



POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

PARRC Meeting Minutes

February 28, 2018

5:00 p.m. – 6:30 p.m.

@PAHWF

In attendance:

Charlie Valentine, West Pottsgrove Township
Jay Erb, North Coventry Township
Michael Lane, Regional Recreation Coordinator
Pete Hiryak, Douglass Township

Michael Lenhart, Pottstown Borough
Marley Bice, MCPC
Craig Colistra, PAHWF

Meeting notes:

1. Meeting minutes from 1/24/18 were approved with a revision to #4 – Third sentence should read “PAHWF covers \$220,000 and DCNR covers \$162,990 with the municipalities covering the remaining cost of \$215,150 up to 2020.”
2. The status of the PARRC meetings being open/closed to the public as well as voting rules was discussed. M. Bice will look into the issue and discuss with the new PMRPC chair and report back to PARRC.
3. The Pottstown Area Regional Recreation Coordinator position was discussed. Schuylkill River Greenways Association (SRGA) is sending a letter of support for the position. Is PAHWF going to continue financial support beyond 2020? They need to send a letter of funding commitment with terms of funding amount. Do we need to acquire a support letter from DCNR and possibly our elected officials? Would SRGA be able to do administration and finances? SRGA is currently managing the finances. Could Pottstown Parks & Recreation Foundation (PPRF) or SRGA hold the PARRC position contract? Could PAHWF employ Coordinator as an employee? M. Lane and C. Colistra will be developing a presentation for the municipalities to show them this summer and will include the accomplishments and grant money brought in and what the costs would be for the next 5 years for the municipalities. C. Colistra will also develop a timeline for the PARRC position approval process.
4. Discussion arose concerning the status of PARRC staying as a sub-committee of PMRPC. If PARRC breaks from PMRPC, will they need to have new bylaws and who will do the administrative/financial work? Could a PARRC member be a treasurer instead? DCNR, MontCo and PAHWF currently manage the administrative issues. PMRPC would like to have Marley devote more time to them and not to PARRC. M. Lenhart will review the governing documents and do a resolution if PARRC decides to leave PMRPC. C. Colistra to send M. Lenhart example resolution. Do we want to get the Mercury involved? Do we want to brand the PARRC logo? Could SRGA hold the contract and do what they are doing now OR do we want to have the same process with PARRC being a sub-committee of PMRPC and Marley handle finances and checks go to whomever for grants and SRGA for PARRC position finances.
5. Updates from the PARRC members:
 - a. PAHWF: The mini-grant program will be open again in May for a June deadline of grant applications.
 - b. North Coventry: It was requested that the letter from PARRC concerning the Spotted Lantern Fly be sent to the USDA as well as the PA Dept. of Ag. They are planning their Coventry Woods Festival for May. They are thinking of a New Year's Eve celebration at Kenilworth Park. They would like to send candles out in little boats on Kenilworth Pond and wanted to know if anyone knows about how it works?
 - c. Pottstown Borough: M. Lenhart reported that he has not heard back from Amanda Finlaw. He also reported that the YWCA is leaving their building this June and if this departure has effected other municipalities?
 - d. Lower Pottsgrove: No Announcements.
 - e. Douglass Township: Fish Rodeo planned for the end of April. The Christmas Tree lighting ceremony was very well attended.



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- f. West Pottsgrove Township: C. Valentine reported that the small bridge over the Goose Run is scheduled to be constructed this spring. There will be a pre-bid meeting Friday morning at 10:00 AM. The Sell Road and Manatawny Street intersection will be evaluated by DVRPC for possible changes. There is a new State Store opening in Upland Square. They are planning their Fishing Rodeo for May 12th.
- g. Upper Pottsgrove Township: No announcements.
- h. MCPC: There are several awards that municipalities can submit for – Montgomery Award, Environmental Stewardship Award and Planning Advocate Award due by May 1st.

Adjournment: 6:45 PM

Recorder: M. Lane

2018 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):

January 24	February 28	March 28	April 25	May 23	June 27
July 25	August 22	September 26	October 24	December 5	

Next meeting: Wednesday, March 28th, 2018, 5:00 pm @PAHWF