

**Minutes of the Park Recreation and Open Space Board
Upper Pottsgrove Township**

March 12, 2018

The regular meeting of the Open Space Park and Recreation Board held on Tuesday, March 12, 2019, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Dennis Elliott, Greg Churach, Chuck Note, Sherry Paup and John Shantz present. Also present were Township Manager Michelle Reddick, Pottstown Area Regional Recreation Coordinator Michael Lane and County Planner John Miklos present.

PLEDGE OF ALLEGIANCE - Those assembled pledged allegiance to the flag.

PUBLIC COMMENT – None.

APPROVAL OF MINUTES –Motion by C. Note and second by S. Paup to approve the minutes of January 8, 2019, as written. Aye votes: Note, Paup and Elliott. Abstain: Churach and Shantz. Motion carried.

OPEN SPACE PLAN

Chapter 5 – M. Lane advised the chapter did not change much and noted it overviews orientation into greenways and how they are connected to open space. In response to a question from D. Elliott, J. Miklos advised PennDOT would have to be involved with any trails traveling parallel to State roads or that require State road crossings to ensure they are well-marked and visible to drivers. In response to a question from C. Note, J. Miklos advised the names of the towns can be included on the map in Figure 5.2 on page 3. J. Miklos advised the map in figure 5.3 should correspond with the County’s multi-greenway plan.

Chapters 6 & 7 Questions – The questions raised by J. Miklos concerning these chapters were reviewed and answered.

Chapter 6 – The Board briefly reviewed Chapter 6. In response to a question from G. Churach, J. Miklos advised the open space areas owned by the Township need to be identified as protected areas. He further indicated the map in figure 6.1 needs to be updated with additional areas acquired for open space.

Chapter 7 – J. Miklos advised the build-out analysis needs to be updated. In response to a question from G. Churach, M. Lane advised it is good to include the build-out analysis in the Open Space Plan so we can see where there is still potential for development which we may want to acquire for open space.

Survey & Workshop Results – The Board reviewed the survey and workshop results. M. Lane explained general recommendations should be included in the beginning and then more specific recommendations per park. He further explained the ideas would not be labeled on a plan but rather compiled in a list. He noted the survey results should be integrated into Chapter 8 and then summarized. In reviewing the results, it was noted there are many areas within township open space to walk dogs. G. Shantz noted he agreed with the recommendation for a second pavilion at Heather Place Park. G. Churach advised he believes a second pavilion at Heather Place Park is not a priority. C. Note advised he believes we should focus on upgrading another park other than Heather Place, but he believes we need to identify additional parking at some of our parks. It was agreed that Hollenbach or Prout Farm would be a potential area for disc golf. D. Elliott suggested moving the pavilion at Sunset Park to another location. It was agreed to leave the south side of Prout Farm Park as passive and consider something active on the north side of the park.

GRANTS – PAH&W Mini Grant – Review Proposed Trail Sensor Locations – M. Lane reviewed the proposed trail sensor locations. It was agreed to place the trail sensors at the following locations: one at the entrance to Prout Farm Park; two (2) on Gilbertsville Road; one at Mimosa Lane; one on the Dallas trail; one at the parking lot at Sussel Park; one at the entrance to Hollenbach Park; and one at Heather Place Park. M. Lane noted the trail sensors could be moved to other locations after a year. In response to a question from C. Note, M. Lane indicated the trail sensor reach a distance of 20-25 feet.

HOLLENBACH PARK TREE SCREEN – M. Lane presented the revised tree screening plan for Hollenbach Park. He noted the plan was designed to preserve the existing view. He advised the plan provided by the County has been revised to remove plants from one side of the lower trail and keep them on the side closest to the residences. He further noted a trail access from Meadowview Drive has been added with plantings on both sides along with a brown tone to the trail so it is easier to see. C. Note suggested eliminating the cherry laurel trees as they will not survive due to wind. G. Churach suggested planting the trees first and then installing trails later. M. Lane noted the numbers on the planting plan are just place holders, and he will add the true numbers once we have an approved plan.

GREEN ALLIES

Projects and Programs – Appliance Recycling Event - K. Hamilton reported the recycle event was held on March 2nd even though there was a snow storm that day. He noted there were 530 cars that came through, it was a 1 ½ hour wait, and they collected over 1,000 televisions and computers. He further reported approximately 40 percent of the participants were residents of the Pottsgroves. He advised he has received calls from three (3) other townships who are interested in having a similar event. He further advised the students who participated in the event have been asked to speak at the Chester County Environmental Action Committee. In response to a question from C. Note, K. Hamilton advised they made \$2,625.00 profit for this event. He noted the Upper Pottsgrove Fire Police along with the Pottsgrove High School football team did an awesome assisting with the event. **Comcast Cares** – K. Hamilton thanked M. Reddick for putting him in contact with Comcast and reported that Comcast Cares will be assisting them with clean-up at the Arboretum. **Logging Company** – He reported the logging company was awesome; however, they were unable to do Sussell Park as it was too wet. He noted they will be back in the summer or winter to do Sussell Park. He advised the trail along Snyder Road is open. He also advised there is free firewood if anyone is interested, and suggested we have folks contact the Township first to sign a waiver. **Summer Camps** – K. Hamilton reported his summer camps are already sold out. **Forest ReLeaf 5K Color Run** – K. Hamilton noted they were going to do this event as a fundraiser to purchase trees. However, the National Honor Society is holding a volleyball fundraiser to purchase trees so there will not be a 5K run. **Clothing & Shoe Drive** – K. Hamilton reported they will be holding clothing and shoe drive on March 23rd. **Vehicle Use on Trails** – K. Hamilton requested permission to utilize a small motorized vehicle (golf cart) on the trails. Motion by C. Note, second by G. Churach and unanimously carried to recommend to the Board of Commissioners they allow a waiver for Green Allies to use a motorized vehicle on our trails. **Farmers Market** – K. Hamilton reported eight (8) local farmers will be working with students to create a farmer's market which will be held once on month on a Fridays from 4-7 pm. He further reported the farmers market will include children's activities and make your own pizza dinner. He noted the soft opening will be on May 3rd with a grand opening on May 31st. He noted that every farmer has liability insurance to cover the event. Motion by G. Churach, second by C. Note and unanimously carried to recommend

to the Board of Commissioners approval of the farmers market. **Prout Farm Park Update** – K. Hamilton reported the plan is for a small farm., and the goal is to open it up the entire community. He further reported it will include special programming for the affordable housing community at Crossroads. He noted the farm will be the size of a football field and will include fencing to keep the animals out. M. Lane expressed concern he does not want the proposed farm at Prout Farm Park to conflict with amenities proposed for this area in the Open Space Plan. **Schwenk Property** – M Lane advised he and K. Hamilton walked the property and took photos. He noted this property provides a perfect connection to Sussell Park which received approval for a riparian buffer. M. Lane explained the proposal is to install a parking lot with access off Schwenk Road and provide a connecting trail to Sussell Park rather than a parking lot at Sussell Park. D. Elliott suggested he along with other members complete a site visit and make recommendations at the next meeting.

PARRC UPDATES – M. Reddick noted the committee is discussing the possibility of combining efforts to do a joint community event where it would be held in a different municipality each year.

PROGRAMS – Community Day – M. Reddick reported this matter was discussed by the Board of Commissioners in order to obtain feedback regarding whether we should continue this event. She further reported the Board has requested the Open Space and Recreation Board review and make a recommendation regarding this event. She also noted a new committee chair for this event would be needed as she is no longer able to chair the committee due to a conflict with a church community event. G. Churach advised he believes we can make a bigger difference in some other way. C. Note advised you have to evaluate whether the efforts put forth for this event are really worth the turnout. R. Spaide advised there are a lot of other activities already in the community. It was suggested maybe each member could volunteer their time and efforts in assisting Green Allies at the Althouse Arboretum rather than coordinating Community Day. Motion by G. Churach second by J. Shantz to cancel Community Day and donate their time as members to assist Green Allies with their projects and programs.

BOARD COMMENT

STAUFFER TRAIL SIGNAGE – G. Churach provided a design and proposed location for the sign. He noted the Stauffer family has agreed to pay for the sign; therefore, he only needs a recommendation for the proposed sign location. Motion by C. Note, second by S. Paup and unanimously carried to recommend to the Board of Commissioners approval of the proposed sign location.

TRAIL MAINTENANCE – M. Reddick noted a list of proposed trail maintenance was included in the packet. She noted Public Works Director Justin Bean will be prioritizing the list of maintenance items and providing a cost estimate for review at the next meeting.

PUBLIC COMMENT – None.

ADJOURNMENT – Motion by G. Churach, second by C. Note and unanimously carried to adjourn the meeting at 9:40 p.m.

Respectfully submitted,

Michelle L. Reddick, Township Secretary