



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

August 22, 2018

5:00 p.m. – 6:30 p.m.

@PAHWF

In Attendance:

Michael Lenhart, Borough of Pottstown
Charlie Valentine, West Pottsgrove Township
Jay Erb, North Coventry Township
Kevin Hennessey, North Coventry Township

Nancy Toothaker, Upper Pottsgrove
Bill Koehane, Lower Pottsgrove
Marley Bice, MCPC
Craig Colistra, PAHWF

Meeting notes:

1. Meeting minutes from July 27, 2018 were approved. K. Hennessey & N. Toothaker abstained.
2. Recreation Coordinator position extension – M. Lane discussed the Townships that had seen the PPT and the reactions so far. C. Colistra discussed sending out a revised MOU/Resolution for each of the municipalities to review and sign if they were interested in extending the Recreation Coordinator position. It was also discussed that PARRC needed to sign a Resolution approving the Recreation Coordinator position. C. Colistra and M. Lane will get back in touch with East Coventry and New Hanover Townships. New Hanover expressed interest in possibly joining PARRC in another year. It was suggested that the issue of joining PARRC, other than the beginning of the 5-year period and the fee structure for joining late, be addressed in the governing regulations. It was also discussed to reconsider when dues are required to be sent in and should it follow a calendar year. It was suggested that each Township receive the 3 different types of funding models so they could budget it in the next 5 years. The invoice for the last Circuit Rider payment for year 5 was sent out in July that the municipalities need to pay. C. Colistra and M. Lane will develop MOU documents that categorizes what each supporter, (SRG, PMRPC & PAHWF) of the Recreation Coordinator position will pay and be responsible for. It will cover 2 scenarios, with and without a part-time assistant. These will be sent to PARRC and each municipality.
3. Tri-County Trail Study – M. Bice requested the length of trails and main stem of trails for the PMRPC meeting in October.
4. Pottstown, Memorial Park Playground Phase II – M. Lenhart stated that they are hoping to close out the PAHWF grant by the end of 2018.
5. WP, Murgia Park Phase II & III – developing close out documents for PAHWF & DCNR grant for Phase II.
6. LP, Gerald Richards Park – NPDES permit approval still pending.
7. NC, Hanover Meadows Park – Bids awarded for park & maintenance building; DCNR and USDA approved contracts; preconstruction meeting coming up.
8. UP, Open Space Plan update – still progressing, will present at Community Day and Public Workshop in September.
9. Grant Applications submitted/developing – UP submitted a grant application to PAHWF for trail sensors. They should hear if the LOI was approved by end of next week. They will have a month to submit. October 1st, final applications are due. PMRPC mini-grant has a grant round opening this fall that is administered by PAHWF. It is open to the 8 PMRPC municipalities and the max amount is \$25,000 and has an 18 month grant term. Also, the PECO Green Region grant round has opened up. Grant applications are due by the end of October.
10. The Hill School has a Meet with the Headmaster event the first Wednesday of every month where community leaders meet for breakfast.



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11. Playground evaluations are complete for all municipalities that requested an inspection. It was mentioned that Warwick Park has a sign by the playground that notes when the last inspection was performed by a CPSI.
12. It was requested for the DCNR close out of the Circuit Rider position that evaluations be submitted by each PARRC member by the September 26th PARRC meeting. All comments should be forwarded to C. Colistra.
13. Updates from the PARRC members:
 - a. PAHWF: C. Colistra announced that the Foundation would like to sponsor a workshop concerning evaluating park impacts/trail usage. It would involve evaluation of large meta data, mostly social media information. It would be on a Friday, probably all day in October or November and there would be a fee of \$100.00. Comments included that the County and local municipalities are not collecting data from Facebook, etc. and it might be premature to do it now. C. Colistra stated that he will send PARRC further information.
 - b. North Coventry: They are revising their park ordinances to include new technology uses such as drones, etc. The SRT engineering plans have been sent to East & North Coventry for review. The Valley Forge Freedom Foundation has a Medal of Honor Grove of 50 acres near the Valley Forge Historical Park on Rt. 23 by the large flag. It is a Level 1 Arboretum, has an 8' wide trail and QR codes next to the honorees memorial.
 - c. Pottstown Borough: They are applying for a TreeVitalize grant to band Ailanthus trees. The Montco 2040 grant round is open. The project needs to be consistent with the Montco Comp Plan, have a sustainability component to it and can only have one grant at a time. They fund shovel ready projects. They are also looking for streambank stabilization grants.
 - d. Lower Pottsgrove: Sumer concerts done for the season.
 - e. West Pottsgrove Township: No updates.
 - f. Upper Pottsgrove Township: They are planning improvements to Hollenbach Park – new shade trees, trails and pavilion. They will know more after the public workshop for the update to the Open Space Plan.
 - g. Douglass Township: No updates.
 - h. MCPC: M. Bice announced that Bike Montco was adopted a few weeks ago. It identified on road bike facilities and low level stress road networks for bicyclists. Final study can be viewed on their website.

Adjournment: 6:45 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):

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

Next meeting: Wednesday, September 26th, 2018, 5:00 pm @PAHWF