



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

January 24, 2018

5:00 p.m. – 6:30 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
Bill Bushnell, District Chief of Staff, Rep. Toepel
Ken Pick, Exec. Dir., Berks County
Redevelopment Authority
Chris Hollinger, Brookside Family Restaurant
Kelly Mourar, Brookside Family Restaurant
Jeff Cardwell, Facilities Director, Pottsgrove
School District

Pete Hiryak, Douglass Township
Tony Kuklinski, Douglass Township
Nathaniel Guest, Exec. Dir, Colebrookdale Rail
Road
Michael Lenhart, Pottstown Borough
Donna Fabry, MCPC
Marley Bice, MCPC
Bill Keohane, Lower Pottsgrove Township
Carol Lewis, Upper Pottsgrove Township
Craig Colistra, PAHWF

Meeting notes:

1. Craig Bachik and Marcel Mileo from Navarro and Wright gave a presentation of the Tri-County Trails preliminary design/engineering plans. He stated that he will be meeting with some of the stakeholders within the next few months to discuss details of the trail alignments. He will also be flagging the trail alignments so there will be a better understanding of their locations. Several questions arose: do homeless people live under the Rt. 100 bridge and in the woods by it?; is the proposed small bridge in Murgia Park in the right location?
2. Meeting minutes from 12/7/17 were approved with a revision to # 9. Updates from PARRC members, h. MCPC, the last sentence should read "The opening of the grant round has yet to be determined".
3. The status of the PARRC meetings being open/closed to the public as well as voting rules was discussed. The PARRC Governing Regulations do not specifically dictate the voting rules for members. It was discussed to attribute one vote per representative or other designated alternate or appointee chosen by the participating municipality. The Pennsylvania Sunshine Act (Open Meetings Law) was reviewed and discussed. M. Bice reported that a sub-committee of a governing body that renders advice or takes official action is required to have an open and public meeting. As with other public meetings, it needs to be ADA accessible and advertised in the media. It was discussed that it could be advertised the same time the PMRPC meetings are advertised. The venue for the meetings was discussed. While they are currently held at the PAHWF and the building and conference room is accessible, the door to the elevator lobby is locked at 5:00 PM when the PARRC meetings begin. This can pose a problem for those coming late. M. Bice will discuss the issues at the PMRPC meeting and report back to PARRC.
4. The Pottstown Area Regional Recreation coordinator position was discussed. The Circuit Rider grant is ending the end of 2019. C. Colistra reported that there is a total cost of \$435,150.00 for the 5 year Circuit Rider position. PAHWF covers \$220,000 and DCNR covers \$100,000 with the municipalities covering the remaining cost of \$215,150 up to 2020. In the past 3 years, the total amount of grant funds acquired for the municipalities by the CR position is \$1.5 million. Over the next 4 – 6 months, we will prepare a presentation for municipal leaders that will cover the history of the PARRC position, funds spent to support it up to 2020 and then needed funds after 2020 and grants acquired.
5. It was reported the M. Lenhart will communicate with Amanda Finlaw to discuss how often the PottstownsFamilies.org website is used.
6. It was discussed that M. Lane received his Certified Playground Safety Inspector certificate and if any municipalities wanted an evaluation of their playgrounds, to let him know. West Pottsgrove Township had an interest for this spring. M. Lenhart will be auditing their parks this year. M. Lane requested to attend some of the audits with him.



**POTTSTOWN
METROPOLITAN
REGIONAL
PLANNING
COMMITTEE**

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

7. It was discussed if there were any new projects that needed funding assistance. Upper Pottsgrove was interested in funding for a bridge over Sprogels Run and West Pottsgrove was interested in a PECO Green Region or mini-grant for a pavilion in Murgia Park.
8. Updates from the PARRC members:
 - a. PAHWF: The LOI for PAHWF grants are due February 1, 2018. The PAHWF is developing a 5-year Needs Assessment report which the staff will be focused on. The “On Your Parks, Get Ready, Go” contest is being re-evaluated this year and will not be offered to the municipalities in 2018. It was reported that in 2017, 220 households participated in the contest, 50 didn’t register, 12 households visited more than parks than just the ones in their own township. They are looking at a new app for the phone and a marketing consultant for the summer to help with marketing the parks. A question was raised if the impacts of the Spotted Lanternfly was going to be in the needs assessment report?
 - b. North Coventry: On Sunday, January 28, at 2:00 PM, several members of the Historic Commission will tour the Spring Ford Historical Society building on 5th and Main Street in Royersford. They are thinking of adaptively re-using a building in Coventry Woods and are looking at examples of similar buildings. The Pennsylvania Horticultural Society has Tree Tenders that can be used to do work with any municipality that was awarded a TreeVitalize grant.
 - c. Pottstown Borough: M. Lenhart reported that the Greater Pottstown Tennis & Learning Center, a 501(c)3 non-profit USTA Community Tennis Association (CTA) and National Junior Tennis & Learning (NJTL) chapter that provides services for the communities in the Greater Pottstown area, is seeking to develop a tennis complex at Maple Street Park. They do 75% tennis and 25% healthy living educational programs. Kerriann Herdelin, Exec. Dir., has proposed for Phase I, a bubble over the courts and some renovations. For Phase II, a possible modular classroom building. They are partnering with the Arthur Ashe Foundation. He also reported that the YWCA is leaving their building. The renovations are too costly for them and are considering a “Y without walls” and doing programs in other buildings. They are moving the child care center and summer programs elsewhere.
 - d. Lower Pottsgrove: B. Keohane reported that reported that as part of the Spring Valley development, the township received land with a barn on it. The township is not interested in the barn and asked if anyone wanted it. It was suggested to contact a member of the Amish community to see if they would be interested.
 - e. Douglass Township: No announcements.
 - f. West Pottsgrove Township: C. Valentine reported that the small bridge over the Goose Run is scheduled to be constructed this spring.
 - g. Upper Pottsgrove Township: No announcements.
 - h. MCPC: No announcements.

Adjournment: 7:30 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):

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, February 28th, 2018, 5:00 pm @PAHWF