



SEDA-COG JOINT RAIL AUTHORITY MEETING
WEDNESDAY, APRIL 9, 2014
SEDA-COG, LEWISBURG, PA
12:30 P.M.

**PRESERVING
RAIL FREIGHT
SERVICE**

serving the counties of

Centre
Clinton
Columbia
Lycoming
Mifflin
Montour
Northumberland
Union

AUTHORITY MEMBERS

Stephen Bridy, Northumberland County
Frank Dombroski, Montour County
Russ Graham, Centre County
Scott Harvey, Lycoming County
Tom Herman, Montour County
Brent Jones, Clinton County
Dave Park, Columbia County
Don Purcell, Northumberland County
John Showers, Union County
John Spychalski, Centre County
Jerry Walls, Lycoming County
Eric Winslow, Union County

JRA OPERATOR

Gary Shields
Jeb Stotter
Diana Williams

GUESTS

Al Bubb, NRHS
Scott Brouse, NRHS
Tyler Glass, Reading & Northern Railroad
Jim Knudson, Michael Baker Jr., Inc.
Mark Murawski, Lycoming County Planning Commission
Eric Orndorff, Michael Baker Jr., Inc.
Troy Truax, Michael Baker Jr., Inc.

LEGAL COUNSEL

Tom Schrack, Esq., McQuaide Blasko Law Offices

JRA CONSULTING PROFESSIONALS

John Conrad, P.E., Bridge Engineer
Dan Mazur, Operating Agreement Consultant

JRA STAFF

Kay Aikey, Program Assistant
George Fury, Property & Maintenance of Way Manager
Jeff Stover, Executive Director

SEDA-COG STAFF

Steve Kusheloff, Public Information

**SEDA-COG JOINT
RAIL AUTHORITY**

201 Furnace Rd
Lewisburg
PA 17837

(570) 524-4491
fax 524-9190

jra@seda-cog.org
<http://jra.seda-cog.org>



Affiliated with
SEDA Council of Governments

CALL TO ORDER

Call to Order

Chairman Walls called the meeting to order at 12:33 p.m.

Pledge of Allegiance

Chairman Walls led the Pledge of Allegiance.

ADMINISTRATIVE ITEMS

Public Forum

No comments from the general public.

Approval of the March 12, 2014 Meeting Minutes

Mr. Bridy made a motion to approve the March 12, 2014 meeting minutes; Mr. Park seconded the motion; motion carried unanimously.

Treasurer's Report

Mr. Harvey presented the Treasurer's Report for the month of March 2014 as well as the JRA's loan summary.

Mr. Herman made a motion to approve the Treasurer's Report for the month of March 2014 and file for audit; Mr. Jones seconded the motion; motion carried.

Events Calendar/Staff Report

Mr. Stover presented the events calendar for April/May and Staff Report.

Operator's Status Report and Business Forecast

Mr. Shields referred to the Operator's Report included in the packet.

Ms. Williams stated that February 2014 was a slow month with a decrease in operating fee revenue of 19.2% over the previous year. Signs of recovery are showing for the March numbers.

Chairman Walls commended the operator on being named a finalist for the 2014 Governor's ImPact Award.

OLD BUSINESS

TIGER II Status and Action Items

Mr. Stover reviewed the updated TIGER II budget that was distributed at the meeting.

Bridge Engineer's Report

Board members were provided with the Bridge Engineer's Report and recommended action items. Mr. Conrad was in attendance at the meeting and updated Board members on projects he is working on.

Mr. Conrad stated that there was no alignment issue as a result of the recent high water.

Loyalsock Creek Bridge Change Orders:

Change Order 1: Two span overflow bridge was previously approved to be sand blasted and painted with contingency on addressing a warranty concern. This request, should the warranty be acceptable, is for the transporting of the bridge span on trailers to and from the Lock Haven paint facility. Glenn O. Hawbaker will provide the trailers, load and unload the bridge spans, and transport same to and from the facility. Change order cost: \$8,846.00

Change Order 2: The Railroad requested a second conduit be placed beneath the grade crossing at Mill Street for possible use in the future for signals. Change order cost: \$445.20

Change Order 3: The previous PPL approved vaults, ditching, and concrete encasement in the east and west track approaches inadvertently did not include the conduit materials. The conduit was then anticipated to be provided by PPL. This is a reimbursement cost back to PPL. Change order cost: \$2,709.24

Dr. Spychalski made a motion for the Board to approve the Loyalsock Creek Bridge change orders as presented by the Bridge Engineer; Mr. Park seconded the motion; motion carried.

NEW BUSINESS

LiDAR Presentation

Mr. Troy Truax and his associates, Mr. Jim Knudson and Mr. Eric Orndorff from Michael Baker Jr. Inc., provided a PowerPoint presentation on the new scanning laser technology that can be used on map and inventory railroad rights-of-way.

Chairman Walls asked that Mr. Stover collaborate with Mr. Conrad, Mr. Jannotti, Mr. Fury and the operator and put together examples of what value could be returned to the JRA for a range of investment. He also asked that Mr. Stover identify other potential partners such as the counties in the JRA region, Norfolk Southern or other utilities.

Chairman Walls stated that there is a new geospatial counsel being created by legislation and it might be worth talking to the state geospatial coordinating council about this. Chairman Walls also asked that Mr. Murawski check with the Lycoming County Planning staff as well as the county emergency management people to seek their interest.

COMMITTEE REPORTS

Property Management/Capital Budget Committee

Acting Committee Chair Dave Park reported on the work of his committee.

Approval of the February 12, 2014 Meeting Minutes

Dr. Spsychalski made a motion for the Board to accept the February 12, 2014 PMC/CB meeting minutes; Mr. Purcell seconded the motion; motion carried unanimously.

JRA Capital Budget Update

The Property Management/Capital Budget Committee met on March 28, 2014 to review the updated draft of the JRA Capital Budget. The Committee reviewed and discussed each project on the list and passed a motion to recommend that the new JRA Capital Budget be adopted by the Board.

Mr. Herman made a motion for the Board to adopt the updated JRA Capital Budget; Mr. Bridy seconded the motion; motion carried.

JVRR North Yards – Krentzman Lease

Mr. Stover stated that Joseph Krentzman & Son has submitted a letter of interest in leasing/purchasing a portion of the newly acquired North Yards. Staff and the JVRR have discussed the needs of the JRA and JVRR operations as it relates to accommodating railroad operating space vs. other reuse of the parcel, and it is felt that both needs can be satisfied. Staff will be meeting at the site with the Krentzman representatives on April 17 to walk the property. This is an information item only; no Board action is needed.

NBER – Liberty Township Easement

Mr. Fury stated that Liberty Township has requested an easement for an 8" gravity fed sewer line, encased in a 16" steel pipe, under the NBER near Eagleville for the purpose of development in the Forest of Bald Eagle. The line will be bored and jacked under the railroad from launching and receiving pits located outside the right-of-way.

All plans have been received and approved. The cost of the easement is \$900/annual or \$9,000/10 year term, each subject to CPI adjustment at renewal. The application fee of \$700 applies.

Mr. Graham made a motion for the Board to grant the easement to Liberty Township and authorize the Chair and Secretary to execute the documents; Mr. Jones seconded the motion; motion carried.

SVRR – UGI Easement

Mr. Fury stated that UGI Penn Natural Gas, Inc., is requesting an easement for a 4” steel gas line, encased in an 8” steel pipe, under the SVRR in Sunbury at Tenth Street. No application fee or easement fee applies.

Mr. Bridy made a motion for the Board to approve an easement agreement with UGI for the 4” gas line in Sunbury; Mr. Showers seconded the motion; motion carried.

Operating Agreement Committee

In the absence of Committee Chair Krentzman, Chairman Walls reported on the work of this committee which met at 10:00 a.m. The committee discussed a number of additional items to be in the Request for Proposal (RFP). This RFP will be included in the Board’s meeting packet for May. There will be a need for the JRA Board to take action to authorize issuance of that RFP at the May meeting. The committee is within the timeline to issue the RFP.

The next meeting of this committee will be held on Wednesday, May 14 at 11 a.m.

LEGAL

Legal Issues

Attorney Schrack stated there is one item that requires discussion on the record, and the remainder of the items needs to be addressed in Executive Session as they pertain to litigation.

Attorney Schrack first addressed a question that was raised relating to the recording of JRA meetings. He stated that these meetings are open to the public and can be recorded by attendees. Under the Sunshine Act, however, reasonable rules and regulations can be adopted concerning the recording of JRA meetings. Mr. Schrack felt that it would be appropriate and reasonable for the individuals seeking to record any part of a JRA meeting to be asked to disclose in advance that he or she will be recording the meeting. Mr. Schrack felt that this would not only be a common courtesy to other meeting participants, but it is also necessary to ensure that the operator is advised of recording and is on guard, as discussions about the operator’s business include sensitive information of the operator at times. The operator will need be responsible for requesting an executive session to discuss this information. Mr. Schrack also clarified that no recording can be permitted during executive session.

Attorney Schrack suggested that Chairman Walls consider reading a statement at the beginning of JRA meetings that the use of recording devices is permitted, but those intending to record must notify the Chairman or Executive Director of such intent in advance.

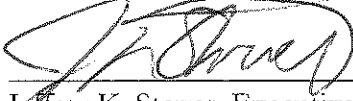
Chairman Walls called for an executive session at 2:21 p.m.

Chairman Walls reconvened the regular meeting at 2:52 p.m.

Attorney Schrack stated that the purpose of the executive session was to discuss two matters – the existing Munro litigation and a landowner dispute involving property located east of Danville related to the North Branch Canal Trail. No further action was needed by the Authority.

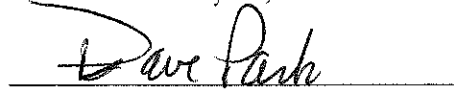
Chairman Walls adjourned the meeting at 2:53 p.m.

Respectfully submitted,



Jeffery K. Stover, Executive Director

I hereby certify these minutes were approved by the SEDA-COG Joint Rail Authority Board of Directors on May 14, 2014.



Secretary/ Assistant Secretary