



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

140 College Drive, Pottstown, PA 19464 | PARRCoordinator@gmail.com | 484-945-0200

PARRC Meeting Minutes

May 27th, 2020

4:00 p.m. – 6:15 p.m.

a Zoom meeting

In Attendance:

Cathy Paretti, Upper Pottsgrove Township
Michael Lenhart, Borough of Pottstown
Bill Keohane, Lower Pottsgrove Township
Erica Batdorf, North Coventry Township

Karen Nocella, East Coventry Township
Craig Colistra, PAHWF
John Cover, MCPC
Barbara Heller, BerryDunn

Meeting notes:

1. Introductions were made: Erica Batdorf, new Township Manager for North Coventry and Barbara Heller, consultant from BerryDunn for Strategic Plan.
2. Meeting minutes from April 22nd, 2020 were revised in the Partner Updates by East Coventry Township. They were approved as amended.
3. Strategic Plan - Barbara Heller gave a summary of where she was at with the Strategic Plan: she will be confirming our mission and establishing a common vision; she will be addressing funding concerns as that came up during numerous interviews; she is hoping to come to the area in June to tour the parks; she has received some questionnaires but not all; the hardest part of the plan will be to implement it; she will be addressing industry trends and Diane Kripas sent her DCNR's Strategic Plan.
4. East Coventry Township Wayfinding and Signage Plan – K. Nocella and M. Lane reviewed the maps, trailhead kiosk and entrance sign designs and directional signs for the parks in the Township.
5. PARRC website – M. Lane reviewed the new PARRC website with the members. A question was raised if the Pottstownfamilies.org website was still functional. Apparently, it is not. Under Collaboration, a question was raised if we could add where funding is coming from for projects. A question was raised if there is a need for donations from charitable organizations. M. Lenhart requested that Potts Drive Park be added to the Pottstown Recent Projects page when the park is done construction. M. Lane will send a link for PARRC members to review the web site and send in comments for summarization.
6. Intergovernmental Agreement – J. Cover stated that all changes that municipal solicitors recommended were incorporated into the IA. It was requested by PARRC that John send us the final version to review before it is sent to the municipalities for approval. John will send a copy to M. Lane and he will send it to the PARRC members to vote on electronically.
7. Wish List for Projects – Pottstown needs to reprioritize its Project Wish List and M. Lane needs to discuss with M. Lenhart. Upper Pottsgrove and North Coventry Townships are updating their Project Wish Lists. The Regional Recreation Coordinator will be contacting Douglass and West Pottsgrove Townships to discuss the prioritization of the projects. East Coventry and Lower Pottsgrove Townships are set with their lists.
8. Coronavirus mitigation measures in each municipality –
M. Lenhart went thru a list of facilities from the NRPS update that followed the CDC guidelines that were open and closed in the Yellow Phase:
 - *Playgrounds* – Closed.
 - *Aquatics* – Closed.
 - *Organized events* – Closed.



**POTTSTOWN
METROPOLITAN
REGIONAL
PLANNING
COMMITTEE**

140 College Drive, Pottstown, PA 19464 | PARRCoordinator@gmail.com | 484-945-0200

- *Pavilion rentals* – UPT not sure as well as others.
- *Dog Parks* – Pottstown on a trial basis.
- *Organized athletics* – Closed.
- *Public Restrooms* – Closed.
- *Basketball Courts* – ECT open, others closed.
- *Skate Parks* – Closed.
- *Tennis Courts* – Pottstown open.
- *Pickle Ball* – ECT open.

9. Updates from the PARRC members:

- a. Pottstown Borough: M. Lenhart stated that the Memorial Park Bridge and Stream Bank Restoration project is moving ahead and seeking more funding. They were invited to submit to the Schuylkill Highland grant fund program for Memorial Park project.
- b. Douglass Township: No updates.
- c. North Coventry Township: No updates.
- d. Upper Pottsgrove Township: They are moving forward with Shontz Trail Easement project; the Trail Renovation Projects are being reviewed by their Township Engineer and bid documents developed. Althouse Arboretum is planning to expand the garden at Prout Farm Park.
- e. East Coventry Township: They are finalizing the implementation of the Wayfinding and Signage project; their pickleball court is getting painted and striped; they are looking at developing a trail loop on a 30 acres conservation easement; they are planning for a Park Photo Contest where residents send in photos taken of each of the 4 parks, winners get a \$25.00 WaWa gift card. The design consultant for the park signs will be administering the contest and will also be updating the Township’s website to include better info on parks.
- f. West Pottsgrove Township: No updates.
- g. MCPC: No updates.
- h. Lower Pottsgrove: B. Keohane stated that the extensions for the Gerald Richards Park project have been approved and they may be getting extra funds for park use from the Sanatoga Green development.
- i. PAHWF: C. Colistra stated that the PAHWF grant awards have been approved by the selection committee and emails will be sent out shortly. He was contacted by Holly Parker at TCN to collaborate with other program providers on programs, virtually or a hybrid, for students for the summer and while they are out of school.

Adjournment: 5:54 PM

Recorder: M. Lane

2020 Meeting Schedule

(All meetings to be held at 5:00 PM in the Pottstown Area Health and Wellness Foundation Conference Room, 152 East High Street, 5th floor, Pottstown, PA 19464):

January 22	February 26	March 25	April 22	May 27	June 24
July 22	August 26	September 23	October 28	December 3	

Next meeting: June 24th, 2020 Zoom meeting at 4:00 PM