



April 2019

<https://pa-trolley.org/operations-department>

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Larry Lovejoy photo

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Welcome Marci Zaunick



I am pleased to join the PTM team as the new Volunteer Coordinator! I am a graduate of Canon-McMillan High School and currently live in Eighty Four with my husband, 2 young children, our dog, and foreign exchange student.

I hold a BS in Sociology from Northern Michigan University and have extensive experience in Volunteer and Servant Leadership. I started volunteering at the age of 8 assisting with swim lessons at my local YMCA in Scranton, PA, was a Student Fellow Leader on my University's campus for 3 years, and most recently work with international educational exchange students sourcing families for the 15-18 year old high school students to live with for an academic year – these families are volunteers and are not monetarily compensated.

In my personal time I can be found in a competitive cheer training facility encouraging my children in their love of the sport, helping with my son's boy scout troop, crocheting, and hanging out next to my pool teaching my children and the neighborhood kids how to swim. I am a HUGE Pittsburgh Penguins fan and can be found at the vast majority of home games. Additionally, I feel as if I am one of the few people living in Southwestern PA that absolutely loves wintertime and snow – brings me back to my college days in the Upper Peninsula of Michigan.

I am incredibly excited to learn more about our amazing Museum and each department's needs to be able to increase overall volunteerism here at the PTM. I look forward to working with everyone!

Marci Zaunick
Volunteer Coordinator
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Return Operator Training Review

Make sure to leave manual lapping valve in apply while car is parked.

When moving a car in the Founders car yard it is okay to backpole out of the building and stop before section insulator.

Leave the door unlocked between the Event Room and Founders Car barn. A sign will be placed saying employees only.

Have confidence in the dispatcher. Reminder, when a dispatcher is on duty, all radio transmissions go through them, unless it is unsafe to do so, i.e. Dispatcher has accidentally given two cars overlapping authority that would result in a "meet."

Inbound at Museum Road, make sure you are going no faster than 5 MPH crossing the road, always look both ways several times.

When you take out a car, look for courtesy cards and fire extinguisher.

Be honest with yourself and your abilities – safety first – customer considerations on their time. We have one timetable for daily operations – use it.

No more than 2 crew on a car. The others should stay behind – relax, tour car barn, interact with waiting guests.

Crews should support each other and cross check things such as poles, lights and chocks before departing.

When parking a double ended car, put the ammo box in the end to be used next.

At the end of the day the ammo boxes should be in the end of the car facing the outside doors of the building.

You may store your lunch and other personal items in the crew area in the back of the events room while you are on duty. There is a refrigerator back there.

Social media & cell phones. Cell phones are only to be used in an emergency when you are on duty. Stay focused on the job at hand. If you are on a break and away from the public, use is permitted. As a member of the crew, if you are visible to the public you are on duty.

PTM phone number to call that would get through to a real person in case of an emergency or radio failure. Simply dial the main number (724-228-9256) or the old line 2 (724-228-9656) or line 3 or any other line picked up by the system and as soon as the recorded greeting starts, press '0'. Doing so causes nearly every phone in the main building to ring and your call can be answered by any ringing phone just by lifting the handset.

Keep track of the weather and listen to and observe any warnings given to you from the office.

We have pilots and life savers on our equipment, but not cow catchers.

Conductor last on and first off car!

Adjust your tour based upon mobility of your guests.

Fairgrounds Project Update

Larry Lovejoy

Ballast spreading was conducted on Monday and Tuesday, March 18 and 19. This was collaborative effort between Frontier Railroad Services and PTM. Using PTM's Case front loader, Frontier loaded the stone (which has been stored at Eaton's parking lot since last December) into PTM bottom-dump ballast car 3618. Ballast was still needed in a few areas which are best reached by PTM side dump car M551. That happened on Saturday, March, 23rd. The track is being be raised and tamped the week of April 1st.

The last step in track construction is for Frontier to neatly "dress" the ballast to a smooth and symmetrical cross section. That will be followed by the construction of the concrete crossing of our tracks.

All remaining work beyond the above is PTM's responsibility. This includes:

- Fine tuning the position of the trolley wire to match the alignment, profile, and superelevation of the track.
- Installing the switch stands and associated hardware at the two turnouts. Over the last several months, Way & Track has been reconditioning this material, which was salvaged from the "old" tracks at Fairgrounds. Installing the wayside signal system, again using reconditioned salvaged materials.
- Installing the crossing warning signals. This is mostly new material bought specifically for the project.
- Miscellaneous signage and furnishings at and near the new platform. These things need to be completed before County Fair and the "Golden Spike" ceremony scheduled for August 9th. The plan is have completed the most critical items by the end of May so that normal operations to Arden can resume before six-day-a-week trolley operations commence on June 1st. The remaining work (mostly crossing signals) will be completed using Maintenance Mondays and "under traffic" protocols.

Google Sites

Keep track of the latest happenings at our museum. Click on the link for videos of the Fairgrounds project and more.

<https://www.google.com/search?q=Pennsylvania+Trolley+Museum&ludocid=10207270781246662044#lpstate=pid:-1,av>

Email addresses are in the process of being changed -
make sure to update your address book.

2019 Special Events

Event Day Hours: 10:00 AM – 5:00 PM.

Bunny Trolley

April 12-14 & April 19-20

Daniel Tiger's Weekend

May 10-12 & May 17-19

Anything on Wheels

June 22 Truck Show

June 23 Car Show

Washington County Fair

August 11-17

Jim Henson's Dinosaur Train

September 28-29

Pumpkin Trolley

October 12-13, October 19-20, October 28-29

Santa Trolley

November 29-30, December 1, December 7-8, Dec 14-15

Trolleys and Toy Trains

December 6, December 13

(NOTE: Hours 10:00 AM- 4:00 PM)

Please consider giving some time to one or more of these events.

If you have a skill, we have a job for you.

Child Protective Services

Marci Zaunick

The Pennsylvania Trolley Museum is working to adopt a policy that keeps the PTM in compliance with PA State Law. The Child Protective Services Law mandates that volunteers obtain their clearances and provide a copy of the clearances certificates to the entity for whom they volunteer. The Board is going to vote on the verbiage of the policy with an implementation date of May 1, 2019. In anticipation of the that approval, I would like to encourage all volunteers to complete the necessary clearances. They can be completed online or via USPS mail. If you would like to apply by mail, please contact Marci for information and a paper application.

Marci Zaunick, Volunteer Coordinator
volunteer@patrolley.org 724.228.9256 x313

There are 2 websites you will need to visit to complete the necessary clearances if you wish to submit online:

<https://www.compass.state.pa.us/cwis/public/home>
Child Welfare Portal (also known as Childline) Clearance

<https://epatch.state.pa.us/Home.jsp>
PA State Police Criminal History Clearance

If you have had these done recently, please check with Marci to see if she needs a new copy of your clearances.

If you have not lived in the state of Pennsylvania for the past 10 years consecutively you will need to have your FBI Fingerprinting done. If you believe that you may need to have your fingerprints taken, please contact Marci for information on how to obtain your fingerprints.

Safety Committee

Artie Ellis

Here's the link for the video, 'RUN. HIDE. FIGHT. ® Surviving an Active Shooter Event', that Fred Cooley recommended. It and videos like it are required viewing for emergency responders and parties responsible for public safety. At about 6 minutes long, it shouldn't be much of a burden to have our operating crew and volunteers watch it. Hopefully we'll never need to employ these tactics but we're all better served to be prepared.

<https://www.youtube.com/watch?v=5VcSwejU2D0>

