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MEETING MINUTES

September 11, 2025, held at Hanover Junction Train Station

Members present: Silas Chamberlin, Teddy Fisher, Jake Taylor (phone), Ann Yost, Brandon Wingert, Sean Kenny

Members absent: Frank Kempf, Karen Knuepfer, Karen Kuhn, Mike Pritchard

Others present: Gwen Loose, Denise Tushingham, Jeff Shue/John Affriol, PE, C.S. Davidson, Inc.; Scott Beaverson, YCRTA Solicitor, Jake Miller (HTT Operating Committee member), Ryan Szuch (consultant)

1. **Call to Order-** Meeting called to order by Brandon at 3:05 PM.
2. **Opportunities for the public to address the Authority** – No members of the public were in attendance.
3. **Approval of August 2025 minutes**- A motion to accept the August minutes was made by Jake and seconded by Teddy, the motion was approved.
4. **Additional Communications-** Gwen mentioned the following:
 - a. Heidelberg Township Secretary noted that cyclists not stopping at Gitts Run Road. Gwen responded that YCRTA would note the need to stop at road crossings on social media.
 - b. LandStudies are joining with Wetland Studies and Solutions, name to remain the same.
 - c. Volunteers in Jackson Twp. have been trimming back weeds.
 - d. Kate King at Spring grove Recreation offer to bring pumpkins to Seven Valleys Trailhead after their pumpkin walk.
 - e. Strategic Plan – Byrnes Health Education is setting up a legacy endowment that they promoted in their newsletter.
 - f. YCRTA has talked about an event for donors – the Economic Alliance is doing a mixer at the Alecraft Brewery for their donors, noted as an idea.
5. Silas reported on the Grand History Trail Peer to Peer Grant - Evaluation and Strategic Action Plan to determine how best to advance the plan. The GHT map was updated. Fireflyof YCEA completed the plan along with Ryan Szuch. Agency and state stakeholders not necessarily open to committing resources to the trail concept. The northwest quadrant (PA) of the trail is the primary gap. No consensus on what the trail's history story. Ann made a motion to accept the Grand History Trail Evaluation Report and issue payment for \$11,000, Sean second, motion passes.

6. **Strategic Planning Check-in-** Denise was chairing several committees and replacements will be needed.

7. **Hanover Trolley Trail Planning Committee Report-** Gwen reported 3 recommendations from the Operating Committee
 - a. YCRTA should continue to develop the HTT as part of Grand History Trail.
 - b. In favor of a small ceremony for the opening of the next section of the HTT as discussed. It was suggested to wait for spring and possibly involving the Audubon Society and Watershed Alliance.

8. **Executive Directors Report-** The Executive Directors report was distributed prior to the meeting. Gwen highlighted the following:
 - a. Gwen is working on Marcellus Shale grant application for \$60,000 to YCPC.

9. **Treasurer Report-** Various financial reports for June 2025 were distributed prior to the meeting.
 - a. Motion to accept the Treasurers Report for 2025 for July by Silas, second by Ann, motion passed.

10. **Solicitor Report-** Scott reported:
 - a. YCRTA by-laws amendments waiting Frank's signature.
 - b. YCRTA Liability insurance review – There is no liability protection for trail development in G&W corridor. YCRTA needs Director and Officer liability insurance. A motion was made by Sean to authorized Gwen to get a quote for Director and Officer liability insurance with payment up to \$1000 for coverage, second by Teddy, motion passed.
 - c. Transfer of Northern Extension easement/ownership to County – no progress to report.
 - d. MOU: YCRTA and County of York for Hanover Trolley Trail – County Solicitor asked that the MOU be sent to Assistant Solicitor and contacted him to discuss background.
 - e. Hanover Borough Agreement: Gitts Run Pipe Installation – nothing new to report.
 - f. G&W Encroachments – There are two vehicles parked which encroach on the HTT right-of-way. There is a farmer that crosses the HTT to get to his fields. A formal agreement is needed to allow this to happen.

11. **Engineer's Report-** The Engineer's report was distributed prior to the meeting. John elaborated on several items.
 - a. Kinsley project- project making good progress and on schedule to finish in October. Soil cement was used to stabilize an area of trail, there will be a change order for this work. AFP 5 is endorsed for payment.
 - b. The Rt. 116 trailhead bridge agreement was signed with Contech. Payment is due upon delivery.

- c. Community Planting Day, tree sized upped to 7 gallons, 40 trees and AARC will supply water on planting day and pre-digging holes. 20 volunteers would be ideal. Gwen noted that tree guards are needed to protect from deer. Brandon suggest volunteers from Hanover Key Club. Looking for off-road parking near Gitts Run Road. Ann suggested Gator Bags for watering trees after planting.

12. Old Business

- a. G&W Vegetation Control Proposals – Ann made a motion to accept Ground Roots proposal of \$2,180, Silas second, motion passed.
- b. HTT and HRT Connection Feasibility Study. Silas to get together with Frank.

13. New Business

- a. No movement on Executive Assistant replacement. Denise will continue to do the transaction reports remotely.

14. Funding

- a. Give Local York: April 30- May 1, 2026, next year dates are on our radar. Denise had spearheaded our involvement.
- b. Gwen reviewed the Grant Status Report 2025-9 – provided at meeting.

15. Promotion and Marketing-

- a. Volunteers needed: Oct. 11 Spring Grove Pumpkin Trail
- b. Engineering Society of York is looking for a speaker to discuss the new sections of the HTT.
- c. 2026 York County Rail Trail Calendar & Photo Contest - We have a sponsor for the 2026 calendar.
- d. Website, Facebook, Instagram – Denise doing a bit remotely.

16. Next meeting – the next meeting is set for October 9, 2025, at 3:00 PM at the Hanover Junction Train Station.

17. Adjournment - Silas made a motion to adjourn, second by Sean, the motion was approved, and the meeting adjourned at 4:40 PM.