



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

January 22nd, 2020

5:00 p.m. – 6:30 p.m.

@PAHWF

In Attendance:

Liz Willow, East Coventry Township

Cathy Paretti, Upper Pottsgrove Township

Michael Lenhart, Borough of Pottstown

Charlie Valentine, West Pottsgrove Township

Bill Keohane, Lower Pottsgrove Township

Jay Erb, North Coventry Township

John Cover, MCPC

Dave Kraybill, PAHWF

Meeting notes:

1. Welcome and Introductions. Cathy Paretti was welcomed as the new representative for PARRC from Upper Pottsgrove Township.
2. Meeting minutes from December 5th, 2019 were approved. C. Paretti abstained.
3. Liz Willow gave a brief presentation of the PA Master Naturalist Class. She also gave M. Lane a project form requesting approval to do a project with PARRC as a Master Naturalist.
4. Status of IA presentations – all municipalities have presented the IA to their BOS/BOC. Douglass Township's solicitor is reviewing the IA. J. Cover revised the IA after reviewing the comments from Chuck Garner and ECT's solicitor. He is finalizing the document and will send it to each municipality's solicitor for a final review before it is sent PARRC for a vote at the February 26th meeting. A quorum of members will be needed for a vote on the 26th. John will then send it to each municipality on PARRC's behalf so that they can hold a public hearing, approve it and adopt it by ordinance.
5. Strategic Plan – M. Lane discussed the 3 proposals submitted for PARRC and asked that the members review the proposals and send their evaluation sheets to him by February 19th for tabulation and then discussion at the February PARRC meeting.
6. Restructuring PARRC for 2020 – It was discussed, motioned and approved to leave the current structure as is until PARRC becomes its own entity. PMRPC will still be PARRC's umbrella organization until it is on its own. Follow up from last meeting - The Committee requested that M. Bice be asked to find out when PARRC becomes an independent entity, will they need to get a tax exempt ID number for contracted work. They also asked if PMRPC has a tax ID number. M. Lenhart will ask Cathy Paretti if her organization has a tax ID number
7. Regional Recreation Coordinator annual review – It was requested that all members send their evaluation sheets to C. Colistra for tabulation. PARRC will meet and discuss the results and then the final results are sent to M. Lane. Three peoples, the chair and 2 others, will meet with M. Lane and review the results. Any comments from that meeting will be discussed at the February 26th PARRC meeting. C. Paretti requested to be at the PARRC review meeting in February.
8. Policy for Hazardous Trees – M. Lane reviewed the article concerning the court case brought by the families whose sons were killed by a falling tree branch while camping at Yosemite National Park. Municipality's ordinances cover trees along roads and within the ROW. Most PARRC members think that their insurance covers accidents on Park and Recreation lands. M. Lenhart stated that they removed ash trees early as recommended by their Stewardship Plan. It was requested that M. Lane research the issue and present a policy to the members. They asked if it should be like the 7-point plan in the article or a modified one. They also



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requested what the costs would be if an arborist prepared an assessment of hazardous trees. It was requested I check with East Coventry to see if they are already covered and have an indemnification clause in their insurance.

9. WPT Murgia Park Stream Bank Stabilization Project – M. Lane discussed the recent completion of the project and reviewed the fact sheet and suggested if any municipalities have a similar project they could use similar methods for stabilizing the stream bank.
10. PottstownRx – The initiative is still moving forward and have upcoming meetings with Tower Health and DCNR for funding.
11. All Inclusive Playground in Upper Pottsgrove Township - Cathy Paretti stated that the playground was discussed with the Commissioners and they approved moving forward with the project at Hoffman Field. M. Lane discussed that his time for coordinating the Master Plan for Hoffman Field will be tasked to Upper Pottsgrove Township and his time for just the playground will be tasked as a Regional project since 3 PARRC municipalities are involved.
12. Updates from the PARRC members:
 - a. PAHWF: The PMRPC mini-grant committee is meeting next week and announcements should be out by the end of January. If any member has an active mini-grant project from Round 1 that their 12-month progress report is due March 1st and that stamped plans be provided to PAHWF before site work starts.
 - b. MCPC: There is a new Chief of Open Space & Trails for the County. Bill Hartmann will be starting on 2/10/20 in the position. The MCPC 2040 Grant Program is now taking applications for projects. The due date is March 1, 2020, the maximum grant award is \$200,000 and average award is \$100,000 and a 20% match is needed. *They are now accepting applications for open space acquisition.* There are focus areas and there has to be a plan in place or compelling reason why the parcel is to be acquired. For example, adjacent to an existing park or open space, conserve a vital resource, make a trail connection, etc. Two applications can be submitted.
 - c. North Coventry Township – Funds have been acquired for the trail head at Mont Clare along the SRT.
 - d. Pottstown Borough: Memorial Park bridge over the Manatawny Creek is out. They are still taking out ash trees in Riverfront Park.
 - e. Lower Pottsgrove: B. Keohane stated that the bids for Gerald Richards Park are due out this month.
 - f. West Pottsgrove Township: C. Valentine stated they are looking into the Dandy Dam property on the Goose Run to acquire from Waste Management.
 - g. Upper Pottsgrove Township: Cathy Paretti stated that the playground was discussed with the Commissioners and they approved moving forward with the project at Hoffman Field. The Open Space Plan update will be presented to the Commissioners in February for approval.
 - h. Douglass Township: M. Lane needs to call them about Keller Woods Trail Plan.
 - i. East Coventry Township: They have almost completed their Wayfinding and Signage project concept plans and will present them to PARRC.

Adjournment: 7:03 PM

Recorder: M. Lane



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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):

<i>January 23</i>	<i>February 27</i>	<i>March 27</i>	<i>April 24</i>	<i>May 22</i>	<i>June 26</i>
<i>July 24</i>	<i>August 28</i>	<i>September 25</i>	<i>October 23</i>	<i>December 5</i>	

Next meeting: February 26, 2020 5:00 pm @PAHWF