



**MEETING MINUTES FOR THE
EAST COVENTRY TOWNSHIP
PARKS, RECREATION AND CONSERVATION COMMITTEE
TUESDAY, JANUARY 24, 2023 AT 7:30 PM**

Meeting Called By: Jason Stouch
Meeting Notes By: Flora Kapp

Attended	Name	Attended	Name
	Bruce Stephens, Chairmen	X	Flora Kapp, Secretary
	Cathy Carney-Horner	X	Karen Nocella (via phone)
X	Jason Stouch, Vice Chairmen	X	Frank Coppo
X	Liz Willow		

Guests in attendance: Connie Coppo, Eric Hughes

Agenda Item: Review of November 2022 Minutes

- ❖ Karen motioned to approve November 2022 minutes, Liz seconded, all in favor, minutes approved.

Agenda Item: Committee Events

- ❖ John Doyle Rock the Wall 5k/10k Run/Walk
 - Flora informed Committee:
 - Sponsor letters were finished and sent out.
 - Registration form and flyer posted on Pretzel City Sports (timing vendor.)
 - T-shirts cost will be less than last year as changing from a cotton to a wicking/polyester material. Will keep with the long sleeve; color to be a neon yellow.
 - Spoke to Andrew McMullen, Asst. Parks and Trails Manager, Chester County Parks & Preservation regarding event. He gave is the okay for use of the SRT and sent link for their application. Waiting for COI from Township (Twp) to complete the application process. He also asked that no chalk or paint be used to mark trail; I informed him that we would only use signs.
 - Completed Fire Police request form and sent into Gene, Twp Manager.
 - It was determined that would not need as many volunteers as in past due to location.
 - Karen informed Committee that Ray will supply ATV for use at event and will discuss event with Jay Erb, Warick Park Ranger at PARRC meeting.
 - Jason suggested having proposed Tow Path Park improvements displayed including pictures of other improvements (signage), events (birdhouse building, Fricks Lock) PRCC accomplished in 2022.
 - Liz to get trifold board.
 - Liz and Eric to supply photos and put together.
 - Karen to provide plans for Tow Path Park.
 - To dos:
 - Flora was asked to talk to Ray about ambulance and porta potty.
 - Flora to put together order for signs. Order 25 signs. Post one at Tow Path, Fricks Lock and Linfield Trail Head.
 - Flora to check sponsor list to see if CMC (engineering firm) and DROOGS Fitness (use to be Book Keeping property) are included.
 - Flora to inquire with Karen Bretz Photography to see if she is interested in photographing event. Eric volunteered to help.

- Flora to request reservation of conference room evening of 4/14; inclusion of run registration form in newsletter and run information (including map & registration form) posted on website and run date, time and location on board out front.
- Karen to speak with Chester County Running Store.
- Jason to talk to Kolbs Dairy regarding chocolate milk.
- Determine awards and categories.
- ❖ Build a Birdhouse Event and Possible Dates
 - Committee agreed on May 6th at 9:30 am – 1pm for event; rain date May 20th and maximum of 30 people.
 - Eric informed Ken Leister, and he is excited to return. Eric will inform him of dates.
 - Box kits price raised to \$20. Karen informed Committee that we had enough in budget to cover event expenses.
 - To dos:
 - Connie volunteered to bake cookies for the event and Flora to order lunch.
 - Karen will discuss with Pottstown Health and Wellness about sponsoring event.

Agenda Item: Newsletter Articles

- ❖ Flora to request run registration form be placed in newsletter.
- ❖ Eric to supply articles on Build a Birdhouse event and 2022 accomplishments (grants, trails/signage, Wildcat Trail, etc.) for newsletter.
- ❖ Karen to supply article regarding National Trail Days event on 6/3/2023.

Agenda Item: Additional Items

- ❖ Reorganization
 - Committee voted to retain Bruce as Chairman, Jason as Vice Chairman, and Flora as Secretary; Frank motioned to approve, Liz seconded, all in favor.
 - Committee voted to keep 4th Tuesday each month but change meeting time from 7:30 pm to 7:00 pm, Jason motioned to approve, Frank seconded, all in favor.
 - Flora to inform Gene, Twp Mgr.
- ❖ Jason suggested that the Committee should focus on including ADA playground equipment going forward. Committee discuss and agreed.
- ❖ Karen informed Committee:
 - Open Space Committee agreed on purchase of 1.7 acre property along School House Road bordering East Coventry Nature Preserve. Grant with Chester County has been completed and they notify applicants whether or not awarded in April, May or June.
 - Tennis court on East Coventry Nature Preserve will be torn down in 2023.
 - Informational process has begun for location of bridge across Pigeon Creek, Ellis Woods Park has begun.
- ❖ Karen discussed National Trails Day, June 3, 2023:
 - PARRC plans for each member township to plan activity.
 - Suggested planning hike for the East Coventry Nature Preserve ending with lunch at the picnic table along the stone wall.
 - Karen suggested using Liz's idea for a scavenger hunt. Would need help (possibly someone from Green Valleys) to determine animal, birds, and vegetation on trail that could be used for clues, etc.

Agenda Item: Adjournment

- ❖ Jason motioned to adjourn meeting, Frank 2nd motion, meeting adjourned at 9:02 pm.

Signed: Jana Kapp

Date: 2/28/23