

**Schuylkill River Passenger Rail Authority (SRPRA)
Finance Committee Meeting Minutes
August 20, 2025
4:05 p.m.
Via Zoom**

SRPRA Finance Committee Members in Attendance:

- Peter Urscheler, Phoenixville Borough Mayor, SRPRA Treasurer
 - David Hunter, Executive Director, Berks County Planning Commission, SRPRA Board Member
 - Thomas DiBello, Montgomery County Commissioner, SRPRA Deputy Treasurer (joined during meeting)
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Call to Order

Mayor Peter Urscheler, SRPRA Treasurer, called the meeting to order at 4:05 p.m.

Approval of July 16, 2025 Meeting Minutes – Action

David Hunter motioned to approve the minutes of the July 16, 2025 Finance Committee meeting. Peter Urscheler seconded the motion. Hearing no objections, the minutes were approved as presented.

Committee Member Comments

There were no comments from committee members.

Public Comment on Agenda Items

Executive Director Thomas Frawley confirmed no members of the public were present, and no comments were submitted via the chat or Q&A features. The Committee therefore waived the reading of the meeting comment policy.

Executive Director's Report

Federal Reimbursement Status

- The most recent invoice submitted for the Federal Railroad Administrations (FRA), Step 1 Corridor Program, covered May and June 2025 expenses, totaling \$5,006.73. It was submitted July 31 and reimbursed by the FRA on August 5, 2025.
- On August 19, the FRA directed SRPRA to prepare the final invoice for Step 1, ahead of transition into Step 2.
 - AECOM will submit their final invoice through August 15.
 - Mr. Frawley will also submit final personal charges through August 20.
 - The total Task 1 charges pending reimbursement amount to **\$45,684.31**.
 - The final Step 1 reimbursement request is expected to approach **\$50,000**.

Financial Summary

- **Prepaid Routine Bills (Auto-Paid):**
 - AnsweringService.com
 - Google (noted increase from \$91.58 to \$106.67)
 - Adobe
 - Intuit QuickBooks
 - **Total:** \$203.14
- **Outstanding Bills for Approval:**
 - Executive Director Invoice
 - AECOM (fully reimbursable under Step 1)
 - Virtual Farm Creative
 - **Total:** \$12,773.80
- **Insurance Renewal (Action Item):**
 - Directors and Officers Insurance renewal processed with KMRD Risk and Human Capital Solutions
 - **Amount:** \$2,257.00
 - Approved for payment by prior board authorization on July 28, 2025

Bank Balances:

- Current balance: \$441,471.14
- Projected balance after all bill payments: \$428,697.34

Payment of Bills – Action

Peter Urscheler motioned to approve:

- Ratification of prepaid routine bills between July 28 and August 20, 2025, totaling **\$203.14**,

- Payment of outstanding bills totaling **\$12,773.80**, and
- Payment of the insurance renewal invoice in the amount of **\$2,257.00** to KMRD Risk and Human Capital Solutions.

David Hunter motioned to approve the payments.

Peter Urscheler seconded the motion.

Hearing no objections, the motion was approved unanimously by all members present.

Other Business

Thomas Frawley reported that the invoice for Directors & Officers insurance had arrived after the preparation of the financial report but was included for action at this meeting per prior authorization. No other business was brought before the committee.

General Public Comment

Mr. Frawley confirmed that no members of the public were present or had submitted comments.

Adjournment

David Hunter motioned to adjourn the meeting.

Peter Urscheler seconded the motion.

Hearing no objections, the meeting was adjourned.

Respectfully submitted,
Kathy Morris
Recording Secretary