

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

MEETING MINUTES

September 14, 2004

The Lake Region Steering Committee Meeting was called to order at 4:35 p.m. on Tuesday, September 14, 2004 at the Paupack Township Municipal Building. Those in attendance were as follows:

Mr. Theodore Kostige, Paupack Township	Mr. Bill Igoe, Paupack Township
Mr. Russell Enslin, Lake Township	Mr. Donald Kyzer, Hawley Borough
Mrs. Mary Sanders, Hawley Borough	Mr. Edward Coar, Wayne County Planning
Mr. Joseph Kmetz, Palmyra Township	Mr. Michael Hanf, Palmyra Township
Mr. Edward Kennedy, Palmyra Township	Mr. James R. Martin, Consultant
Mr. Thomas Shepstone, Consultant	Mrs. Cynthia Vencent, Hawley News Eagle
Mr. Justin Hoffmann, Paupack Township	Mr. Andy Falouk, Western Wayne School
Mr. Back Myers, Hawley Borough	

Introductions – The Steering Committee Meeting started with introductions.

Review of the August 10, 2004 Steering Committee Minutes – A correction was made to the minutes indicating that Mr. Edward Kennedy is a representative from Palmyra Township, not Hawley Borough. With that correction the Lake Region Steering Committee Minutes were accepted.

Community Survey – The Committee finalized the community survey. Since the School Districts were present for the first time, they were asked to review the community survey to see if there were any questions or information that they would like to include within the survey. If so they were asked to get in contact with Mr. Shepstone so that he could incorporate that information into the final version of the community survey prior to distribution. The method of distribution and the number of community survey's to be distributed was discussed. The committee agreed to distribute 1500 community surveys, 1000 to residents and 500 to non-residents. The 1500 community surveys will be distributed in proportion to municipal population. The mailing list for the community survey will be completed in random fashion. In addition to the mail survey process, community surveys will be available on a website and available at municipal buildings. A color coding process will be used to distinguish community surveys who were completed by residents and non-residents.

Multi-Municipal Mapping Effort – The Committee discussed the following preliminary list of mapping topics to be considered:

- < **Land Use / Land Cover (1959-2000)** – Ed Coar suggested that the Wayne County Department of Planning could provide this information to the Steering Committee at a future meeting.
- < **Municipal Roads and State Highways**
- < **Community Facilities including; Public Recreational Facilities and Public and Private Water & Sewer Systems**
- < **Soils / Soil Types**
- < **Private Second Home Communities**

Review of Basic Census Information – The Steering Committee reviewed 2000 Census information including specific information related to each municipality. A summary of the information reviewed comparing each municipality is included in the following table:

**Lake Region – Comprehensive Planning Effort
 Highlights of 2000 Census Information by Municipality**

<i>Municipality</i>	<i>Paupack Twp.</i>	<i>Lake Twp.</i>	<i>Palmyra Twp.</i>	<i>Hawley Boro.</i>	<i>Total</i>
Total Population	2,959	4,361	1,127	1,303	9,750
Housing Tenure					
< Owner Occupied	88.4%	85.3%	88.6%	51.9%	
< Renter Occupied	11.6%	14.7%	11.4%	48.1%	
Housing Occupancy					
< Occupied Units	34.6%	46.3%	77.8%	88.1%	
< Vacant Units	65.4%	53.7%	22.2%	11.9%	
For Seasonal, Recreational or occasional Use					
Residence in 1995					
< Same House 1995	58.6%	69.8%	66.6%	63.3%	
< Different House in 1995	40.6%	29.9%	33.1%	35.3%	
Commuting to Work (Mean Travel Time to Work - Minutes)	33.2	28	31.2	17.3	
Housing Values (Median Dollars)	\$121,700	\$102,800	\$114,500	\$84,800	

Community Facilities Survey and Road Survey Form – The Committee reviewed the Community Facilities Survey and the Road Survey Form that was provided. Each Municipality agreed to appoint a person responsible for the completion of the Surveys. Each Municipality will attempt to complete this Community Facilities Survey and the Road Survey by the next meeting of the Steering Committee.

Review and Consideration of Needs and Resources of the County of Wayne, Western Wayne and Wallenpaupack School District – For this Steering Committee Meeting Wallenpaupack School District was not able to have representation at the meeting. The Western Wayne School District and the County of Wayne had representatives at the meeting. Both entities expressed appreciation for being part of the Multi-Municipal Planning effort. The Western Wayne School District discussed the impact of population growth on planning efforts within the School District. The County of Wayne agreed to support the Project with information available through the Wayne County Department of Planning.

Next Meeting Scheduled for Tuesday, October 12, 2004 at 4:30 p.m. at the Paupack Township Municipal Building.