

Schuylkill River Passenger Rail Authority Finance Committee Meeting Minutes

July 16, 2025
4:00 p.m.
Via Zoom

SRPRA Finance Committee Members in Attendance:

- Peter Urscheler, Phoenixville Borough Mayor, SRPRA Treasurer
- Tom DiBello, Montgomery County Commissioner, SRPRA Deputy Treasurer

SRPRA Staff in Attendance:

- Thomas Frawley, Executive Director
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Call to Order

Mayor Peter Urscheler called the meeting to order at 4:03 p.m.

Approval of June 18, 2025 Minutes – *Action*

Tom DiBello motioned to approve the minutes from the June 18, 2025 Finance Committee meeting. Peter Urscheler seconded the motion.

Hearing no opposition, the minutes were approved as presented.

Committee Member Comments

There were no comments from committee members.

Public Comment on Agenda Items

No public attendees were present, and no comments were submitted. This portion was omitted.

Executive Director's Report – *Presented by Thomas Frawley*

- **FRA Reimbursement:**
 - \$6,250.69 reimbursement for Task 2 (March–April) was received on June 30.
 - Charges for May–June totaling \$5,006.73 will be submitted for reimbursement after Board approval on July 28.
- **County Contributions:**
 - Remaining 2025 contributions (\$100,000 each from Chester and Montgomery Counties) were received on June 25.
 - All three counties have now fulfilled their 2025 contributions.
- **Routine Bills (Prepaid and Pending Ratification):**
 - 4 bills totaling **\$188.05** paid to regular vendors:
 - Answering service
 - Google Suite
 - Adobe (subscription)
 - QuickBooks (Intuit)
- **Outstanding Invoices Pending Approval:**
 - 5 invoices totaling **\$30,827.10**, from:
 - Mailie LLP (2024 audit)
 - Virtual Farm Creative
 - AECOM
 - Kozloff Stoudt (legal counsel)
 - Executive Director
- **Financial Summary:**
 - **Current account balance:** \$465,897.47
 - **Balance after pending invoice payments:** \$435,070.36

- **Task 1 Reimbursements:**

- Accrued but unsubmitted Task 1 charges: **\$41,533.92**
- Reimbursement expected during Step 1 closeout in coming weeks, which will include reallocation of remaining budget between tasks.

Payment of Bills – Action

Tom DiBello motioned to approve:

- Ratification of prepaid bills (June 18 – July 16) totaling **\$188.05**, and
- Payment of outstanding invoices totaling **\$30,827.10**, with both actions to be recommended to the full board for final approval. Peter Urscheler seconded the motion.
Hearing no opposition, the motion passed.

Other Business

- **August Meeting Plans:**
 - At the July 15 commissioner briefing, interest was expressed in **canceling the August Board meeting.**
 - A proposal will be brought to the July 28 Board meeting to **authorize the Finance Committee to approve routine bills in August.**
 - This will require a **quorum at the August Finance Committee meeting.**

General Public Comment

No members of the public were present or submitted comments. This portion was omitted.

Adjournment

Tom DiBello motioned to adjourn the meeting.

Peter Urscheler seconded the motion.

Hearing no opposition, the meeting was adjourned at 4:14 p.m.

Respectfully submitted,

Kathy Morris

Recording Secretary

APPROVED