

**MINUTES FOR THE
EAST COVENTRY TOWNSHIP
PARKS, RECREATION AND CONSERVATION COMMITTEE
REGULAR MEETING HELD ON JULY 22, 2025**

The Parks, Recreation and Conservation Committee held a regular meeting on Tuesday, July 22, 2025. Present for the meeting were Frank Coppo, Chair; Flora Kapp, Secretary, Liz Willow, Karen Nocella; Eric Hughes; Eugene Briggs, Township Manager; and Amy Holland, Administrative Assistant to the Township Manager. Cathy Carney-Horner and Bruce Stephens were absent.

Call to Order.

Mr. Coppo called the meeting to order at 7:00 p.m. and the pledge was recited.

1. Minutes.

A. Consideration of Approval of the June 24, 2025, Regular Meeting Minutes.

Ms. Nocella made a motion to approve the June 24, 2025 Regular Meeting Minutes. Mr. Coppo seconded the motion. Mr. Coppo called for a vote and the motion passed 5-0-0.

2. New business.

A. Discussion of Ellis Woods Park Trail Changes in Keeping with Appropriate Property Borders.

Mr. Briggs informed the Committee that some of the trails shown on kiosk should be abandoned and will be discussed by the Joint Sub-committee and then brought to the Parks, Recreation and Conservation Committee for review.

B. Discussion of Pedestrian Bridge Located in Ellis Woods Park.

Ms. Holland informed the Committee that the type of pre-formed bridge Mr. Rishel had been considering was too expensive and that the bridge required more immediate repairs. She explained that removing the existing footings would necessitate state permits, so Public Works would proceed with repairing the bridge instead, with the costs covered by their existing budget.

Ms. Nocella informed the Committee that a Boy Scout had reached out looking for a project and the bridge may be of interest. Mr. Briggs recommended the Boy Scout contact him.

C. Discussion of Sign Imagery/Confirmation of Conformity with Ellis Woods Park Signage for Towpath Park Signage Funded by 2025 Schuylkill Highlands Mini-Grant.

Ms. Nocella informed the Committee that the Township was awarded the Schuylkill Highlands Mini-Grant for the construction of the Towpath Park sign. It is to be of similar construction to the Ellis Woods Park sign.

Mr. Briggs asked the Committee to determine the design/wording for the sign and inform him of the decision. He also mentioned that Phase 1 of the project should be completed in August or September.

D. Discussion of Submission for Fall/Winter 2025 Newsletter.

Ms. Nocella informed the Committee that the articles for the newsletter are due August 01 to Ms. Cumens for mailing October 01. Discussion regarding articles for the Fall Festival (October 25, 2025) and the 10th running of John Doyle Run (April 11, 2026) can be included in the Newsletter per Mr. Briggs, but will have to be retroactively approved by the Board of Supervisors in August.

E. Discussion of Making a Recommendation to the Board of Supervisors to Acquire Parcel 18-4-167 (i.e. 100 Maack Road, 2.9 acres).

Due to procedural process, this item will be on August agenda for "Consideration".

F. Discussion of Making a Recommendation to the Board of Supervisors to Develop a Conservation Easement with Natural Lands for Parcels 18-4-120.1, 18-4-120.0, 18-4-132.1, 18-4-132.2, and 18-4-132.8 (i.e. Ellis Woods Park).

Due to procedural process, this item will be on August agenda for "Consideration".

3. Old Business.

A. Discussion of Details Regarding Committee's Five-Year Budget.

Mr. Coppo presented the five-year budget he prepared following discussion in the June meeting. He will email it to Committee members for review and final discussion in August.

- B. Discuss/Receive Update Regarding Approved Eagle Scout Project – Bridge Over Pigeon Creek on the Schoolhouse Trail; Logan Small, Senior Patrol Leader, Troop 127.

No update at this time.

- C. Discuss/Receive Update Regarding Potential Raptor Nest Box Acquisition and Addition of Kestrel/Owl Nest Boxes to East Coventry Township Parks System.

No updates at this time.

- D. Discuss/Receive Update Regarding Parks Issues: i.e. Prospective Future Creekview/Ellis Woods Park Land Use; Official Boundaries of Ellis Woods Park and Nature Preserve; Preservation of Willis Woods Park Parcels, etc.

No update at this time.

- E. Discuss East Coventry Nature Preserve Trail Conditions and Maintenance Issues.

No update at this time.

4. Committee Events.

- A. Consideration of the 2026/10th Anniversary John Doyle Run to be Held at Ellis Woods Park on Saturday, April 11, 2026.

Ms. Kapp made a motion to approve Saturday, April 11 2026 for the 10th anniversary of the John Doyle Run to be held at Ellis Woods. Ms. Nocella seconded the motion. Mr. Coppo called for a vote and the motion passed 5-0-0.

- B. Consideration of Cancelling the August Committee Meeting.

Committee members decided that the August meeting was necessary due to several items that need to be considered for submission to the Board of Supervisors. No vote was taken.

- C. Discuss Future ‘Tennis Court’ Small-Scale Planting Activities.

Discussed possible planting in November.

D. Discuss Potential for East Coventry Township Flag Retirement Ceremony.

Ms. Willow had no updates at this time as the Veterans do not meet during the summer.

E. Discussion of Schoolhouse Updates/Maintenance Issues and Applicability of Open Space Funding Therefor.

Ms. Nocella asked Mr. Briggs if Open Space funds can be used to refurbish the Schoolhouse, as the property was acquired with Open Space funds. Mr. Briggs said yes, but he preferred that the Committee discuss an “ultimate plan for the schoolhouse” and base the updates accordingly. The Committee should consider the need to repair windows, porch railing, adding porch roof, painting, and landscaping, etc.

5. Public Comment.

Mr. Briggs informed the Committee that the Township is shifting some administration responsibilities, and that Ms. Holland and/or himself would be attending Committee meetings going forward. He explained that he felt this would add clarity and move things along faster.

6. Adjournment.

Ms. Willow made a motion to adjourn the meeting at 7:45 p.m. Mr. Coppo seconded the motion. Mr. Coppo called for a vote and the motion passed 5-0-0.

Respectfully submitted,



Flora Kapp,
Secretary