



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

December 7, 2017

5:00 p.m. – 7:00 p.m.

@PAHWF

In attendance:

Charlie Valentine, West Pottsgrove Township
Herb Miller, Upper Pottsgrove Township
Jay Erb, North Coventry Township
Michael Lane, Regional Recreation Coordinator

Michael Lenhart, Pottstown Borough
Donna Fabry, MCPC
Marley Bice, MCPC
Bill Keohane, Lower Pottsgrove Township

Meeting notes:

1. The presentation of the Tri-County Trails design/engineering plans by Navarro and Wright was cancelled. The plans were not forwarded to M. Lane for review before the meeting. M. Lane is meeting with Criag Bachik from Navarro and Wright on December 12 to review the plans. **The presentation has been rescheduled for the January 24th PARRC meeting.**
2. Meeting minutes from 10/25/17 were approved. Herb Miller had several questions. The letter for Spotted Lanternfly eradication was discussed. M. Lane stated he was unsure of writing the letter at this time because of recent articles in the paper forwarded to PARRC concerning the State of PA requesting more money from the Feds and them receiving it to help with the eradication. He was also concerned with the impending decisions for grant awards and did not want to appear to ask for support or money for the area until after the grant award decisions. M. Bice reported that the PMRPC asked her to draft a letter to be sent to the State in support of their efforts asking for more assistance in eradicating the pest. She read parts of the letter at the meeting. M. Lenhart reported that there was a gathering of Montgomery County Park Directors and local conservancy representatives to discuss ways to educate park users not to spread the Spotted Lanternfly.
3. The Regional Recreation Social is being planned for next year. M. Lane reported that he investigated Manatawny Still Works as a possible site to host the event. B. Keohane suggested Sunnybrook.
4. M. Lane discussed the Riparian Forest Buffer grant offered by PennVEST/DCNR. PennVEST is contributing \$1 million dollars each year for the next 3 years. There is no match required but PennVEST would like to pre-qualify applicants to determine if they are able to pay for the work before they ask for money. The applicants have to submit 3 years of financial information for PennVEST to review. This has proven difficult as most municipalities and non-profits are able to pay for the plantings. PMRPC was approached to be an applicant but is ineligible. M. Lane is pursuing other non-profits to be an applicant and met with Green Valley Watershed Association to see if they are interested and eligible. Upper Pottsgrove was interested in the grant program and he met with C. Lewis to walk a few sites on 12/6/17. The application is due December 19th.
5. There was a discussion concerning the PARRC Facebook and the lack of announcements/programs on it. PARRC members advertise their programs on their Township website and other media outlets. It was suggested that they tag the PARRC Facebook page so that their programs reach a wider audience.
6. It was discussed that an application for a Schuylkill Highlands mini-grant could be submitted to fund a Master Plan for Riverbend Park in North Coventry Township. J. Erb stated that he would put it on the next Park and Recreation Commission agenda and review the Scope of Work and discuss with the Township Engineer.
7. It was suggested that M. Lane investigate access to SRGA's GIS software and the price of AutoCAD software from Tech-Soup for him to produce detailed construction plans. It was reported that during M. Lane's year end close-out meeting with Jim Young of DCNR, Donna Fabry, Marley Bice and Craig Colistra, they discussed that his level



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of involvement producing detailed development and construction plans using drawing software was beyond his responsibilities as Recreation Coordinator. Although he could do the plans, it would take too much of his time to one municipalities project. At that meeting, it was suggested he continue to develop conceptual plans and then hire design/engineering consultants to develop more detailed plans.

8. The issue of the PARRC meetings being public or private was discussed. It was previously reported that the PMRPC is supported by public funds and those meetings were open to the public. PARRC is a sub-committee of PMRPC, no public funds were being used to support the PARRC and the only public funds used were for the Recreation Coordinator's position. A motion was made and carried to keep meetings limited to designated representatives and/or guests from each municipality, someone with a vested interest or the media as appropriate. Additionally, voting procedures were discussed. It was agreed that voting on PARRC matters was to be conducted with one vote from each municipality made by the designated representative or alternate. An additional designee could also be appointed by either of the listed municipal representatives as necessary for voting purposes. It was requested that the bylaws governing regulations be changed to reflect the decision of the PARRC members.
9. Updates from the PARRC members:
 - a. PAHWF: No announcements.
 - b. North Coventry: No announcements.
 - c. Pottstown Borough: M. Lenhart reported that the Nature Based Play Space is progressing.
 - d. Lower Pottsgrove: B. Keohane reported that the Community Day at the end of October went very well.
 - e. Douglass Township: No announcements.
 - f. West Pottsgrove Township: C. Valentine reported that the Grosstown Road Bridge is open.
 - g. Upper Pottsgrove Township: H. Miller reported that this was his last PARRC meeting. He did not run for the Commissioner position and is retiring. He has enjoyed volunteering for the township and wanted to leave behind a legacy of new trails and parks within the township. He has been through 3 Township Managers, has been Commissioner for 8 years and was on the Planning Commission for 18 years. He will be spending time on several boards that save historic Revolutionary and Civil War battlefields.
 - h. MCPC: The DCNR/PAHWF mini-grant program will be back for 2018. MCPC was awarded \$100,000 and with a match of \$100,000 from PAHWF, \$200,000 will be available for PMRPC members. The grant round will open in March of 2018.

Adjournment: 7:00 PM

Recorder: M. Lane

2018 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):

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|-------------------|--------------------|-----------------|-----------------|---------------|----------------|
| January 24 | February 28 | March 28 | April 25 | May 23 | June 27 |
| July 25 | August 22 | September 26 | October 24 | December 5 | |

Next meeting: Wednesday, January 24th, 2018, 5:00 pm @PAHWF