



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

PARRC MEETING MINUTES

March 23rd, 2022 -A hybrid meeting

In attendance:

Michael Lenhart, Borough of Pottstown
Charlie Valentine, West Pottsgrove Township
Greg Churach, Upper Pottsgrove Township
Jay Erb, North Coventry Township
Karen Nocella, East Coventry Township
McKenna Powanda, Douglass Township
Tim Konetchy, Montgomery County Planning Commission

Craig Colistra, Pottstown Area Health and Wellness Foundation
David Yeck, Wm & Dorothy Yeck Family Foundation
Chris McNeil, East Vincent Township resident
Tricia McCloskey, Pottstown Area Regional Recreation Committee

Meeting Notes:

1. Call to Order- 4:30pm and Pledge of Allegiance
2. Welcome and Introductions-David Yeck and Chris McNeil
3. Meeting minutes from February 23, 2022, were motioned for approval by C. Valentine and seconded by K. Nocella, all approved. There were no objections. B. Keohane abstained.
4. Executive and Subcommittee Reports.
 - a. Treasurer's Report. No discussion. C. Paretti previously provided the Treasurer's Report and it was accepted by the Committee.
 - b. Events Subcommittee. C. Colistra discussed the logistics of the volunteer event days. He stated that each municipality should identify a project. The dates that the events would occur were Saturdays from 9am to 11am from July 9th through August 20th. PARRC can apply for funding up to \$2,500 for supplies to support the volunteer events. A catchy title for marketing purposes will need to be developed. Liability waivers will be needed as well. Raffles and giveaways can be used to encourage participation. It's important to note that this program will implement objectives of the Strategic Plan. J. Erb indicated he spoke to the township and manager at North Coventry and the township should be indemnified. C. Valentine asked about PARRC member attendance at each event. M. Lenhart stated that PARRC needs to make it known that these are regional events and that cross-participation is welcomed. G. Churach indicated Upper Pottsgrove would need more time to identify a project. K. Nocella stated she wants to talk to her park and recreation committee and would be able to have an answer as to a project in May. She also stated the township is hosting a bird box building event in May at Ellis Woods Park and wanted to know if this would be an acceptable type of an event and that if it is it could be the first event in the series. J. Erb indicated that a potential project for North Coventry could be work at the disc golf course. M. Lenhart indicated that each township should have an idea for the next PARRC meeting. B. Keohane indicated PARRC should have a banner made up. M. Powanda says he has a banner guy and to send the PARRC logo to him by April.
 - c. Financial Sustainability Subcommittee. No meeting held recently-discuss later on this agenda.
 - d. DEI Subcommittee. T. McCloskey contacted R. Griffith and T. Konetchy and set a date to meet as a DEI working group. B. Keohane met with his friend who is a DEI officer and provided an email to PARRC members with a list of things to implement to improve equity and access to park for those people without access to cars. Trail sensors were discussed and M. Powanda made a suggestion that each township could

work the cost of one sensor into its budget since the counters provide information used on grant applications for each township.

5. Planner's Reports.

T. McCloskey provided the Planner's Report for the last month which included preparation of the trail report and quarterly report, beginning and submitting a grant application for the PARRC on-line interactive map and story map. For the municipalities, the third Public Art Committee was held for Pottstown, and a DCNR application was started for parks redevelopment for two parks. Two MontCo 2040 grant applications were submitted, one for Douglass Township and one for West Pottsgrove Township. A PAHWF grant was submitted for Upper Pottsgrove for a trail paving project, a PAHWF grant application was started for North Coventry Township for the Chestnut Hill Access project in Coventry Woods, and two Commonwealth Financing Agency LSA grants were submitted for East Coventry Township for Tow Path Park construction and for the Ridge Fire Company for a vehicle purchase. A CFA LSA grant was also submitted for Douglass Township for an equipment purchase. T. McCloskey also presented the trail report for the 13 functioning trail sensors and her quarterly utilization report from mid-December to mid-March.

6. Old Business

- a. PARRC Non-profit designation update. Discussion regarding the attachment from C. Paretto regarding donations to governmental entities.
- b. Judo Club funds. M. Lenhart discussed whether or not PARRC is able to hold the Judo Club's funds and if a memorandum of understanding is needed with the Judo Club. Discussion ensued regarding the status of the Pottstown Parks Foundation's (PPF) 501(c)(3) status and whether or not it should somehow get reissued. The issue regards the funds that are still in PPF's account and what do with them. D. Yeck offered that when he tried to get a 501(c)(3) status reissued to a nonprofit he was part of through the state of California, he spent two years trying to get this accomplished with no success. C. Colistra indicated that PPF did not file the required documents with the IRS for 5 to 6 years resulting in the loss of its 501(c)(3) designation. C. Colistra indicated that PPF made a motion to dissolve. M. Lenhart posed the question is a Board takeover of PPF what is needed at this point, and this would be a change in PARRC's bylaws. J. Erb indicated he had concerns about PARRC becoming a 501(c)(3) because among other things, right now, each municipality knows what they pay in each year. T. McCloskey indicated that if PARRC were to pursue a 501(c)(3) designation, it would be organized as a supporting organization to PARRC, similar was to what was done by DVRPC and discussed at the previous meeting. General comments were made by PARRC committee members regarding the need for more information on this issue. M. Lenhart asked if there is a general consensus among the Committee members about PARRC moving forward with forming a non-profit organization with 501(c)(3) status. Committee members indicate general support, and M. Lenhart requested that a draft resolution be prepared authorizing the Committee to pursue formation of a non-profit organization with 501(c)(3) status as a supporting organization to PARRC.
- c. Public Art Funds. Discussion tabled until next month.

7. New Business

- a. PECO Right-of-way Use Policy Update. J. Erb discussed the need for PECO rights of way to complete trail gaps in North Coventry Township. He explained that PECO used to allow for trails within certain rights-of-way and then stopped allowing it recently. J. Erb indicated they now have a formal application process that needs to be followed to request permission to use a right-of-way for trail development. K. Nocella indicated she would like to get started on this shortly for East Coventry's trail projects as well.
- b. Potential new PARRC member. C. Colistra indicated that East Vincent Township is considering joining PARRC and that T. McCloskey and himself will be making a presentation to East Vincent Township on April 6th at 7:30pm. C. McNeil indicated it would be helpful to emphasize the financial and collaborative benefits of joining. She indicated she has applied to be on the township's Park and Recreation Board and is waiting to hear if she was appointed.

8. Grant Announcements:

- a. PAHWF grants. T. McCloskey reviewed the status of the grant applications for PAHWF grants for East Coventry, North Coventry, Upper Pottsgrove, West Pottsgrove, PARRC, and the Adventure Grove, Inc. non-profit organization.



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- b. DCNR C2P2 grants. T. McCloskey review the status of the grant application for DCNR's Community Conservation Partnership Program grants, including applications for Upper Pottsgrove, East Coventry and Pottstown Borough.
 - c. ARPA grants. T. McCloskey indicated she may have one application for ARPA funding for West Pottsgrove. Chester County's APRA program may open up at the end of March.
 - d. TCDI grants. T. McCloskey indicated she may have one application for DVRPC's Transportation and Community Development Initiative grant application for West Pottsgrove.
 - e. DCED Greenway, Trails and Recreation Program Grants. T. McCloskey stated that as of now, she has one grant application for this program for Pottstown Borough, to match the DCNR grant application for the Chestnut and South Street Parks Redevelopment project.
 - f. PMRPC Minigrant Program Update. No discussion-T. Konetchy had to drop off the meeting.
9. Partner Updates:
- Douglass: M. Powanda indicated that Brandon Luft did an excellent job will felling the trees at Smith Road Park and was thankful for the funding from the Yeck Foundation to complete this work.
 - East Coventry: K. Nocella indicated that the Rock the Wall 5K and 10K race on 4/2. 50 feet of the historic stone wall has already been repaired and looks great. The race usually make about \$3-\$4,000 in revenue to fund wall repair and rebuilding.
 - Lower Pottsgrove: B. Keohane indicated that Gerald Richards park construction is on schedule and should be complete by the May grant deadline. He also stated that the barn in Pleasantview Park is to be demolished.
 - North Coventry: No update
 - Pottstown: M. Lenhart indicated that Washington West Park will soon be receiving new playground equipment. And that new basketball hoop standards will be installed at Spruce Street Park. The cleanup report is ready to be submitted to DEP for approval for Pollack Park. Approval typically takes 90 days and after approval, the Borough can begin to apply for funding.
 - Upper Pottsgrove: G. Churach indicated that the township is to begin cleanup at the pond in Sunset Park, which has dead ash trees. Two potential open space acquisitions are in negotiations. The PECO green Region grant was awarded to tree replanting in Sussell Park. As requested, G. Churach will send out the tree planting plan prepared by Green Allies to the PARRC members. G. Church also stated that the PAHWF grant for trail paving and ADA improvements were submitted with MontCo.
 - West Pottsgrove: No update
 - MCPC: Not present during this time of the agenda
 - CCPC: Not present during this time of the agenda
 - PAHWF: C. Colistra indicated that PAHWF is collaborating with Montgomery County on the DCNR C2P2 grant application to continue the PMRPC mini-grant program.
10. Public Comment. None.
11. Action Items.
12. Next PARRC meeting Agenda items. None at this time.
13. Adjournment- A Motion to Adjourn was made by G. Churach and seconded by M. Powanda, meeting adjourned at 6:49pm.