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PARRC MEETING MINUTES

June 28, 2023-A hybrid meeting

In attendance:

Jay Erb, North Coventry Township	Michael Lenhart, Borough of Pottstown
Karen Nocella, East Coventry Township	Tricia McCloskey, PARRC Regional Recreation Planner
Bill Keohane, Lower Pottsgrove Township	Emma Heffner, PARRC Recreation Assistant
Charlie Valentine, West Pottsgrove Township	Tim Konetchy, Montgomery County Planner
Rich Sichler, Washington Township	Steve Buck, Chester County Planner
McKenna Powanda, Douglass Township	Joe Swiss, Resident
Craig Colistra, PAHWF	Ed Washington, Resident

Meeting Notes:

1. Call to Order- 4:35pm and Pledge of Allegiance.
2. Welcome; introductions were made for members of the public that attended: Joe Swiss and Ed Washington.
3. Meeting minutes from May 24, 2023, were motioned for approval by B. Keohane and seconded by J. Erb; all approved. There were no abstentions.
4. Public Comment-E. Washington asked about the status of the bridge project in Memorial Park. M. Lenhart stated that the bridge was in fabrication now and construction will occur next spring or summer. E. Washington also asked about information on paratransit service on the weekends. S. Buck mentioned that the Schuylkill River Rail Task Force submitted an application to the federal government for a number that will allow additional studies to take place. The website GOSRPRA.com has additional information. B. Keohane shared that he will send the Nature Based Place Making slides from the presentation by J. Fitzpatrick of the PA Downtown Center to Representative Ciresi.
5. Executive and Subcommittee Reports.
 - a. Treasurer's Report. C. Paretti previously provided the Financial Report and it was accepted by the Committee. M. Lenhart stated that there is \$17,966.95 in checking and \$15,116.96 in savings. The report stated that invoices were mailed out to the municipalities and are due July 31st. T. McCloskey stated she received a paper check from PAHWF for the Interactive Map and Story Map project which represents funding from the Yeck Foundation. She stated she will drop the check off at Upper Pottsgrove's office tomorrow so C. Paretti can deposit it. C. Colistra stated that he and C. Paretti met with Elaine Anderson, SRG's new Finance Director to touch base about PARRC issues. C. Colistra stated that E. Anderson has a lot of nonprofit experience. M. Lenhart stated that a draft of the proposed MOU will be ready for her review soon.
 - b. Events Subcommittee. C. Colistra stated that the Events Committee has not met and that there were no updates. C. Valentine stated that he got a group of about 5 people together and went to two township parks and cleaned up the parks and painted benches. T. McCloskey thanked C. Valentine for organizing the day getting people into the parks to volunteer. T. McCloskey stated that Healthy Lands Week is September 23 to October 1st and PARRC should consider this week for its fall Empower Your Park event

- day. The week has two Saturdays that events could be held on. M. Lenhart stated that this week was a good time for the Borough and J. Erb agreed it was a good time for North Coventry.
- c. Financial Sustainability Subcommittee. M. Lenhart stated that the committee needs to discuss and approve the five-year plan.
 - d. DEI Subcommittee. T. McCloskey stated that the DEI training is confirmed for September 27th at 4pm. C. Colistra stated that there is a fifty person maximum for the training. T. McCloskey stated she would prepare an email for the municipalities to send out to their managers and officials. J. Erb stated he knew of two people besides himself that are interested in attending. J. Erb asked if there should be a registration form and T. McCloskey stated she would look into that.
6. County Planner Updates. T. Konetchy stated that Upper Pottsgrove Township received a \$200,000 MontCo 2040 Grant award for Hollenbach Park and that the County Transportation Grant Program is open until July 31st. On July 26th, the County will host a lunchtime webinar about Historic Preservation and on October 23, there will be an-person Land Stewardship event. He also shared that he, C. Colistra and M. Bice met to discuss the PMRPC mini-grant program. S. Buck stated that Round 2 of the Chester County Vision Partnership Program will open on July 3rd. Projects must support the goals and recommendations of Landscapes3 and include comprehensive plans, historic resource and trail feasibility studies and ordinances. There is a 40% match requirement. Applications are due September 8th.
 7. Planner Report and Trail Report. T. McCloskey went through the Planner's Report with the Committee. Items included the submission of two DCED Greenways, Trails, and Recreation Program grant applications; one for the Borough of Pottstown, and one for Upper Pottsgrove Township for a total of \$500,000. Other work included beginning work on a PennDOT TA Set Aside application for East Coventry Township for a Frick's Lock Village historic preservation project and a PennDOT ARLE grant application for pedestrian improvements on Gilbertsville Road at the Althouse Arboretum. M. Powanda stated that Douglass wants to buy its own trail sensors. T. McCloskey stated she will ask E. Heffner to research new trail sensors.
 8. Old Business
 - a. PARRC Foundation first meeting to be held after the PARRC regular meeting.
 9. New Business.
 - a. PMRPC Grant Scopes. T. McCloskey stated she prepared a draft list of potential scopes of work for each municipality for the next PMRPC grant round. The group briefly discussed the list. T. Konetchy stated he was glad to see the scopes in advance of the grant round.
 - b. Secret Valley Trail Support Letter. T. McCloskey stated that she was asked to be a part of the Secret Valley Trail Study Committee. The trail will connect Boyertown to Pottstown and is in the conceptual stages. The committee is looking for a support letter for the project. The Committee discussed the letter and whether it would be better coming from the communities involved, such as West Pottsgrove and Pottstown or from the Committee as a whole. The group decided it was better to send the letter from PARRC as a whole. A motion was made by J. Erb for PARRC to provide a support letter for the Secret Valley Trail project, to be drafted by T. McCloskey. C. Valentine seconded the motion, all voted in favor and there were no abstentions.
 10. Grant Announcements. M. Lenhart discussed the due date for the draft PennDOT TA Set Aside Program grant application of July 17th and the Local Share Account-Berks deadline of September 30th.
 11. Partner Updates:
 - Douglass: M. Powanda stated that he recently met with the County Planning Commission to discuss the preparation of design drawings for the tennis court/pickleball court project. He also shared that the new

tractor was delivered to the Township, which will be used for park maintenance was paid for through the Local Share grant.

- East Coventry: K. Nocella stated that only three people showed up for the National Trails Day event at the Nature Preserve, but that they had a good time.
- Lower Pottsgrove: B. Keohane stated that the first summer concert had to be postponed for bad weather but that concerts are scheduled for the next six weeks on Sunday evenings at 6pm in Sanatoga Park.
- North Coventry: J. Erb stated that the Township received its license from PECO for the Coventry Trail from Hanover Street to Route 724.
- Pottstown Borough: M. Lenhart stated that EPA grant funding was received by the Borough in the amount of \$491,000 on July 1st for the environmental cleanup of Pollock Park.
- Upper Pottsgrove: C. Paretto not present.
- West Pottsgrove: No update.
- Washington Township: R. Sichler stated that the Township's new Open Space Plan should be completed by the end of the year and that the Board of Supervisors was glad to hear of the Local Shares Account program for Berks County municipalities.
- PAHWF: C. Colistra stated that the PAHWF's next grant cycle will be more streamlined and that the LOI process is being eliminated. The grant program will open on September 1st. An email will go out shortly regarding an information session in late August and the new software that will be utilized to complete the grant. Applications will be due 10/1.

12. Action Items. None.

13. Next PARRC meeting-M. Lenhart stated that the next PARRC meeting will be held on 7/26, and to send all agenda items to T. McCloskey.

14. Adjournment- A Motion to Adjourn was made by J. Erb and seconded by B. Keohane; the meeting adjourned at 5:54pm.