



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

April 24th, 2019

5:00 p.m. – 6:30 p.m.

@PAHWF

In Attendance:

Michael Lenhart, Borough of Pottstown
Charlie Valentine, West Pottsgrove
Jay Erb, North Coventry
Chuck Note, Upper Pottsgrove
Bill Keohane, Lower Pottsgrove

Craig Colistra, PAHWF
John Cover, MCPC
Marley Bice, MCPC

Meeting notes:

1. Welcome and Introductions. Chuck Note from UPT attending for G. Churach.
2. Meeting minutes from March 27, 2019 were approved.
3. C. Colistra & M. Lane discussed their presentation at the PRPS conference. It was well attended and during the course of the presentation, it was discussed that most park departments were not performing much evaluation of their parks facilities, observation of users or tracking the number of park users. Many were interested in the use of trail sensors. We were invited back next year to present the results of our evaluation from the summer.
4. Mt. Biking – it was discussed that M.Lane was investigating the mt. biking opportunities in some of the municipalities with Dave Stutsman. There was also a discussion of allowing ebikes (electric bikes) in parks. Chester County parks allows it but some other park systems do not. Ebikes are becoming more popular.
5. Disc Golf – it was discussed that M.Lane was investigating the disc golf opportunities in some of the municipalities with Eric Guest. Disc golf is becoming more popular. C. Valentine inquired if a disc golf course was possible in the sloped woods in Old Timers Field Park. M. Lane would contact E. Guest to discuss.
6. PECO grants - The PECO grant round is open and closes October 31, 2019. J. Erb was interested in a possible PECO grant for pickleball courts in Riverside Park. There was a discussion concerning PECO's familiarity with multi-municipal organizations and grant submissions.
7. PAHWF grants – The grants are still being reviewed and there should be announcement of awards in June.
8. Rubber Surfacing - J. Erb received an email from Tom Carroll that he will forward to PARRC. Warwick Park has crumb rubber and there is a park in Downingtown that has poured in place that C. Colistra will forward info about it.
9. Discussion of Announcements:
 - Regional Event – it was decided to discuss the planning of the event this summer for an event in 2020 and possibly on Earth Day.
 - Intergovernmental Agreement - It was discussed when was a good time to present the issue of becoming more independent and the IA with the municipalities. It was decided that the presentation that B. Keohane is developing should be ready so PARRC could: present to the BOC/BOS/solicitor in June; BOC/BOS/solicitor would review it in July; advertise/30 day review in August so that it is in place by September. No dollar amounts were changing from the Resolution recently signed by the municipalities last year. The IA needs to be adopted by ordinance by each municipality. The IA needs to be adopted by each municipality's solicitor and



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there needs to be a 30 day advertisement. The IA needs to be signed by all municipalities. No documents need to be submitted to the State of Pennsylvania for registration. It was decided to add to the presentation a discussion of funding for the PARRC position and possible funds needed in the first year to establish a checking account and to pay for an annual audit and for future years for special events, matching funds for grants, hiring staff and/or consultants, etc. Bill will add this as the last slide in bullet form. It was suggested that the annual audit could rotate each year to a different municipality. PMRPC currently has a line item for advertising/operating expenses and a line item for PARRC salary. J. Cover stated that it was better for grants if we were a multi-municipal organization. He also stated that if we needed his assistance with presenting to BOS/BOC, he would come to the meetings.

- SRG & MOU – C. Colistra stated that he will send out the existing MOU that includes SRG, PMRPC and PAHWF. PMRPC will no longer be the fiscal agent so he will change it where appropriate. SRG will supply benefits for PARRC position and municipalities will supply funds. M. Lane stated that SRG will be updating computers and software possibly this year which could cost \$2K.
- PARRC & PMRPC MOU – the existing MOU with PMRPC expired last year. A new MOU will be signed by PARRC when it is independent. PRMPC voted to sign on for the next 5 years to be the fiscal agent for PARRC.
- Bylaws/governing regulations – The IA has bylaws. Do we need to integrate our existing bylaws into it?
- Procedures – C. Colistra will send to M. Lenhart the procedures for his review.

10. Updates from the PARRC members:

- PAHWF: The Needs Assessment should be completed by the beginning of May. It will include health needs, etc that were in the previous report and cover 7 school districts and 33 municipalities.
- North Coventry: The Coventry Woods Festival will be on May 19th from 1 – 5 PM They will have the goat race and cow plop events. They are moving forward with the boat dock project and have received proposal from several vendors.
- Pottstown Borough: Tomorrow, the construction for Spruce Street Park starts. The pre-bid meeting for the Memorial Park Playground project was last Thursday and 3 contractors were in attendance. Potential budget is \$140,000 to \$160,000. August 26th is the project start date.
- Lower Pottsgrove: Easter Egg Hunt was 2 weeks ago and they received no negative comments on its implementation.
- West Pottsgrove Township: May 4th is the Fishing Rodeo. There will be no Community Day. They will have a Tree Lighting ceremony with carols. They are considering filling in the community pool. The property is being appraised for possible sale. If the appraisal is not high enough to recoup expenditures, they will fill in the pool and make it a park. American Pool expressed an interest in buying it but it would have to be publicly bid.
- Upper Pottsgrove Township: They are almost through with the Open Space Plan update and are discussing conservation easement issues with the Grimm property.
- Douglass Township: No.
- MCPC: The County's 2040 grant program grant applications were due April 15th. They received requests for \$3.0 million and the county has \$1.5 million in funds.



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Adjournment: 6:51 PM

Recorder: M. Lane

2019 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: May 22, 2019 5:00 pm @PAHWF