

**MULTI-MUNICIPAL COMPREHENSIVE PLAN
LAKE REGION STEERING COMMITTEE**

MEETING MINUTES

March 14, 2006

The Lake Region Steering Committee Meeting was called to order at 4:30 p.m. on Tuesday, March 14, 2006 at the Paupack Township Municipal Building. Those in attendance at the March 14, 2006 Lake Region Steering Committee Meeting were as follows:

Mr. Russell Enslin, Lake Township	Mr. Peter Snyder, Lake Township
Mr. Justin Hoffmann, Paupack Township	Mr. Alvin Myers, Hawley Borough
Mr. James R. Martin, Consultant	Mr. Edward Kennedy, Palmyra Township
Mr. Thomas Shepstone, Consultant	Mr. Ted Kostige, Paupack Township
Mr. Joseph Kmetz, Palmyra	Mr. William Igoe, Paupack Township
Mr. Edward Coar, Wayne County Department of Planning	
Mr. Michael Hanf, Palmyra Township	Mr. Donald Kyzer, Hawley Borough
Mrs. Mary Sanders, Hawley Borough	

Review of the January 10, 2006 Lake Region Steering Committee Minutes –
The January 10, 2006 Steering Committee Meeting Minutes were presented for review and consideration of approval by the Steering Committee. Mr. Joseph Kmetz made a motion to accept the minutes as presented and Mr. William Igoe seconded the motion. The Lake Region Steering Committee with a vote of 12 yes and 0 no accepted the minutes as presented.

Plan Goals and Objectives / Overview of Plan Background Studies – The Steering Committee received a handout which included various background study components of the Multi-Municipal Comprehensive Plan. The various background studies highlighted within the handout were as follows:

- < Regional Relationships
- < Natural and Historical Features
- < Existing Land Use
- < Demographic Changes

In addition, the Steering Committee received an updated version of the Goals and Objectives as developed by the Steering Committee and reviewed during the public meetings. Mr. Shepstone reviewed the various background studies and the revised Goals and Objectives contained within the handout provided soliciting comments or suggestions from the Steering Committee Members. The Consulting Team will continue to add to the

background studies and other sections of the Multi-Municipal Comprehensive Plan and present that information to the Steering Committee at future meetings.

DCNR Grant Status and Review of Park and Recreation Grant Scope of Work –
The Steering Committee receive an update on the on-going discussions with DCNR related to the Park and Recreation Planning Grant received by the Lake Region Planning Partnership. The Consulting Team working closely with DCNR staff representatives were able to finalize a scope of work for this component of the Project. A handout was provided to the Steering Committee which highlighted specific actions requested of the Steering Committee related to the DCNR Grant as well as the general outline of the scope of work to be completed for the Project. The Consulting Team reviewed the scope of work items with the Steering Committee indicating that this information would be included within the Multi-Municipal Comprehensive Plan Document as a chapter dedicated to the Recreation and Open Space.

The initial action request of the Lake Region Steering Committee was to develop Park and Recreation Focus Groups within the Planning area. The Committee discussed the need to have a Focus Group for Hawley Borough and Palmyra Township which could be done together since Hawley Borough has a Park and Recreation Commission which has membership from Palmyra Township residents. Paupack Township and Lake Township would have separate Park and Recreation Focus Groups. It was also agreed that the contacts for each Focus Group would be as follows:

- < Hawley Borough and Palmyra Township – Mr. Joseph Kmetz
- < Paupack Township – Mr. Theodore Kostige
- < Lake Township – Mr. Russell Enslin

It was also agreed that the Focus Groups would be convened for the following purpose:

- < Expand community involvement in the planning process beyond the Steering Committee Members.
- < Provide feedback on the results of the community survey conducted as part of the Multi-Municipal Comprehensive Plan effort specifically related to the Park and Recreation Component of the survey.
- < Review and comment on proposed Park and Recreation Goals and Objectives as developed by the Steering Committee.
- < Review and provide feedback on the map work related to the inventory analyze of park and recreation facilities for this Project.
- < Provide feedback on park and recreation recommendations proposed as part of the Recreation Component of the Multi-Municipal Comprehensive Plan.

It is anticipated that the Focus Groups will be meeting 2-3 times over the course

of the next 2-3 months to support this planning effort.

The Steering Committee was also requested as part of the Park and Recreation Planning effort to identify specific private communities with park and recreation facilities and other major private recreation facilities which should be part of the Park and Recreation Inventory analysis. The Steering Committee identified the following Private communities and major private recreation facilities by municipality:

Hawley Borough	Palmyra Township	Paupack Township	Lake Township
	Woodledge Development	Wallenpaupack Lake Estates Development (WLE)	Cobb's Lake Preserve
	PPL Mangam Cove Boat Launch Area	Sandy Shore Development	The Hideout
	Dorflingers Sanctuary	Paupackan Lake Development	Secluded Acres
	Wayne County Historical Society (WCHS) Lock 31 Project	Cove Point Club Development	Lake Henry Campground
		Wood Hills Development	
		Goose Pond Boy Scout Camp	
		Camp Watonka	
		Lackawac Sanctuary	
		PPL Shumans Point	
		Whitney Lake Development	

In addition to the Private Residential Communities and other Private Recreational Facilities identified above, the Wallenpaupack School District and Western Wayne School District Recreational Facilities located within the Project area will be identified on the Park and Recreation Inventory Analysis completed as part of this Multi-Municipal Comprehensive Plan.

The Consulting Team also requested a copy of each municipalities budget for the last three (3) calendar years, specifically, calendar year 2003, 2004 and 2005. As part of the planning process, the Consulting Team will review each municipalities budget related to park and recreation services.

Finally, the Steering Committee discussed the issue of dedicated municipal personnel for park and recreation facility maintenance, development and on-going management. At this point in time, no municipal has dedicated staff for the park and recreation responsibilities highlighted above. Each municipal has personnel which provide are responsible for the functions highlighted above related to park and recreation facilities but they also have other responsibilities within municipal government. The issue

of municipal personnel responsible for park and recreation services will be discussed in greater detail within the Multi-Municipal Comprehensive Plan.

Municipal Zoning Maps Produced by the Wayne County Department of Planning – Mr. Edward Coar, Director of the Wayne County Department of Planning requested that each municipality review the zoning map produced by the Wayne County Department of Planning and identify and corrections to those maps. If there are corrections to be made he has requested that his office be contacted so they can make the changes recommended. In producing the zoning maps the Wayne County used as a base document the existing zoning maps of Hawley Borough, Palmyra Township and Paupack Township. If there are no changes to the map Mr. Coar has requested that the municipality adopt the map as the official zoning map of the municipality so that he can post it on the Wayne County web-site. Once the zoning map has been adopted by the municipality each municipality is requested to notify Mr. Coar that the Township has adopted the zoning map.

Next Steering Committee Meeting – The Steering Committee is scheduled to meet on Tuesday, April 11, 2006 at 4:30 p.m. at the Paupack Township Municipal Building.