



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

## **PARRC MEETING MINUTES**

September 28, 2022-A hybrid meeting

### **In attendance:**

Michael Lenhart, Borough of Pottstown  
Cathy Paretti, Upper Pottsgrove Township  
Jay Erb, North Coventry Township  
Karen Nocella, East Coventry Township  
McKenna Powanda, Douglass Township  
Bill Keohane, Lower Pottsgrove Township

Charlie Valentine, West Pottsgrove Township  
Tim Konetchy, Montgomery County Planning Commission  
David Yeck, Wm & Dorothy Yeck Family Foundation  
Joseph Ciresi, PA State Representative  
Craig Colistra, Pottstown Area Health & Wellness Foundation  
Tricia McCloskey, PARRC Regional Parks Planner

### **Meeting Notes:**

1. Call to Order- 4:35pm and Pledge of Allegiance
2. Welcome.
3. Meeting minutes from August 24, 2022, were motioned for approval by J. Erb and seconded by B. Keohane, all approved. No abstentions or corrections. At this time, Representative J. Ciresi joined the meeting in person and a round of introductions were made. Rep. Ciresi stated he met B. Keohane at the Lower Pottsgrove Community Day event and had not heard of PARRC so he indicated he would attend a meeting. Rep. Ciresi indicated that he had discussed the potential for a community center in the PARRC region. Discussion ensued regarding how PARRC is funded and how PARRC members assist each other with shared experiences, information, and the development of a regional volunteer program. Rep. Ciresi stated that it's a benefit that PARRC is a multi-county organization because he is aware that many people from Chester County come to Montgomery County to recreate, and vice versa.
4. Public Comment-none.
5. Executive and Subcommittee Reports.
  - a. Treasurer's Report. C. Paretti previously provided the Treasurer's Report and it was accepted by the Committee. C. Paretti indicated not to be alarmed by the \$0.00 balance in the checking account, because the PAHWF check was not received until after the payment to SRGA was made. C. Paretti also indicated that all restricted funds are in the savings account.
  - b. Events Subcommittee. J. Erb stated that it had a successful Empower Your Park volunteer event. About 15 people including C. Colistra came out to work in the park. A lot of work was accomplished with volunteers cutting up and clearing tree and the park looks great. J. Erb indicated he did not spend all the funds from PAHWF and C. Colistra indicated that the funds can be retained by PARRC for the next event. Rep. Ciresi mentioned Pottstown's Cemetery that has fallen into disrepair and has been abandoned as asked if the volunteer program could be used to help maintain the cemetery. T. McCloskey asked who owns the cemetery and it was stated that it is privately owned although at some point the Borough may need to take over ownership of it. M. Lenhart stated that additional staff would need to be hired to maintain the cemetery.
  - c. Financial Sustainability Subcommittee. C. Colistra stated that he and T. McCloskey were invited to meet with Washington Township, Berks County because they expressed interest in joining PARRC. Washington Township is preparing a Park and Recreation Strategic Plan and indicated joining PARRC would be a benefit to them. M. Lenhart indicated that the ICIA



- requires a unanimous vote. B. Keohane stated that eight municipalities triggers the part-time position for the regional planner. M. Lenhart stated that dues will go up due to the parttime position and C. Paretti stated that it will increase to over \$8,000. M. Lenhart stated that the Executive Committee needs to meet prior to the next meeting. J. Erb indicated that PARRC made East Coventry wait until the expiration of the previous intergovernmental agreement and asked that the numbers be confirmed in an email for budget purposes. Discussion ensued regarding the new parttime position. C. Colistra indicated they should use a consultant, perhaps Sue Landes to assist in the hiring of the new position, and that it may cost around \$2,000. He indicated that PAHWF should be able to support those costs. C. Paretti indicated that we need T. McCloskey's input on the hiring of the new person. The group discussed delaying a decision on Washington Township in order to give more time for the Boards of Supervisors/Commissioners/Council more time to consider it. C. Colistra asked if the governing bodies need to be brought into this because the current resolution already covers this issue and is signed. T. McCloskey indicated she can do an informational memo to the governing bodies indicating that no action is needed at this time. M. Lenhart indicated to put Washington Township membership in PARRC on the October agenda and PARRC can vote on it, they will and if not, it will be tabled. D. Yeck provided his input, stating that with regard to the hiring of an assistant for T. McCloskey, the money PARRC is paying her currently is partially used for administrative tasks that an assistant could do, so PARRC is not realizing the full value for their money.
- d. DEI Subcommittee. T. McCloskey stated that she submitted a grant to the PAHWF on behalf of PARRC for preparation of a Park and Recreation DEI survey.  
At this point, Rep. Ciresi had to leave the meeting, he stressed the need to apply for DCNR funding because if the funding is not spent then it will go elsewhere. He also stressed to reach out to his office for help with grants and support letters.
  6. County Planner Updates. S. Buck not in attendance and T. Konetchy dropped off the meeting to attend another meeting.
  7. Planner Report. In the interest of time, T. McCloskey did not review the Planner Report and requested that PARRC members read it when they have a chance.
  8. Old Business  
PARRC Non-profit designation update. A review of the draft PARRC Foundation bylaws ensued, led by M. Lenhart. Several minor revisions were suggested, and a discussion of officers of the Board versus the Corporation was discussed. T. McCloskey was given the tasks to make the edits as recommended by the board. A motion to approve the PARRC Foundation bylaws with the edits as discussed was made by B. Keohane, and seconded by C. Paretti, the motion was approved unanimously with no abstentions.
  8. New Business  
Public Comment Placement on Agenda. M. Lenhart indicated that he wanted to move Public Comment to earlier in the agenda so that if people want to make a comment, they do not have to sit through the entire meeting to do so. The group decides to move Public Comment to be the new #4 on the agenda.
  9. Grant Announcements.  
M. Lenhart announced the Pottstown had been awarded a grant from the Department of Community and Economic Development's Greenways, Trails and Recreation Program in the



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amount of \$125,000 for redevelopment of Chestnut Street Park and South Street Park. He stated that PAHWF grants are due on the 1<sup>st</sup> and T. McCloskey indicated that all three were submitted as of today. M. Lenhart stated PECO Green Region grants are due on October 12<sup>th</sup>, DVRPC grants are due on the November 11<sup>th</sup> and PA Fish and Boat grants are due on 12/30. T. McCloskey also stated that an extra DCNR grant round is currently open and is due on October 27<sup>th</sup>.

10. Partner Updates:

- Douglass: M. Powanda indicated he is moving forward with the MCPC grant for the tennis courts, which need to be bid out. He also mentioned that he received and award from the Perkiomen Creek Watershed Conservancy for his work in the rain garden in Douglass Park.
- East Coventry: K. Nocella the Fall Festival is at Frick's Lock between on October 22<sup>nd</sup> between 10am to 1pm.
- Lower Pottsgrove: B. Keohane indicated that Lower Pottsgrove's Community Day went really well and that the township's volunteer day is on the 15<sup>th</sup>.
- North Coventry: J. Erb had no update.
- Pottstown: M. Lenhart stated that the Community Arts Project is moving forward and the Borough is moving forward with projects that will be visible in the downtown in the next few months.
- Upper Pottsgrove: C. Paretti discussed the shared schoolyards project is starting to move forward.
- West Pottsgrove: C. Valentine no update.
- PAHWF: C. Colistra stated that he was invited to be part of PA's Statewide Recreation Coalition to begin the process of development of a State Office of Recreation. He stated that this initiative also related to the positive economic impact that recreation has on Pennsylvania's economy, and that PA in in the top five of states with the greatest positive economic impacts from recreation.

11. Public Comment. None (remove this item from November agenda).

12. Action Items. None.

13. Next PARRC meeting-M. Lenhart stated that the next PARRC meeting will be held on October 26<sup>th</sup>. Send agenda items to T. McCloskey.

14. Adjournment- A Motion to Adjourn was made by J. Erb and seconded by C. Paretti, meeting adjourned at 6:40pm.