



**COMMONWEALTH OF PENNSYLVANIA**  
PENNSYLVANIA PUBLIC UTILITY COMMISSION  
COMMONWEALTH KEYSTONE BUILDING  
400 NORTH STREET  
HARRISBURG, PENNSYLVANIA 17120

IN REPLY PLEASE  
REFER TO OUR FILE

September 9, 2025

A-2025-3054710

**TO ALL PARTIES OF RECORD**

Application of Halifax Township for approval to make safety improvements and establish the existing private crossing (DOT 518 116 L) as a public crossing where the existing private drive to Fort Halifax Park crosses, at grade, a single track of Norfolk Southern Railway Company located in Halifax Township, Dauphin County.

To Whom It May Concern:

This matter is before us by reason of an application received by the Commission on April 22, 2025, by HRG, Inc. on behalf of Halifax Township seeking Commission approval to make safety improvements and establish the existing private crossing (DOT 518 116 L) as a public crossing where the existing private drive to Fort Halifax Park crosses, at grade, a single track of Norfolk Southern Railway Company (NS) located in Halifax Township, Dauphin County.

Upon receipt of the application, a field investigation and conference was arranged by a Commission staff engineer and held on May 19, 2025, at the site of the subject crossing. Representatives of Halifax Township (Township), HRG, Inc. (design consultant for the Township), NS, AECOM (design consultant for NS), and the Pennsylvania Department of Transportation were in attendance. Although notified by letter sent via electronic mail dated May 6, 2025, there were no representatives from Dauphin County, AT&T, Halifax Area Water and Sewer Authority, or PPL Electric Utilities Corporation in attendance.

At the field conference, it was noted that the existing private drive to Fort Halifax Park is a narrow width bi-directional rough asphalt paved roadway that crosses (DOT 518 116 L), at grade, a single track of NS. The private drive intersects State Route 0147 (N. River Road) approximately 1,270-feet north of Locust Street (T-409) and 2,430-feet south of Seiders Road (T-574), with the subject crossing being located on the private drive approximately 383-feet west of the intersection. The at grade crossing consists of an asphalt crossing surface equipped with existing railroad warning devices comprised of "Stop" (R1-1) signs, Emergency Notification System (I-13) signs, non-standard private crossing signs, and non-standard signs advising motorists to stop and look both ways before proceeding. Stop lines were present at the crossing but were severely faded, and there were no Crossbuck (R15-1) signs present on either approach. The Average Daily Traffic volume for the private drive was not provided with the application.

According to the Federal Railroad Administration's grade crossing database the crossing is located at mile post 289.93 on NS's Buffalo line. The line experiences 3 daytime train movements, 2 nighttime train movements, and 2 switching train movements per day at a maximum timetable speed of 50 miles per hour. There was no accident history at the subject crossing located within the Federal Railroad Administration's grade crossing database.

During the field investigation and conference all parties discussed the Township's desire to upgrade the status of the existing private crossing (DOT 518 116 L) to a public crossing. A Commission staff engineer advised the Township that in order for the crossing to be upgraded to public, safety improvements to the crossing would need to be made and the private drive would need to be ordained as a public roadway by the Township.

The Township agrees to provide to the Commission documentation dedicating and ordaining the exiting private drive to Fort Halifax Park as a public highway prior to the start of construction.

The Township agrees to prepare and submit final roadway construction plans to all parties of record for review and to the Commission for approval prior to the start of construction, at its sole cost and expense.

The Township agrees to asphalt pave the approach roadway of the private drive to the subject crossing, remove the non-standard signs and "Stop" (R1-1) signs at the crossing, install grade crossing advanced warning (W10-1) signs and stop lines, and provide for maintenance and protection of highway and pedestrian traffic during the time alterations to the subject crossing are being performed, at its sole cost and expense.

The Township agrees to maintain its highway facilities in advance of and at the subject crossing including the roadway surface, advanced grade crossing warning signs, and stop lines, at its sole cost and expense.

NS agrees to prepare and submit situation plans to all parties of record for review and to the Commission for approval, and submit detailed circuitry plans to the Pennsylvania Department of Transportation for review and to the Commission for approval, at the Township's sole cost and expense.

NS agrees to replace the existing asphalt crossing surface with a new asphalt and rail seal crossing surface and install Crossbuck (R15-1) signs, Emergency Notification System (I-13) signs, automatically operated flashing light warning signals, gates, bell, and all associated circuitry and equipment, and at the subject crossing, at the Township's sole cost and expense.

NS agrees to the future maintenance of all railroad facilities at the subject crossing including the active railroad warning devices and the crossing surface, at its sole cost and expense.

Non-carrier public utilities or municipal authorities will be directed to relocate their facilities, at their initial cost and expense, if necessary. It will not be necessary for the Commission to appropriate railroad property to accommodate the improvement.

The project will be funded by a Dauphin County Municipal Share Grant and Halifax Township General Funds, with an estimated construction cost of \$400,000.

The proposed alteration was discussed in detail at the field conference with all attending parties of record and none have advised that they object to the issuance of a Secretarial Letter, prior to hearing, approving the alteration of the crossing.

The Commission hereby establishes its jurisdictional limits at the subject crossing as the area within the confines of the railroad and highway right-of-way and extending eastward along the private drive to the intersection with State Route 0147 (N. River Road).

The Commission has exclusive jurisdiction in crossing alterations and is the final arbiter of any fees associated with a crossing application. Any conditions, including fees associated with a crossing application, must be approved by the Commission.

Upon full consideration of the matters involved and inasmuch as no objection has been filed with the Commission, we find that a Secretarial Letter can be issued approving the application without a formal hearing.

The Commission issues this Secretarial Letter in accordance with Section 2702 of the Public Utility Code and finds that the alteration of the subject crossing is necessary and proper for the service, accommodation, convenience, or safety of the public; THEREFORE:

1. The caption of the subject proceeding is hereby revised as shown herein.
2. The crossing (DOT 518 116 L) where the private drive to Fort Halifax Park crosses, at grade, a single track of Norfolk Southern Railway Company in Halifax Township, Dauphin County, be and is hereby made public upon satisfactory completion of the work herein directed.
3. Halifax Township, at its sole cost and expense, prepare and submit to this Commission and to all parties of record for examination, a resolution or other instrument that ordains the private drive to Fort Halifax Park as a public roadway.
4. Halifax Township, at its sole cost and expense and prior to the start of construction, shall submit detailed final roadway construction plans to all parties of record for review and to the Commission for approval.
5. Halifax Township, at its sole cost and expense, furnish all material and perform all work necessary to establish and maintain any detours or traffic controls that may be required to properly and safely accommodate vehicular and pedestrian traffic during the time the crossing is being altered.
6. Halifax Township, at its sole cost and expense, furnish all material and perform all work necessary to asphalt pave the approach roadway of the private drive to the subject crossing, remove the non-standard signs and "Stop" (R1-1) signs at the crossing, and install grade crossing advanced warning (W10-1) signs and stop lines; all in accordance with the approved plans, Part 8 of the Manual on Uniform Traffic Control Devices and this Secretarial Letter.

7. Norfolk Southern Railway Company, at Halifax Township's sole cost and expense and prior to the start of construction, submit situation plans for the subject crossing alteration to all parties of record for review and to the Commission for approval.

8. Norfolk Southern Railway Company, at Halifax Township's sole cost and expense and prior to the start of construction, submit detailed circuitry plans for the subject crossing alteration to the Pennsylvania Department of Transportation for review and to the Commission for approval.

9. Norfolk Southern Railway Company, at Halifax Township's sole cost and expense, furnish all material and perform all work necessary to furnish any watchmen, flagmen, inspectors, and/or engineering services that may be deemed necessary to protect the railroad's operations or facilities during the time the facilities are being altered.

10. Norfolk Southern Railway Company, at Halifax Township's sole cost and expense, furnish all material and perform all work necessary to replace the existing asphalt crossing surface with a new asphalt and rail seal crossing surface and install Crossbuck (R15-1) signs, Emergency Notification System (I-13) signs, automatically operated flashing light warning signals, gates, bell, and all associated circuitry and equipment at the subject crossing; all in accordance with the approved plans, Part 8 of the Manual on Uniform Traffic Control Devices and this Secretarial Letter.

11. Any relocation of, changes in and/or removal of any adjacent structures, equipment or other facilities of any non-carrier public utility company or municipal authority, which may be required as incidental to the alteration of the crossing be made by said public utility company or municipal authority at its initial cost and expense, and in such a manner as will not interfere with the alteration of the crossing; and such relocated or altered facilities thereafter be maintained by said public utility or municipal authority at its sole cost and expense.

12. All parties involved herein cooperate fully with each other so that during the time the work is being performed, vehicular, pedestrian and railroad traffic will not be endangered or unnecessarily inconvenienced, and so that the requirements of each of the parties will be provided for and accommodated insofar as possible.

13. Halifax Township and Norfolk Southern Railway Company, cooperate with the non-carrier utilities involved, so that during the alteration of the involved crossing, the facilities of the non-carrier utilities will not be endangered or unnecessarily interrupted.

14. Halifax Township, at least ten (10) days prior to the start of work, notify local emergency management services and all parties of record of the actual date on which work will begin.

15. The alteration of the crossing be completed on or before December 31, 2030, and that on or before said date Halifax Township, report in writing the date of actual completion of the work to this Commission and certify to the parties of record and this Commission that the work has been satisfactorily completed in accordance with this Secretarial Letter.

16. Halifax Township and Norfolk Southern Railway Company, at each respective party's sole cost and expense, pay all compensation for damages, if any, due to the owners of property taken, injured, or destroyed by reason of work completed by each respective party at the crossing in accordance with this Secretarial Letter.

17. This Secretarial Letter is without prejudice to the right of any party to recover part or all of any costs incurred by said party in compliance with the provisions of this Secretarial Letter, in accordance with any lawful agreement between it and any other party.

18. The terms of any agreement established in accordance with this Secretarial Letter shall not preclude the Pennsylvania Public Utility Commission from taking any action necessary to protect the public interest, including but not limited to the reassignment or enforcement of any costs or responsibilities assigned or transferred as a result of this Secretarial Letter.

19. Upon completion of the alteration of the crossing, Norfolk Southern Railway Company, at its sole cost and expense, furnish all material and perform all work necessary thereafter to maintain its railroad facilities at the subject public crossing (DOT 518 116 L), including the Crossbuck (R15-1) signs, Emergency Notification System (I13-1) signs, automatically operated flashing light warning signals, gates, bell, and all associated circuitry and equipment, and maintain at all times in a safe, smooth and satisfactory condition the crossing surface located between the rails and for a distance of twenty-four (24) inches beyond the outermost rails; all in accordance with the approved plans, Part 8 of the Manual on Uniform Traffic Control Devices and this Secretarial Letter, and provide Halifax Township at least ten (10) business days' advance notice when performing any work as directed by this paragraph that may affect their facilities.

20. Upon completion of the alteration of the crossing, Halifax Township, at its sole cost and expense, furnish all material and perform all work necessary thereafter to maintain the highway approach roadway of the subject public crossing (DOT 518 116 L) to points twenty-four (24) inches beyond each outside rail, and in addition, maintain the grade crossing advance warning signs and stop lines; all in accordance with the approved plans, Part 8 of the Manual on Uniform Traffic Control Devices and this Secretarial Letter, and provide Norfolk Southern Railway Company at least ten (10) business days' advance notice when performing any work as directed by this paragraph that may affect their facilities.

21. Upon completion of the alteration of the crossing, each non-carrier public utility company and municipal authority, at its sole cost and expense, furnish all material and perform all work necessary thereafter to maintain its respective facilities, existing or altered, located within the limits of the improvement.

22. Upon completion of the work herein directed, and upon written request from any party of record, this proceeding be scheduled for a hearing at a time and place to be determined by the Commission, for the purpose of taking testimony upon the final allocation of any costs incurred by the non-carrier utility companies and municipal authorities and other matters relevant to this proceeding.

The Parties are reminded that failure to comply with this or any Order or Secretarial Letter in this proceeding may result in an enforcement action seeking civil penalties and/or other sanctions pursuant to 66 Pa. C.S. § 3301.

All formal documents must be filed with the Secretary of the Commission. Documents must be eFiled, mailed or hand delivered. All filings should be addressed to the Secretary, PA Public Utility Commission, 400 North Street, Harrisburg, PA 17120. The Commission will not accept documents delivered by fax or by e-mail. Parties are encouraged to file formal documents by eFiling with the Secretary of the Commission by opening an eFiling account through the Commission's website (the account is free of charge) and accepting eservice at <https://www.puc.pa.gov/filing-resources/efiling/>.

If your filing contains confidential material, you are required to file by overnight delivery to ensure the timely filing of your submission. There are certain filings that cannot be eFiled, such as filings containing confidential or proprietary material. These must be submitted to the Secretary by overnight delivery, priority, or certified mail to allow tracking of your filing.

If you are dissatisfied with the resolution of this matter, you may, as set forth in 52 Pa. Code §§ 1.31 and 5.44, file a Petition for Reconsideration from Staff Action (Petition) with the Commission within twenty (20) days of the date of this letter. The Petition shall be eFiled with the Secretary of the Commission or sent to: Secretary, PA Public Utility Commission, 400 North Street, Harrisburg, PA 17120, and must be filed within twenty (20) days, or if no timely request is made, the action will be deemed to be a final action of the Commission.

The Petition MUST include: (1) a written statement (divided into numbered paragraphs) outlining the reasons for the request; (2) the case docket number (it is provided for you at the top right-hand corner of this letter); (3) the party on whose behalf the petition is made; (4) a Certificate of Service on the other parties of record; and (5) a Verification with original signature in accordance with 52 Pa. Code § 1.36.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew L. Homsher". The signature is written in a cursive style with a large, sweeping initial "M".

Matthew L. Homsher  
Secretary