



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

PARRC MEETING MINUTES

September 25, 2024-A hybrid meeting

In attendance:

Michael Lenhart, Borough of Pottstown
Bill Keohane, Lower Pottsgrove Township
Charlie Valentine, West Pottsgrove Township
Karen Nocella, East Coventry Township
Mark Bedle, Washington Township
Jay Erb, North Coventry Township

McKenna Powanda, Douglass Township
Mark McKinnie, Upper Pottsgrove Township
Tim Konetchy, Montgomery County Planning Commission
Tricia McCloskey, PARRC Regional Recreation Planner
Shelley Kriczky, PARRC Recreation Assistant
David Yeck, Wm. & Dorothy Yeck Family Foundation

1. Call to Order- M. Lenhart called the PARRC meeting to order at 4:30pm and the Pledge of Allegiance was made.
2. Welcome and Introductions. A round of introductions were made for D. Yeck.
3. Approval of meeting minutes from August 28, 2024. The minutes were motioned for approval by M. Bedle and seconded by M. Powanda. The motion was approved with no objections or abstentions.
4. Public Comment-None.
5. Executive and Subcommittee Reports.
 - a. Treasurer's Report. M. Lenhart stated there is a question about the balance on one of the Diamond Credit Union balances. M. Lenhart also stated that PARRC received the invoice from Schuylkill River Greenways and it is incorrect. The amount requested was \$72,154.00 and the correct amount should be \$67,952.00. Unspent funds have to be returned to PARRC and must be placed in an operational fund. M. Bedle asked what the contribution amount for 2025 is. M. Lenhart responded that the 2025 municipal contribution is \$8,756.00. M. Bedle asked if the amount increases every year and M. Lenhart responded yes. B. Keohane stated that the agreement reads, "At the close of the fiscal year, unspent funds are returned to PARRC."
 - b. Events Subcommittee. M. Lenhart stated that there is \$300.00 in hand from sponsors. PARRC's municipalities have reached out to their attorneys and engineers, although some firms overlap. Registration is now live through the Borough's recdesk portal but no one has registered to participate yet. T. McCloskey asked B. Keohane if he would work with Pottsgrove Recreation to promote it. S. Kriczky will report on Facebook and tag all of the municipalities. B. Keohane will reach out to Constellation Energy and Mascaro for sponsorships.
 - c. Financial Sustainability Subcommittee. No report.
 - d. DEI Subcommittee. T. McCloskey stated that she is continuing to work on the Ricketts sign but will still have funding left over. A discussion of the use of the DCNR "Parks for All" signage in the parks was discussed. T. McCloskey will get a price and order the signs.
 - e. PARRC Foundation. M. Lenhart stated that September is the last Foundation meeting of the year. After that, Foundation business will be handled on this part of the PARRC agenda and Foundation meetings will be held quarterly or as deemed necessary.

6. County Planner Updates. T. Konetchy stated that PMRPC Public Survey for the Comprehensive Plan update is up and open. They would like to have some more respondents. He also stated that the County has published some new reports regarding housing units, non-residential construction projects and the median price for housing. An educational opportunity will be held October 30th at Upper Gwynedd Township regarding Active Transportation and a course in zoning administration will be held in October. K. Nocella asked T. Konetchy when the PMRPC Comprehensive Plan will be completed. He responded that he anticipates the semi-final plan will be done by February. T. McCloskey stated that S. Buck emailed her and stated that his one update is that the Chester County Trail Master Plan will be available soon on the County website. J. Erb discussed the possibility of having historic resources added to the PARRC interactive map in light of the America 250 event. T. McCloskey stated that she would have to find additional funding to pay AMC to do that, but it was a great idea.
7. Planner Report. T. McCloskey reviewed her work within the PARRC region on the monthly Planner Report, including submission of two PAHWF grant applications, continued work on the StoryMap project, initiation of work on the Nature Based Placemaking project, grant closeout reports, and coordination on active design and construction projects. K. Nocella asked a question regarding the status of the Parkerford Park Project and whether East Vincent Township can apply to PAHWF for funding for their side of the project. S. Kriczky presented the PARRC Fall Newsletter. M. Lenhart stated he will send it to Borough Council.
8. Old Business
 - a. Interactive Map and Storymap update. Covered under Planner Report.
 - b. New PARRC & PARRC Foundation Logos. M. Bedle stated he will present designs in December.
 - c. Nature Based Placemaking Project-T. McCloskey stated she will contact Julie Fitzpatrick to see if she can join the next PARRC meeting to go over the NBPM proposal with the group. T. McCloskey stated she will resend the Study Committee list with potential members.
9. New Business
 - a. Memorial Tree & Bench Program. M. Bedle shared that some of Washington Township's parks are mostly devoid of trees since they were previously used in agriculture. In order to increase trees at the park, the Township is considering implementing a memorial tree and bench program. K. Nocella described the process East Coventry went through to add benches to Ellis Woods Park. Funding to purchase the trees came from the William Penn Foundation. J. Erb asked M. Bedle if any of the land was within riparian buffers and indicated that would help with funding for plantings and trees. M. Bedle stated that the Middle Creek headwaters are within the Washington Township Nature Preserve. M. McKinnie stated that Upper Pottsgrove Township has a memorial bench program and T. McCloskey stated she would reach out to Upper Pottsgrove to get some more information on it.
10. Grant Announcements. M. Lenhart stated that the PAHWF grants applications are due October first, PECO Green Region grant applications are due October 24th and DCED Local Share Account grants are due November 30th.
11. Partner Updates.
 - M. McKinnie, UPT-M. McKinnie stated that Community Day is scheduled for September 28th from 11am to 3pm. He also announced that the portion of the Stuart property adjacent to Hollenbach Park needed for the future development of the disc golf course was closed on.
 - B. Keohane, LPT- Community Day was held September 7th and the Adventure Grove Playground Fundraiser raised roughly \$1,000. B. Keohane stated next year the fundraiser may be held as part of the Summer Concert Series schedule. The Township's Empower Your Park event will be held on October 19th. B. Keohane said he will reach out to Travels with the Post to help advertise the Putt for Parks Tournament.

- K. Nocella, ECT-Fall Festival is scheduled for Saturday, October 26th, from 10am to 1pm, which is also the last day of tours of Frick's Lock village. There will be a live owl demonstration, a band, food truck, and the village tours. Constellation Energy provided some of the funding for the event.
- J. Erb, NCT-The Township's Empower Your Park Event will be held on Saturday October 13th at Kenilworth Park at 1pm.
- C. Valentine, WPT- The Township's Empower Your Park Event will be held on October 26th and volunteers will help install nesting boxes in Murgia Park.
- M. Bedle, WT-A Craft Fair will be held at Barto Park and a bonfire is scheduled for November 9th. A Fall Festival may be held next year, which would be the first one in the Township in about twenty years. T. McCloskey mentioned that the \$800.00 requested from PAHWF for Events support/refreshments was granted.
- M. Powanda, DT-M. Powanda stated that the Tennis Court/Pickleball Court Project in Douglass Park is complete, and the trail resurfacing project is also complete.
- M. Lenhart, PB- The Memorial Park Bridge Project is complete. Contech Engineers was the low bidder on the project and was adequate. The Riverfront Park Bridge project is coming in about \$80,000 under budget. The remainder of the work on the Chestnut Street Park Redevelopment Project should be completed next week. The South Street Park Redevelopment Project should begin in this fall. Spooky Golf will be held at Manatawny Green at the end of October.

12. Action Items. M. Lenhart stated that the following action items:

- Find foursomes for the Putt for Parks Tournament
- Ask for sponsors for the Putt for Parks Tournament
- Review the Nature Based Placemaking Contract
- Send the PARRC Newsletter to your Boards

13. Next PARRC meeting- M. Lenhart stated that the next PARRC meeting will be held on 10/23/24, and to send all agenda items to T. McCloskey. T. Konetchy stated to reach out to the County for support letters for grant applications.

14. Adjournment- A Motion to Adjourn was made by J. Erb and seconded by C. Valentine; the motion passed and the meeting adjourned at 6:26pm.