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

## **PARRC MEETING MINUTES**

May 22, 2024-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  
Karen Noella, East Coventry Township  
Mark Bedle, Washington Township

McKenna Powanda, Douglass Township  
Mark McKinnie, Upper Pottsgrove Township  
Steve Buck, Chester County Planning Commission  
Tricia McCloskey, PARRC Regional Recreation Planner  
Shelley Kriczky, PARRC Recreation Assistant

### **Meeting Notes:**

1. Call to Order- 4:30pm and Pledge of Allegiance.
2. Welcome and Introductions. No introductions were necessary.
3. Approval of meeting minutes from April 24, 2024. The minutes were motioned for approval by M. Powanda and seconded by J. Erb. The motion was approved with no objections or abstentions.
4. Public Comment-None.
5. Executive and Subcommittee Reports.
  - a. Treasurer's Report. M. Lenhart pulled up the Diamond Credit Union statement and reviewed the balances with the Committee.
  - b. Events Subcommittee. No report.
  - c. Financial Sustainability Subcommittee. M. Lenhart stated that no meeting had been scheduled and that he is working on cost projections and will share them when finished with B. Keohane and M. McKinnie.
6. DEI Subcommittee. No report.
7. County Planner Updates. S. Buck shared that Chester County Planning Commission (CCPP). S. Buck shared information about the 2024 Towns and Villages Tour Program, which kicks off in two weeks. Ten (10) events are scheduled throughout the summer. The first event is June 6<sup>th</sup> in West Chester. On June 13<sup>th</sup> an event will be held in South Coventry Township and within the PARRC region, on August 8<sup>th</sup>, an event will be held at North Coventry Township's Coventry Woods Preserve.
8. Planner Report. T. McCloskey reviewed her work within the PARRC region on the monthly Planner Report, including the submission of three Schuylkill Highlands mini grant applications and one DVRPC Regional Trails Grant Application for North Coventry. She continued work on two DCED GTRP applications for North Coventry and East Coventry Townships. Work on the StoryMap is underway.
9. Old Business
  - a. None.
10. New Business.
  - a. Joint Use Agreements. M. Bedle discussed the potential need for a joint use agreement with Washington Elementary School which is adjacent to Washington Park. During the preparation of the Comprehensive

Park and Recreation Plan, a joint use agreement was recommended. M. Bedle asked the Committee if other member have joint use agreements with schools. K. Noella shared that East Coventry entered into an agreement with East Coventry Elementary School and received grant funding to improve the playground and develop a nature trail. Now the adjacent residential neighborhood can use the land after school hours. She stated that E. Coventry's solicitor wrote up the agreement. M. Lenhart shared that Pottstown also went through the process and maintenance concerns were an issue. K. Nocella added that new signs indicated that the school land was only open to use after school hours.

- b. E-Bikes on Trails Policy. M. Lenhart indicated that PARRC should review discuss e-bike policies for the next meeting. M. Bedle shared that limiting e-bikes to Class One can help reduce speeds on trails. Full-assist e-bikes should not be permitted as they are faster. Also determine which parks they should be permitted in. J. Erb stated that North Coventry does not have a specific ordinance or rule about e-bikes, they are considered the same as standard bicycles. He hasn't seen many e-bikes on earthen trails. He stated that the bigger problem is people on regular bikes who speed on walking trails.
- c. Runegades Race. M. Lenhart stated that the Runegades running group is looking for a place to hold their Saucony Run. It's a flat, one mile race and they are looking for a street/road that is low traffic that could be shut down for a few hours. They used to use the Pottstown Airport.

11. Grant Announcements. T. McCloskey reviewed open grant programs.

- a. M. Lenhart stated that the DCED Greenways, Trails and Recreation program Grants are due May 31<sup>st</sup>. T. McCloskey added that she is filing on for North Coventry and one for East Coventry.
- b. M. Lenhart stated that the DCED Multimodal Fund Grants are due on July 31<sup>st</sup>. T. McCloskey stated she will be working on two so far, and if anyone has a scope of work related to trails, streetscapes or a sidewalk improvement-type project to get in touch with her.

12. Partner Updates.

- M. McKinnie, UPT-No update
- M. Bedle, WT- Stated that after the last Board of Supervisors meeting, the efforts of the Park Advisory Board were recognized, and the Board wants M. Bedle to make regular reports at their meetings. A discussion regarding codification of the Advisory Board ensued. B. Keohane stated a resolution may be in order.
- B. Keohane, LPT-The Sanatoga Park Summer Concert Series schedule has been set and six shows will be held between June 30<sup>th</sup> and August 4<sup>th</sup>.
- M. Powanda, DT- Construction of the Pickleball/Tennis Court Project is now underway and may be completed by the end of June. A six month extension has been secured from the County.
- K. Nocella, EVT-The Township received a \$128,000 grant for the acquisition of a conservation easement on 25 acres with a trail from Chester County, as well as \$72,000 for a conservation easement with no trail on another 25 acre tract. The East Coventry Nature Preserve is now up to 250 acres.
- J. Erb, NCT-Bluey the Goat won the goat race final at The Coventry Woods Festival held on May 19<sup>th</sup>. The weather was nice and the crowd was large and estimated at around 2,500 total visitors.
- C. Valentine, WPT-No update.
- M. Lenhart, PB-The Borough is waiting for the new bridge deck to be fabricated for Riverfront Park. In Memorial Park, the project is about halfway complete, and may potentially be completed by mid-June. Construction at Chestnut Street Park may be completed by August.

13. Action Items. None.

- 14. Next PARRC meeting-M. Lenhart stated that the next PARRC meeting will be held on 6/26/24, and to send all agenda items to T. McCloskey.

15. Adjournment- A Motion to Adjourn was made by M. Bedle and seconded by J. Erb; the motion passed and the meeting adjourned at 5:50pm.