



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

PARRC MEETING MINUTES

October 27, 2023-A hybrid meeting

In attendance:

Michael Lenhart, Borough of Pottstown

Jay Erb, North Coventry Township

Bill Keohane, Lower Pottsgrove Township

Charlie Valentine, West Pottsgrove Township

Cathy Paretti, Upper Pottsgrove Township

Rich Sichler, Washington Township

Karen Nocella, East Coventry Township

Craig Colistra, PAHWF

Tim Konetchy, Montgomery County Planner

David Yeck, Wm. & Dorothy Yeck Family Foundation

Deborah Vereen, The Vereen Group

Tricia McCloskey, PARRC Regional Recreation Planner

Emma Heffner, PARRC Recreation Assistant

Meeting Notes:

1. Call to Order- 4:30pm and Pledge of Allegiance.
2. Welcome; no introductions were necessary
3. Deborah Vereen of the Vereen Group completed her presentation regarding Diversity, Equity and Inclusion principles.
4. Meeting minutes from September 27, 2023. T. McCloskey indicated that she had previously removed Michelle Reddick's name from the attendee list for the training. The minutes were motioned for approval by J. Erb and seconded by B. Keohane. The motion approved with no abstentions or objections.
5. Public Comment-None.
6. Executive and Subcommittee Reports.
 - a. Treasurer's Report. C. Paretti previously provided the Financial Report and it was accepted by the Committee. C. Paretti stated that there is \$20,405.98 in the checking account and \$113,815.84 in the savings account. C. Paretti stated she needs the September approved minutes to be signed by the officers and T. McCloskey for the Foundation account at Diamond Credit Union. C. Paretti also stated that Diamond Credit Union wants to have T. McCloskey's name added to the By-laws. C. Paretti also stated that a check was sent to the Appalachian Mountain Club for their most recently submitted invoice.
 - b. Events Subcommittee. M. Lenhart stated that the Memorial Park Cleanup was rained out, and a spring date will be planned.
 - c. Financial Sustainability Committee. C. Paretti stated that depending on the amount of funding raised for the PARRC Foundation, the EZ form threshold is \$25,000, and we will need an account to help us file our taxes for the Foundation. M. Lenhart stated that the Financial Sustainability Committee will look for an accountant in the New Year.
 - d. DEI Subcommittee. T. McCloskey stated that additional funding will be left over after the Vereen Group's invoice is paid and we will have to figure out how to spend the remaining funds.
7. County Planner Updates. T. Konetchy stated that on October 30th, at the Schwenksville Borough Hall, 300 Main Street, from 4pm to 6pm there will be a program called "Supporting Municipal Land Stewardship." T.

Konetchy stated that representatives from Bird Towns, the Audubon Society and the Horticultural Society will be present to discuss best management practices. Additionally, T. Konetchy stated that Round 5 of the Minigrant program is due November 15th and so far, he has received two development applications and one planning application from PARRC.

8. Planner Report and Quarterly Report. T. McCloskey reviewed her work on Regional Projects, including attendance at regional trails meeting and the Schuylkill Highlands Conservation Landscape meeting. For individual projects, she shared that all of her time is allocated to preparing grant applications, and that in the last 30 days she submitted eight (8) grant application totaling over \$750,000. She also shared that the Recreation Assistance is assisting with two grant applications. T. McCloskey also presented the Quarterly Report to the Committee, and reviewed grants awarded and submitted in the last quarter, as well as her and E. Heffner's utilization for the last quarter.
9. Old Business
 - a. Five Year Funding Resolution. M. Lenhart stated that he still needs North Coventry's and East Coventry's Five-Year Funding Resolution-and that PARRC was on-track for year's end. He stated he did not foresee any problems with the Borough. C. Paretto stated that the Quarterly Reports help with the passing of the Resolution. C. Colistra stated that PAHWF has indicated that it would like the language highlighted in red to be added to the MOU regarding 5% per cent cap on costs. M. Lenhart to send T. McCloskey a copy of the MOU with the highlighted language.
 - b. Regional Recreation Planner Performance Review & Meeting and Recreation Assistant Review. M. Lenhart stated that the meeting to go over the review for the Regional Recreation Planner, and the results of T. McCloskey's review of the Recreation Assistant will be held November 15th at 4pm.
10. New Business.
 - a. AMC Presentation. T. McCloskey stated that the Appalachian Mountain Club would like to provide a short presentation of the new PARRC interactive map to the Committee in December. The Committee approved the December meeting for a 20 minute presentation.
 - b. 2024 Meeting Schedule. The 2024 Meeting Schedule was reviewed by the Committee. B. Keohane asked why the December meeting is on the first Thursday. J. Erb responded that that was when it was held when PARRC was part of the PMRPC. M. Lenhart requested that a motion be made to approve the 2024 PARRC meeting dates. C. Valentine made the motion and it was seconded by J. Erb. All present approved the motion.
11. Grant Announcements. M. Lenart reviewed the upcoming grant deadlines, including the PECO Green Region program, due November 10th.
12. Partner Updates.
 - B. Keohane, LPT stated that the new sign at Sanatoga Park has been installed, and that their Community Day was a success and that he now knows how to run and supervise a bounce house.
 - K. Nocella, ECT stated that the Fall Festival was a success and that about 60 people attended, plus people coming off the SRT. People were very pleased with Alicia Wilby's face painting. The festival had music, free food, and tours of Frick's Lock Village.
 - J. Erb, NCT stated that the PECO licensing for the Coventry Trail has been approved, and that the Coventry Woods Bonfire is scheduled for November 4th from 5pm to 9pm.
 - C. Paretto, UPT stated that their Community Day is scheduled for November 4th from 10am to 3pm.
 - M. Lenhart, PB stated that the Halloween Parade was last Sunday and that Spooky Golf is scheduled for October 21st. He also stated that the Borough is working on many projects. The bid opening for the

Riverfront Bridge Project should be in November, and the new bridge for the Memorial Park Bridge project should be delivered in April 2024. The Borough would like to have it installed prior to the Volleyball Rumble.

- C. Colistra, PAHWF-nothing to report.

13. Action Items-none.

14. Next PARRC meeting-M. Lenhart stated that the next PARRC meeting will be held on 12/7, and to send all agenda items to T. McCloskey.

15. Adjournment- A Motion to Adjourn was made by B. Keohane and seconded by J.Erb; the meeting adjourned at 5:57pm.