

**Schuylkill River Passenger Rail Authority (SRPRA)**  
**Finance Committee Meeting Minutes**  
**September 17, 2025**  
**4:04 p.m.**  
**Via Zoom**

## **SRPRA Finance Committee Members in Attendance:**

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

## **Call to Order**

In the absence of Committee Chair Peter Urscheler, the meeting was called to order at 4:04 p.m. by Executive Director Thomas Frawley. With both Commissioner DiBello and Mr. Hunter present, a quorum was established.

## **Approval of August 20, 2025, Meeting Minutes – Action**

David Hunter motioned to approve the minutes of the August 20, 2025, Finance Committee meeting. Commissioner DiBello seconded the motion. Hearing no objections, the minutes were approved as presented.

## **Committee Member Comments**

David Hunter announced his upcoming retirement from Berks County, effective December 2025. Consequently, he will also be stepping down from his role with SRPRA. Mr. Hunter shared his appreciation for the work of the Authority and expressed his enthusiasm for remaining an engaged supporter of the project. Committee members expressed their gratitude and best wishes.

## **Public Comment on Agenda Items**

Chair Urscheler resumed chairing the meeting upon joining. Mr. Frawley confirmed that no members of the public were in attendance via Zoom, and no comments were submitted. The reading of the comment policy was waived.

## Executive Director's Report

### FRA Corridor Program Step 1 Grant

- The final reimbursement request for Step 1 activities was submitted in the amount of **\$48,325.96**.
- This amount includes:
  - **Task 1 (administrative) charges** from September 2024 to mid-August 2025
  - **Task 2 (technical) charges** from July through mid-August 2025
- The increase from previous requests for reimbursements is due to delays in submitting Task 1 charges while awaiting grant budget realignment.
- As of September 16, the reimbursement has not yet been received.

### Financial Summary

- **Routine Prepaid Bills (Auto-Paid):**
  - AnsweringService.com
  - Google Suite (noted increase for second consecutive month)
  - Adobe
  - Intuit QuickBooks
  - **Total:** \$208.41
- **Insurance Premium (Prepaid):**
  - Directors and Officers E&O Policy
  - Paid August 22, 2025
  - **Amount:** \$2,257.00
  - Payment made under delegated authority from July 28 Board meeting; ratification by full Board will follow
- **Outstanding Bills for Approval:**
  - Executive Director (partially reimbursable and included in outstanding Step 1 request)
  - AECOM (fully reimbursable and included in outstanding Step 1 request)
  - Virtual Farm Creative
  - **Total:** \$9,970.66

### Account Balances:

- Current balance: \$427,774.15
- Projected post-payment balance: \$417,803.49
- Reimbursement of **\$48,325.96** from FRA pending, which will significantly increase the account balance once received

### Payment of Bills – Action

Commissioner DiBello motioned to approve:

- Ratification of prepaid bills between August 20 and September 17, 2025, totaling **\$2,465.41** (including insurance premium), and

- Payment of outstanding bills totaling **\$9,970.66**

David Hunter seconded the motion.

Hearing no objections, the motion was approved unanimously.

### **Other Business**

No additional business was presented for discussion.

### **General Public Comment**

Mr. Frawley confirmed that no members of the public were in attendance or had submitted questions via Zoom.

### **Adjournment**

David Hunter motioned to adjourn the meeting.

Commissioner DiBello seconded the motion.

Hearing no objections, the meeting was adjourned.

**Respectfully submitted,**

Kathy Morris

Recording Secretary