

COMMUNITY FACILITIES AND SERVICES PLAN

OVERVIEW

Community facilities and services, as provided by local, county and state government, and by quasi-public institutions such as volunteer fire departments, hospitals and libraries, are most often considered in terms of government or institutional response to meet the needs and demands of the community's residents. As the individual municipal and regional population continues to change, the demand for facilities and services will also change. For example, an increasing population may require more classroom space, increased or new police protection, expanded social services, and additional recreation facilities. On the other hand, a stable or declining population, while not requiring additional services, may present a difficulty of paying for existing facilities and services with shrinking tax revenues. This is particularly pertinent to roads which require maintenance regardless of the municipal population. In addition, a change in the composition of the population could require different facilities and services. For example, if the population is aging as a whole, less recreation facilities and more social services may be required.

Community facilities and utilities should be considered resources with limited capacities that are to be provided in appropriate places to support and implement a multi-municipal comprehensive plan. The location of certain key facilities, including water, sewer, schools, and roads, are often essential to providing the necessary services to accommodate more intensive residential and nonresidential development. Conversely, these services will facilitate unintended development in areas, such as important farming areas or areas with limiting natural resources, where growth may not be appropriate. The location of other services, facilities, and utilities should be considered in relation to their ability to support or conflict with the land use planning for the multi-municipal area. The land use planning should facilitate the efficient and economic provision of public, quasi-public, and privately provided community services wherever possible.

Source: *Planning Beyond Boundaries*, p. 3-18.

Residents rely on community and public facilities and services to meet their transportation, educational, water supply, sewage disposal, police protection, emergency response, recreation and other daily living need. Municipalities do not, and cannot, provide all the facilities and services demanded by residents, many such services being provided by other levels of government or volunteer organizations. Nevertheless, without diligent and ongoing attention to the operation and maintenance of existing facilities and services, and planning for new facilities and services, a municipality can fall short in adequately serving its residents.

COMMUNITY FACILITIES AND SERVICES GOAL AND OBJECTIVES

Community Facilities and Services Goal: Ensure that community facilities and services are provided to meet the needs of the Township.

Objectives:

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| Facilities and Services | <p>Maintain existing public facilities and services and plan carefully for new public facilities and services.</p> <ul style="list-style-type: none"> • <u>Maintenance</u> - Provide necessary maintenance of existing municipal buildings, equipment and other community facilities to extend the useful life and forestall unnecessary capital expenditures. • <u>Efficiency</u> - Manage all municipal facilities and services efficiently and effectively. |
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- Capital Improvements Program - Systematically identify the need for local municipal community facilities and services, including useful life replacement of existing facilities, and develop a capital budget to meet the needs.
- Infrastructure Needs - Encourage the County to take the lead with area municipalities to coordinate planning for the infrastructure needs of Pike County.
- Cooperation - Encourage and participate in any area intergovernmental cooperation efforts for community facilities planning and economies of scale for joint purchasing, recreation and other facilities and services.
- Cable/Internet Access - Work with Blue Ridge Cable, Verizon and other providers to ensure universal access to cable television service high-speed (256 KBPS or higher) internet service.
- Cellular Telephone - As a matter of public safety, work with cellular communications providers to ensure the entire township is adequately served with 3G service, including the federally mandated locating abilities for mobile phone users within the bounds of the zoning ordinance relative to tower location and antenna collocation.
- Child Care / Elder Care - Monitor the need for additional child care and elder care facilities and work with community organizations to meet any identified needs.
- Urgent Care Service - Encourage the County and regional health care providers to develop urgent care facilities to bridge the gap between doctors and emergency rooms to better use health care resources.

Emergency Services**Protect the Township with effective emergency services.**

- Expanded Service - Identify isolated and under served areas and assess the need for expanded or additional fire and ambulance stations.
- Volunteer Organizations - Acknowledging the critical importance of such groups to the community, encourage and continue to support volunteer fire, ambulance and other public service organizations.
- Police Protection - Continue to rely on the State Police, but monitor the need for local police protection.

Water Supply and Sewage Disposal**Ensure adequate water supplies and sewage disposal facilities.**

- Well Ordinance - Apply well construction standards with a well ordinance in areas not served by community water supply.
- Community Water Supplies - Apply well head protection standards to maintain good drinking water quality.
- Sewage Disposal - Monitor the effectiveness of on-lot sewage disposal systems and evaluate central sewage disposal as a means of correcting any widespread problems.

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- On-Site Sewage Systems - Ensure that on-site sewage systems are maintained, and that failing systems are repaired and new systems are installed in accord with DEP standards.

Storm Water

Improve Stormwater Management.

- Existing Problems - Evaluate storm water management facilities and develop a plan to address existing problems.
- Improvements - Include require stormwater management improvements in the capital improvements program.
- Innovate Controls - Incorporate innovative stormwater management techniques into new development.
- Education - Address existing problems with stormwater runoff through outreach and education of landowners

New Development

Ensure that an adequate and safe water supply system, a proper sewage disposal system, well designed and constructed roads, stormwater management and other facilities are provided by developers as part of any residential development.

- SALDO - Periodically update the Subdivision and Land Development Ordinance to include standards to ensure most current and sound development practices.

COMMUNITY FACILITIES AND SERVICES EXISTING CONDITIONS AND ACTIONS

Growth and Development

Community facilities and services can serve as a tool, or as an unexpected trigger, to guide or stimulate community growth and development. Provision of a public water supply or sewage disposal system can be used to foster business development, but unexpected (and perhaps undesired) associated commercial and residential development can result in the area where such facilities are provided. The construction or improvement of highways, often to solve traffic congestion, can have similar effect resulting in even more traffic and a change in community character.

Planning and Cooperation

The planning and provision of community facilities and services must be undertaken in the overall context of the *Comprehensive Plan* and the community's long-term growth and development goals and objectives. More importantly, Porter Township should not act as an island when considering facilities or services, but should cooperate with other local municipal jurisdictions, the school district, and the County to provide and improve facilities and services which are best provided regionally.

Plan Focus

This section of the *Comprehensive Plan* focuses on those facilities and services which are provided by the Township and the quasi-public institutions, such as fire and ambulance companies, serving the area. Given population increases, the demand for services and facilities provided directly by local municipalities has been continually increasing. For many years in the early history of townships, the main responsibility of the elected officials was maintaining roads, hence the title *Road Supervisor*. Boroughs often served as centers for commerce and community activities. In more recent years, state and federal mandates such as sewage disposal regulations,

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floodplain development requirements, and stormwater management planning, along with the desire to manage development, local municipalities have undertaken land use planning and environmental protection programs.

Facility and Service Providers

Public community facilities and services to serve Township residents are provided on several levels, and the provision of these facilities and services is dependent on tax dollars, whether in the form of federal and state aid, county supported programs, or locally funded facilities and services. Both public and private funds support institutional facilities and services. Certainly, the facilities and services provided by the Commonwealth of Pennsylvania, Pike County and the East Stroudsburg School District are vital to Township residents, but are somewhat beyond the scope of this *Plan*. Should community residents find that state or county facilities or services are inadequate, local municipal officials can serve as a conduit for communication with responsible state and county officials to effect facility and service improvements. In order to provide an overview of the range of facilities and services available in a community, *Facilities and Services Providers Table*, includes a matrix of typical facilities and services which can be provided by various jurisdictions.

TYPICAL FACILITIES AND SERVICES PROVIDERS (not specific to Porter Township or Pike County)					
Service	Local	School	County	State	Quasi-Public
Aging Services			D	S, D	
Domestic Relations			D	S, D	
Children & Youth			D	S, D	
Welfare, etc.				D	
Education		D		S	
Parks & Recreation	S, D	D	S, D	S, D	D
Judicial			D	S, D	
Criminal Justice			D	S, D	
Police Protection	D		D	D	
Emergency Mngt	D		S, D	S, D	D
Roads/Highways	D		S, D	S, D	
Tax Assessment			D		
Elections	D		D	S, D	
Land records			D		
Libraries, museums	S, D	D	S, D	S	D
Fire & Rescue	S, D		S	S	D
Health Care			D	S, D	D
Utilities	D		D		D
Land Use Control	D		D	S, D	
Environ Protection	D		D	S, D	
Solid Waste Disposal	D		S, D		
S - provides financial support to other jurisdiction or quasi-public entity D - provides directly to public					

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Schools**

Although local municipalities have no direct control over school district facilities and activities, the Pennsylvania Municipalities Planning Code (MPC) recognizes the importance of school buildings and land to the community. Public schools account for the largest expenditure of local tax dollars. The public school system not only provides education for a community’s children, but also provides adult and community education, library facilities, cultural and social activities, and recreational and sport facilities for the surrounding communities. The MPC requires school districts to submit certain proposed actions related to land and buildings to the municipality for review if a comprehensive plan has been adopted. Most school districts are not aware of this provision and local municipalities must monitor school district activities and notify school administrators about the requirement.

School Districts and the Municipalities Planning Code Section 305. The Legal Status of Comprehensive Plans Within School Districts. Following the adoption of a comprehensive plan . . . , any proposed action of the governing body of any public school district located within the municipality or county relating to the location, demolition, removal, sale or lease of any school district structure or land shall be submitted to the municipal and county planning agencies for their recommendations at least 45 days prior to the execution of such proposed action by the governing body of the school district.



Bushkill Elementary School



Lehman Intermediate School



High School - North



Resica Elementary School

Porter Township is served by the East Stroudsburg Area School District, which also includes Lehman Township in Pike County and a number of municipalities in Monroe County. The Bushkill Elementary School, completed in 1998 with a capacity of 800 students, currently enrolls some 650 students and employs some 85 professionals and support personnel. With an enrollment of 910 students, the Lehman Intermediate School was completed in 2000 and employs about 120 staff. Completed in 1999 with a capacity of 1,300 students, the North High School currently enrolls some 1,350 students and employs about 170 staff. The three schools are located in one complex just south of Porter Township along the Bushkill Road in Lehman Township. Children from Spruce Run Creek and south attend the Resica Elementary School. Pennsylvania Department of Education projections suggest that the total enrollment will increase to 9,080 by the 2012-2013 school year and 10,355 by 2017-2018

A citizen’s group is currently working to change the school district of jurisdiction in the Township from the East Stroudsburg Area School District to the Wallenpaupack Area School District. While Township officials cannot participate in the effort, the change would certainly affect a significant proportion of the Township population in terms of community focus and travel time for students.

Township Government

Porter Township is incorporated under state law as a *Township of the Second Class* (a far better moniker than *second class township*). Based on a population density of 300 persons per square mile, township voters can opt for reclassification to a *Township of the First Class*. However, none of the Townships in Pike County have reached this population density. The Township is governed by a three-member board of supervisors. State statute provides the option of a five-member board under the home rule system following a ballot referendum supported by a majority of voters. However, relatively few townships have opted for this system, and Westfall Township is the only one in Pike County. The Supervisors appoint township residents to the township planning commission which serves an advisory role to the supervisors, and appoints the zoning hearing board. Other volunteer boards may include an environmental advisory council, a parks and recreation commission and a shade tree commission.

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Facilities and Services



Local municipalities in Pennsylvania are responsible for a variety of public facilities and services. As noted earlier, one of the primary functions of township supervisors was the construction, improvement and maintenance of roads. However, local governments have evolved over the years to the point of managing a large variety of facilities, services and programs, which in some cases are mandated by state and federal regulations. These include, among others, zoning and other land use controls; environmental protection; stormwater and floodplain management; police protection; water and sewer facilities; parks and recreation, and solid waste disposal. The level of service is dictated by the density and demographic character of the municipal population, and its tax base.

Local Priorities

A community survey was conducted as part of the planning process and forms were distributed at the 2009 primary election and to other Township residents and landowners. A total of 45 completed survey forms were returned. Because the survey distribution was not controlled in number and distribution, it cannot be considered representative of resident and landowner opinions, but does provide perspective on community expectations. The detailed results are available from the Township and the results of key question related to facilities and services are reported below.

How important are the following services?

	Not Important	Somewhat Important	Important	Very Important
A. Building and zoning permit services	18.2% (8)	47.7% (21)	18.2% (8)	15.9% (7)
B. Child day care services	88.1% (37)	2.4% (1)	7.1% (3)	2.4% (1)
C. College opportunities	73.2% (30)	4.9% (2)	14.6% (6)	7.3% (3)
D. Elder care services	34.9% (15)	16.3% (7)	27.9% (12)	20.9% (9)
E. Emergency medical service	4.5% (2)	9.1% (4)	27.3% (12)	59.1% (26)
F. Fire protection	4.5% (2)	9.1% (4)	29.5% (13)	56.8% (25)
G. Health care services	11.6% (5)	11.6% (5)	32.6% (14)	44.2% (19)
H. Overall Township services	2.3% (1)	27.3% (12)	47.7% (21)	22.7% (10)
I. Police protection	4.8% (2)	11.9% (5)	45.2% (19)	38.1% (16)
J. Preschool services	82.9% (34)	4.9% (2)	7.3% (3)	4.9% (2)
K. Public schools	59.5% (25)	11.9% (5)	9.5% (4)	19.0% (8)
L. Recycling	19.0% (8)	19.0% (8)	40.5% (17)	21.4% (9)
M. State road maintenance	4.7% (2)	9.3% (4)	46.5% (20)	39.5% (17)
N. Township recreation facilities	28.6% (12)	26.2% (11)	33.3% (14)	11.9% (5)
O. Township road maintenance	13.6% (6)	9.1% (4)	45.5% (20)	31.8% (14)

Rate the following services in the Township and community.

	Excellent	Good	Fair	Poor
A. Building and zoning permit services	20.0% (8)	47.5% (19)	30.0% (12)	2.5% (1)
B. Child day care services	4.5% (1)	9.1% (2)	31.8% (7)	54.5% (12)
C. College opportunities	10.3% (3)	27.6% (8)	37.9% (11)	24.1% (7)
D. Elder care services	4.0% (1)	16.0% (4)	48.0% (12)	32.0% (8)
E. Emergency medical service	27.5% (11)	37.5% (15)	35.0% (14)	0.0% (0)
F. Fire protection	26.2% (11)	42.9% (18)	31.0% (13)	0.0% (0)
G. Health care services	7.9% (3)	28.9% (11)	50.0% (19)	13.2% (5)
H. Overall Township services	7.5% (3)	60.0% (24)	25.0% (10)	7.5% (3)
I. Police protection	10.0% (4)	42.5% (17)	32.5% (13)	15.0% (6)
J. Preschool services	4.8% (1)	14.3% (3)	38.1% (8)	42.9% (9)
K. Public schools	3.3% (1)	30.0% (9)	36.7% (11)	30.0% (9)
L. Recycling	2.9% (1)	20.0% (7)	34.3% (12)	42.9% (15)
M. State road maintenance	2.3% (1)	44.2% (19)	30.2% (13)	23.3% (10)
N. Township recreation facilities	9.4% (3)	46.9% (15)	18.8% (6)	25.0% (8)
O. Township road maintenance	2.7% (1)	67.6% (25)	21.6% (8)	8.1% (3)

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Township Facilities

The *Porter Township Facilities and Staff Table* details the buildings, land, equipment and staff of the Township. The only facility owned and maintained by the Township, aside from roads, is the Township Building. Located on Delaware State Forest Land leased from the Commonwealth of Pennsylvania along Route 402 just south of Whittaker Road, the Township Building was constructed in the 1920's and originally served as the Hunter Range School for grades one through eight.

The Township employs a part-time secretary who works out of her business establishment and maintains all Township records and files on her premises. Other part-time service contractors include the Road Master, and sewage enforcement officer and zoning officer who respond to Township residents as-needed.

PORTER TOWNSHIP FACILITIES AND STAFF	
Township Building	- meeting room on leased parcel
Maintenance Buildings	- none
Other Property	- none
Meetings	- Township Building
Employees	- Secretary, part-time - Road Supervisor, part-time
Contracted Services (all part-time as needed)	- Township Solicitor - Zoning Hearing Board Solicitor - Zoning Officer - Building Inspector - Sewage Enforcement Officer
Volunteer Boards	- Planning Commission - Zoning Hearing Board
Vehicles & Major Equipment	- none
Recreation Facilities	- none
Anticipated Capital Expenditures	- purchase land and construct township building/fire substation



Porter Township Building

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This simple administrative organization functions well for the Township and the building is more than adequate for Township meetings. As the Township population continues to increase over the long term and administrative functions become more complex, the need for regular office hours and consolidated storage of the Township's records should be considered.

**Future
Township Building**

The Township is now evaluating options for the location of a Township Building to increase capacity for office space, storage and meetings. The location could also serve as a substation for the Hemlock Farms Volunteer Fire Company to better serve the Township. Currently, the Fire Company is located in the Hemlock Farms Community and a substation in Porter Township would improve response time.

Local Road Maintenance

Road maintenance is directed by the Road Master, who is one of the elected Supervisors. The Township has no other regular road maintenance employees, and contracts for all winter and summer maintenance, and all road improvements. Given the low number of road miles maintained by the Township, this approach is certainly the most sensible and cost efficient, and should serve well for the long term. It is unlikely that the length of road maintained by the Township will increase significantly, if at all, because the new roads which have been constructed are located in residential developments where developers have chosen to maintain private roads and this practice is likely to continue for any new subdivisions. In addition, it is Township policy not to accept development roads for public dedication.

**Road Maintenance
Cooperation**

Road maintenance could also be coordinated with other nearby municipalities via the Pike County Council of Governments (COG). Taken as a whole, the individual participants in the COG employ a considerable labor force, and own and maintain a variety of vehicles and equipment. As a means of using local municipal funds and resources most efficiently, the COG could:

- Update and keep current the list of vehicles and equipment owned by all COG municipalities.
- Serve as a clearinghouse and notify all COG participants when a municipality is selling or purchasing equipment which may meet the needs of another municipality.
- Investigate the possibilities for increased sharing labor and equipment.
- Investigate the possibilities for increased contracting with or swapping with adjoining municipalities for winter road maintenance where travel savings may be realized.
- Coordinate joint purchasing of supplies and materials to reduce unit costs.

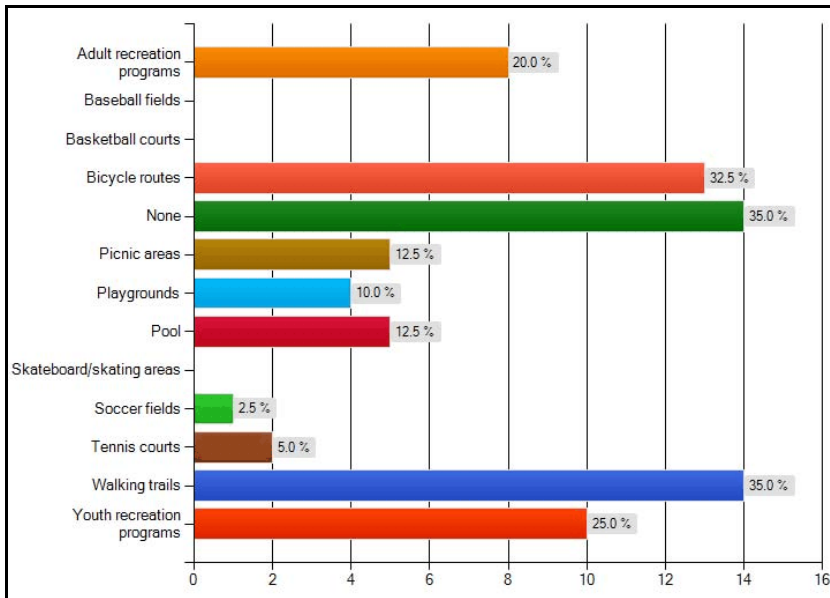
Other vehicle and equipment actions:

- Maintain an accurate inventory of all vehicles and equipment.
- Liquidate obsolete vehicles and equipment.
- Include planned purchases of vehicles and equipment on a capital budget to plan for large expenditures.

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Recreation Facilities

Individuals, families, community groups, and organized leagues use recreation facilities and facility planning should address the needs of all of these groups. Current facility usage and community trends in recreation and leisure activities provide the

basis for developing new facilities. Local municipal recreation planning and facilities and programs should complement those already available from the county, private communities and the school district, and on state land. Fortunately, providing recreation facilities and programs is another opportunity for municipalities to work cooperatively. In addition, local sports and civic organizations have historically played a key role in recreation and this must be encouraged. Recreation planning and facility construction are eligible for funding under the Keystone Recreation Grant Program which should be considered for any future recreation improvements.



Survey Respondents: Needed recreation facilities and services.

Having historically relied on the facilities in neighboring municipalities and the School District to meet the demand, Porter Township does not currently provide any recreation facilities. Simply put, there is has been no justification for Township recreation facilities given the Township’s low population and very limited resources. In addition, the Hemlock Farms Community Association owns and maintains numerous recreation facilities within their community, which accounts for a substantial proportion of Township residents, and the facilities at the East Stroudsburg schools in adjoining Lehman Township are available.



Public Lands

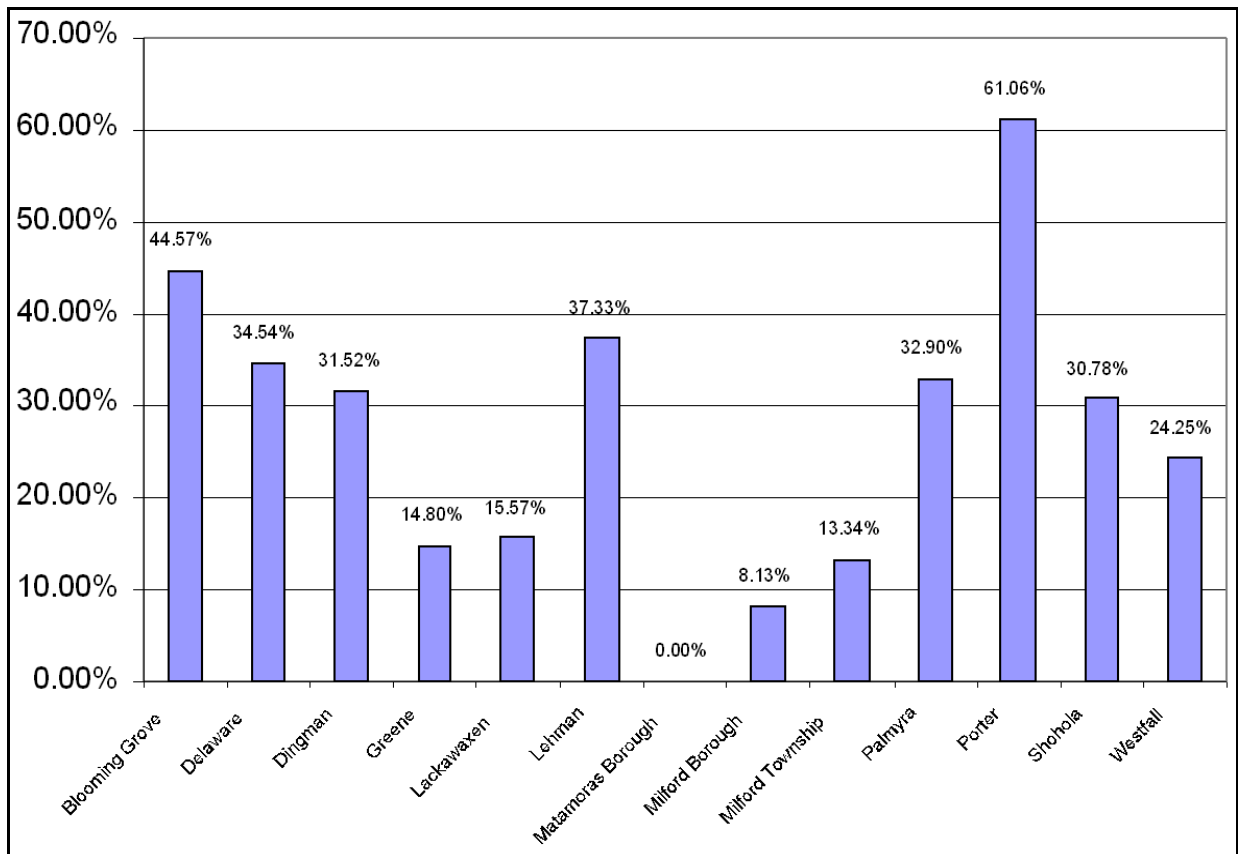
Thousands of acres of State Forest Lands, State Game Lands and National Park Service lands are all available to area residents and visitors for outdoor recreation. In Porter Township the Delaware State Forest covers some 22,900 acres or 61% of the land area of the Township. County-wide, a total of 112,968 acres of state and federal land, 32.6% of the total land area, are open for public recreation. (See the *Public Lands in Pike County Table and Figure* on the following page.)

Recreation and the Planning Code

Although the approach is probably premature for Porter Township, §503(1.1) of the Pennsylvania Municipalities Planning gives municipalities the authority to require developers to dedicate land for public use, and upon agreement of the developer, the construction of recreation facilities or the payment of fees in lieu thereof by developers for the construction and maintenance of recreation facilities accessible to the residents of the proposed residential development. Inclusion of this requirement in the subdivision and land development ordinance should be considered by each municipality. Fees can be assessed on a per lot basis for subdivisions, on a per unit basis for any mobile home park or multi-family dwelling, and for commercial land developments. Prior to adopting such requirements, the municipality must adopt a recreation plan to detail how the funds will be allocated.

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PUBLIC LANDS IN PIKE COUNTY						
	Total Acres	Delaware State Forest (including Promised Land State Park)	State Game Lands	National Park Service	Total Federal and State Lands	% Federal and State Lands
Blooming Grove	48,192	13,553	7,924	0	21,477	44.57%
Delaware	28,288	2,169	0	7,601	9,770	34.54%
Dingman	37,248	5,489	2,453	3,800	11,741	31.52%
Greene	38,528	5,704	0	0	5,704	14.80%
Lackawaxen	50,304	2,759	5,072	0	7,831	15.57%
Lehman	31,296	3,865	0	7,819	11,684	37.33%
Matamoras Borough	448	0	0	0	0	0.00%
Milford Borough	320	0	0	26	26	8.13%
Milford Township	8,000	858	0	209	1,067	13.34%
Palmyra	22,016	5,073	2,170	0	7,243	32.90%
Porter	37,504	22,899	0	0	22,899	61.06%
Shohola	28,608	1,164	7,643	0	8,807	30.78%
Westfall	19,456	4,246	165	308	4,719	24.25%
Totals	350,208	67,778	25,427	19,763	112,968	32.26%



Public Lands in Pike County

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**Specific Actions
Related to Recreation**

In the near term, the Township will continue to rely on facilities and services provided by other entities to meet the recreation needs of residents. However, Township officials will monitor the need for Township recreation facilities. The Township will:

- Work cooperatively with adjoining municipalities and the County to . . .
 - plan for recreation and open space from an area wide perspective.
 - coordinate individual municipal efforts.
 - maximize use of resources.
 - improve standing for state grants.
- Explore ways of working with private communities to provide public recreation facilities.

Once a need for Township recreation facilities has been identified:

- Consider appointing a Township Park and Recreation Commission to spearhead planning, development and maintenance efforts.
- Ensure facilities are constructed in accord with an overall plan and all facilities are maintained.
- Identify potential sites (including the County-owned land along Route 739) for recreation facilities.
- Develop a funding plan to include:
 - use of fees assessed for residential development under the subdivision and land development ordinance.
 - solicitation of private contributions.
 - grants.
 - direct municipal contributions.
 - a special fund for land acquisition and capital improvements
- Obtain technical assistance from County and State agencies.
- Show planned recreation facilities on a Township Official Map to ensure that the land can be acquired. (See later *Official Map* section.)
- Cooperate with area wide community recreation organizations to improve recreation facilities and programs.

Police Protection

Township police protection is not planned at this time and a Township police force will be impractical for many years given the limited population. This conclusion echoes the 1999 Township Comprehensive Plan which noted: *The Supervisors have determined that continued reliance on the State Police is the most reasonable at present in terms of community needs and the financial resources available versus the cost of providing local police protection. Township officials must continue to monitor population growth and the incidence of crime, along with municipal financial conditions, in order to plan for any changes in the system.*

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State Police Barracks, Route 402

Porter Township is served by the Pennsylvania State Police from their barracks located in Blooming Grove Township along Route 402 north of Interstate 84. A local police force can be one of the most costly services provided by local government, not only in terms of the number of employees and equipment requirements, but also continuing benefits and pensions, as well as liability insurance. The regionalization of police protection can be a means of providing service at reduced cost. Savings in manpower, administration, space and equipment costs can be realized. The Eastern Pike County and the two

regional police forces in Monroe County, Pocono Mountain and Stroud, are good examples.

Should the current situation change, the Township will explore the merits of a joint police force and cooperating with other area municipalities on the organization of a regional police force as a cost effective approach. Funding for assessing the feasibility of such a police force and technical assistance may be available from the Pennsylvania Department of Community and Economic Development. Another option would be to contract with an adjoining municipality for police services.

**Fire Protection and
Emergency Medical
Service**

Adequate emergency service will continue to be an important element of maintaining the existing quality of life in the Township. The issues must be addressed as a long term goal of the Township and area wide municipalities. As noted earlier, emergency response is typically one of the most important services to residents of small communities.



Hemlock Farms Volunteer Fire and Rescue Company

In the case of Porter Township, fire protection and rescue service and emergency medical service are provided by the Hemlock Farms Volunteer Fire and Rescue Company located in the Hemlock Farms Community. Initially formed in November 1969 as the Hemlock Farms Ambulance Corp to serve the private residential community, the Fire and Rescue Company now serves areas outside the Community of Blooming Grove, Lackawaxen, Palmyra and Porter Townships.

From the Hemlock Farms Volunteer Fire and Rescue Company web site:

The HFVF&R Co. houses 10 pieces of equipment, in two buildings. The main building contains 7 bays, which houses our primary response vehicles. The second building contains our support apparatus and repair facilities. The main building also contains a conference room, training facilities, and a kitchen/dining area.

These vehicles are equipped with some of the latest in firefighting technology, including a thermal imager, Hurst Spreader ("jaws-of-life") & O-Cutter, repelling equipment, confined space rescue equipment, HazMat equipment, and the latest in firefighting apparel. Emergency Medical Equipment that are carried on the ambulances includes defibrillators, oxygen tanks, heart and pulse monitors, and CPR bags. Weekly checks on all apparatus ensure that they are in proper working order when they are needed most.

This equipment is coordinated through our own 100-watt repeater system, keeping the Company in communication over a 127 square-mile range. We are dispatched through Pike County Communications Center in Milford, PA.. We are also equipped to request assistance from neighboring Companies, as well as MedEvac helicopter EMS service and State Police Air Support.

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Emergency service areas in Pike County are defined by inter-company agreements and all companies are dispatched via the 9-1-1 System and the companies are organized in a regional mutual aid system. Mutual aid agreements are good examples of intermunicipal collaboration to improve both the efficiency and quality of service. The number of emergency responses made each year by provides an indication of the level of dedication required by local volunteers. Hemlock Farms responds to some 600 calls each year. The Hemlock Farms Company is supported by an adequate number of volunteers (65 active members), is committed to the required training, maintains its equipment and buildings, and plans ahead for new equipment acquisition.

Volunteers

Rural emergency service providers are finding it more and more difficult to find volunteers given the increased demands for training and qualifications. Although this has not affected the Hemlock Company as much as many other local volunteer companies, the situation must be monitored along with the need for paid staff. The situation is often more of a problem for life support services.

- The volunteer organizations are finding it more and more difficult to recruit and retain volunteers.
- Large time commitment required not only for answering calls but for training.
- Individual liability does not appear to be an issue; the *Good Samaritan Law* applies.
- Husband and wife both work in most families which limits volunteer time.
- More and more residents work at jobs out of the area which limits availability for day time response.
- Many young recruits go away to college and do not return.
- Fewer and fewer residents have a direct feeling of connection to the community.
- Generally changing attitudes about volunteering -- more people expect to be paid.
- What to do about volunteers and staffing?
 - Work with the State Office of Fire Prevention and Control to set standards for volunteer firefighter and ambulance personnel which are reasonable for rural areas and which do not discourage volunteer participation.
- Consider paid staff for emergency services.
- Regionalize services with a number of paid staff supplemented by volunteers.
- An adequate pay scale would be critical.
- Volunteer marketing plan linked to service organizations, schools, Boy Scouts, Girl Scouts, 4-H, etc.
- Offering EMT and paramedic training in high school.



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Municipal Assistance for Emergency Service Providers

A recent *Pennsylvania Township News* article suggested the following ways in which EMS (and other emergency service providers) can be assisted by municipalities:

- **Find out what they need** - Meet with your EMS provider on a regular basis to find out what the group needs and how the township can help.
- **Put out the call for volunteers** - Advertise for EMS volunteers in your newsletter and on your Web site. Find out if the EMS provider needs administrative volunteers, in addition to medical ones, and try to connect the group with local business people, a CPA, or a bank manager.
- **Offer volunteer incentives** - If the township sponsors recreation programs, special events, or even has a township pool, offer free tickets or a free membership to anyone who volunteers for EMS duty.
- **Help EMS providers with grant searches and grant writing** - Use your own experience securing grants for the township to show EMS providers where to look, such as the state Department of Community and Economic Development and other state and federal agencies. If they're new at grant writing, offer some pointers.
- **Check out purchasing options using state contracts** - Emergency medical equipment is available for purchase through statewide contract. Tell the EMS provider how the system works and also alert them to the availability of state and federal government surplus programs.
- **Consider funding options** - Townships can use the new emergency and municipal services tax to help fund emergency medical services. They can also dedicate up to half a mill of township taxes to such services. Some townships make annual donations to their EMS provider a regular part of the budget, and others participate in special fund raising campaigns.

Source: Pike County Comprehensive Plan, Ch. 18, p. 18.

9-1-1 Numbering

In anticipation of the 9-1-1 street naming and addressing system and in an effort to improve emergency response, the Township Board of Supervisors has adopted a *Street Name, Address and Sign Ordinance* to enhance public safety and security by improving the ability of emergency response personnel to navigate and locate dwellings and other structures in the Township. The Ordinance:

- Provides the authority to the Township Board of Supervisors to assign road names to all public and private roads in the Township to eliminate duplicates and minimize confusion.
- Requires conformance to the street addressing system established by Pike County for the 9-1-1 Emergency Call System.
- Establishes a uniform system for street name signs and street number signs.
- Includes provisions for fines for failure to comply with ordinance provisions.

Emergency Response Actions

Township officials and emergency service organizations have historically maintained good working relationships and the Township has annually provided funding to support emergency services. In addition, the Township receives funding from the state Foreign Fire Insurance Program which is passed through to emergency services providers. Given the increasing demand for services, the high expense of acquiring and maintaining equipment, and the exacting training required for volunteers, the Township Supervisors recognize that providing effective emergency services is an important issue. Ongoing actions include:

- Continue to provide financial support to the Hemlock Farms Volunteer Fire and Rescue Company and work with the Company to maintain adequate services and building and other support equipment and facilities.
- Work with Pike County to improve the 9-1-1 dispatching system in the Township.

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- Support efforts to petition the State Office of Fire Prevention and Control to set reasonable standards for volunteer firefighter and ambulance personnel in rural areas.
- Include a fire substation in any Township land acquisition and building plans.
- Enforce the provisions of a *Street Name, Address and Sign Ordinance*.

Pike County Hazard Mitigation Plan - *The Pike County Hazard Mitigation Plan has been prepared in response to the Federal Emergency Management Agency (FEMA) requirement and was developed to be consistent with the Pennsylvania Hazard Mitigation Plan. Hazard Mitigation is defined as “any cost-effective action taken to eliminate or reduce the long term risk to life and property from natural, man- made and/or technological hazards.” The phrase “cost effective” added to the definition stresses the importance of finding effective mitigation alternatives which over the long-term can also reduce the economic impacts to our communities’ tax base. The Pike County Hazard Mitigation Plan assembles important inventory and data on potential hazards to our communities and prioritizes these hazards in frequency and severity. It analyzes and reviews alternative mitigation options based on the resource capabilities of our County and communities. The plan then selects the most appropriate course for future mitigation of the hazards facing our County residents. The plan will enable the County and its municipalities to effectively respond to hazards as they occur and reduce the potential risks of these hazards to the health, safety and welfare of our residents. Additionally, the Plan will allow for Pike County communities’ eligibility for a full range of assistance following hazard events. Source: Pike County Hazard Mitigation Plan, p. 1*

Emergency Management

Emergency management planning at the local level is coordinated by the Pike County Emergency Management Agency (EMA). County emergency management agencies throughout the Commonwealth receive direction from the Pennsylvania Emergency Management Agency and the Federal Emergency Management Agency. The Township works with the County EMA, and has appointed an Emergency Management Coordinator. The *Porter Township Emergency Management Plan* and the *Pike County Hazard Mitigation Plan* are incorporated into this Comprehensive Plan by reference.

Solid Waste Disposal and Recycling

No specific actions are identified for solid waste disposal and recycling.

Planning for solid waste disposal is a county responsibility as mandated by the State Solid Waste Management Act, and local municipalities are authorized to regulate solid waste disposal by ordinance. In Porter Township, homeowners and business owners contract with private haulers for the collection and disposal of solid waste. This has been adequate to meet current needs and Township regulation is not proposed or anticipated.

Recycling in Porter Township is an individual choice because it is not mandated by the Commonwealth for municipalities with populations under 5,000. Pike County operates a voluntary recycling program with drop-off sites at the Delaware Township Building, the Dingman Township Building, Dutch’s Market in Greene Township, the Lackawaxen Township Building, the Lehman Township Building, the Midtown Convenience Store in Shohola, the Milford Township Building, the Palmyra Township Building and the Pocono Environmental Education Center.

Water Supply

The water supply information reported by the 1999 Township Comprehensive Plan remains valid: *Groundwater is the source for all potable water in Porter Township with supplies provided by individual wells, and in the case of Hemlock Farms, a private water company, with no municipally owned water systems in the Township. Groundwater quality in Porter Township is generally good with no reports of any widespread contamination. With few commercial activities and no industry in the*

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Township, any contamination which would occur would likely be the result of malfunctioning sewage systems as indicated by high fecal coliform and nitrate counts. Nevertheless, the need for careful planning for groundwater quality protection is key to the long term environmental condition of the Township.

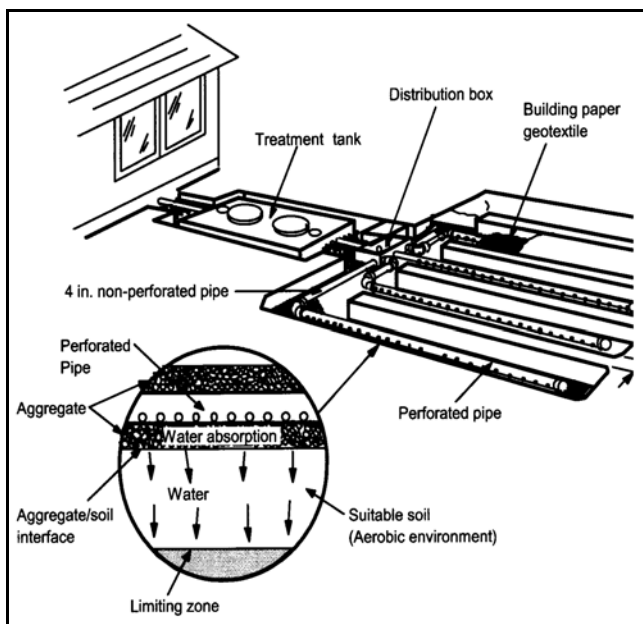
No specific Township actions are identified for water supply; however, the *Natural Features, Land Suitability for Development and Development Concerns* section of this Plan includes actions for ground water protection.

Sewage Disposal

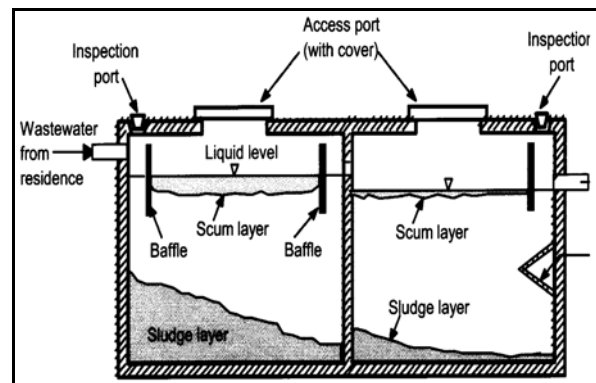
The disposal of wastewater must be addressed by all communities, but especially by a community that is experiencing growth and development in areas with . The volume of wastewater generated is directly related to a community's population and the extent and nature of commercial and residential development. In Porter Township, wastewater is comprised of sewage, that is, human wastes associated with residential, institutional and retail/service types of commercial development. Given the lack of industrial development in the Township, industrial wastewater disposal is not an issue.

Sewage disposal is one of the most critical factors affecting the future growth and development and quality of life of the Township. Department of Environmental Protection regulations allow for two basic types of sewage treatment and effluent disposal - soil based disposal of effluent including individual, subsurface disposal and spray irrigation; and the discharge of treated effluent to surface waters (i.e. lakes and streams). Solids, following treatment, are either applied to agricultural lands or are disposed of in an approved solid waste landfill.

Many soils in the Township have severe limitations for extensive use for land based sewage effluent disposal, both in terms of physical characteristics and the high cost of land if proposed for spray irrigation or large disposal beds. At the same time, surface water quality in the Township is excellent, and its protection is paramount to maintaining the area's rural character and quality of life. Finding a sensible solution within the bounds of current Department of Environmental Protection regulations and the reluctance to rely on a proliferation of treatment plants with stream discharges is a perplexing problem. It is clear that cost-effective and environmentally sound alternatives for sewage disposal must be identified by the scientific community and then must be legitimized by the Department of Environmental Protection via their regulatory process.



On-Lot Sewage System

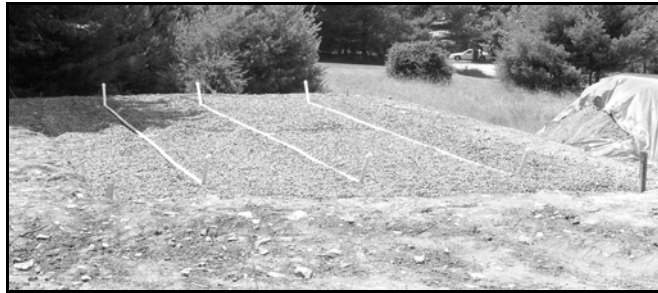


Typical 2-Compartment Septic Tank

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Sand Mound Under Construction



In addition to the need to identify land-based alternatives for sewage disposal to ensure protection of ground and surface water, is the need to improve existing or develop new institutional arrangements for the monitoring and possible operation of sewage disposal systems. Some communities have initiated municipally-operated on-site sewage disposal management programs, sewage treatment plant inspection and monitoring, and in some cases, municipal acquisition and operation of private sewage treatment plants. County and local municipal efforts should include imploring the Department of Environmental Protection to actively investigate the use of alternative sewage disposal methods to meet the needs of rural municipalities and other unique areas of the state.

The sewage disposal information reported by the 1999 Township Comprehensive Plan also remains valid: *Sewage disposal in Porter Township is provided exclusively by individual on-site, sub-surface systems, there being no sewage treatment plants serving the Township. All 482 cabins on state-leased land are served by holding tanks which are periodically pumped with the septage disposed of at approved treatment facilities. Given the soil conditions in the Township, most newly constructed on-site disposal systems are elevated sand mounds, which are constructed with state approved sand/soil placed on top of the natural soil surface. State environmental regulations governing sewage disposal systems were initiated in 1968 with the passage of the Sewage Facilities Act. All of the systems installed since that time should be in compliance with state requirements. The 1990 Census reported that less than 275 of the 870 housing units in the Township were constructed prior to 1970, and assuming the state-leased cabins are included in this figure, there are relatively few dwellings with pre-state standards sewage disposal systems. Nevertheless, careful sewage planning and system construction and maintenance are critical to protecting surface and groundwater quality.*

Sewage Disposal Actions

The Township will:

- Continue to monitor the functioning of existing on-lot sewage disposal systems and order corrections when malfunctions occur.
- Continue to ensure that all new on-lot systems meet DEP regulations.
- Consider an on-lot sewage system management program, particularly in areas where malfunctions are occurring or are likely to occur (e.g., poor soils, concentrated numbers of small residential lots).
- Encourage DEP to actively investigate the use of alternative sewage disposal methods to meet the needs of municipalities in high quality and exceptional value watersheds.

Public Libraries

Libraries play an important role in the community by making information available to all residents. Libraries supplement school libraries for students, provide life-long learning opportunities for adults, and offer special services such as interlibrary loan,

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books by mail and children's reading programs, and in more recent years, Internet access. Local municipalities can contribute to public libraries, however this *Plan* makes no specific recommendations.

The Pike County Library, with its main branch and administrative offices located in Milford, serves as the state designated library for the County. The Library also operates branches in Dingman Township and Lackawaxen Township, and has long range plans for a branch in Lehman Township and a branch in Palmyra Township to broaden service throughout the County. Township residents are also served by the Hawley Library, and residents of Hemlock Farms can use the Hemlock Farms Community Association Library.

Community Facilities in Private Communities



Hemlock Farms Community Clubhouse

Many residents of Porter Township have chosen to live in private communities where the facilities and services within the community are available only to residents, and in many cases, access by the general public is restricted. Unlike many other areas of the Commonwealth, such private communities are the norm in Pike County and all of the Poconos. The type and level of facilities and services vary depending on the size of the community, but range from roads, to clubhouses, to swimming pools.

Hemlock Farms is a good example where its home and lot owners support a wide range of facilities and services including, among others, a full-service paid management staff, administrative offices, a clubhouse, recreation facilities and programs, a mail room linked to the United States Postal Service, a library, and two churches.

Community Facilities for New Development

A critical concern for any community is the provision of adequate facilities for new development. The Pennsylvania Municipalities Planning Code establishes the authority for local governments to require developers to provide adequate community facilities for their particular project. Via the subdivision and land development ordinance, roads, central water supply, central sewage disposal, storm water control and other facilities, must either be installed or be financially guaranteed prior to the sale of any lots in the development. It is critical that the Township carefully enforce the subdivision and land development ordinance, and continue to update it to ensure that roads, drainage and other community facilities are installed to standards which will result in quality, durable facilities.

Community Facility and Service Priorities

A common theme in this *Comprehensive Plan* is the need for local municipalities to set priorities for the use of resources in meeting community needs and resident expectations. Concurrently, immediate community needs and resident expectations must be balanced with local officials' long term view of the future of the community and the costs of action or non-action in providing or postponing facilities and services. Based on this tenet, the Township will focus local municipal resources on those facilities and services traditionally provided by small municipalities and those important to residents.

Road maintenance now accounts for much of the municipal budget and this will continue to be a primary role of the Township. The Township will also work with the volunteer organizations to maintain and improve emergency services, and will explore regional solutions for police service when the need dictates and financial resources

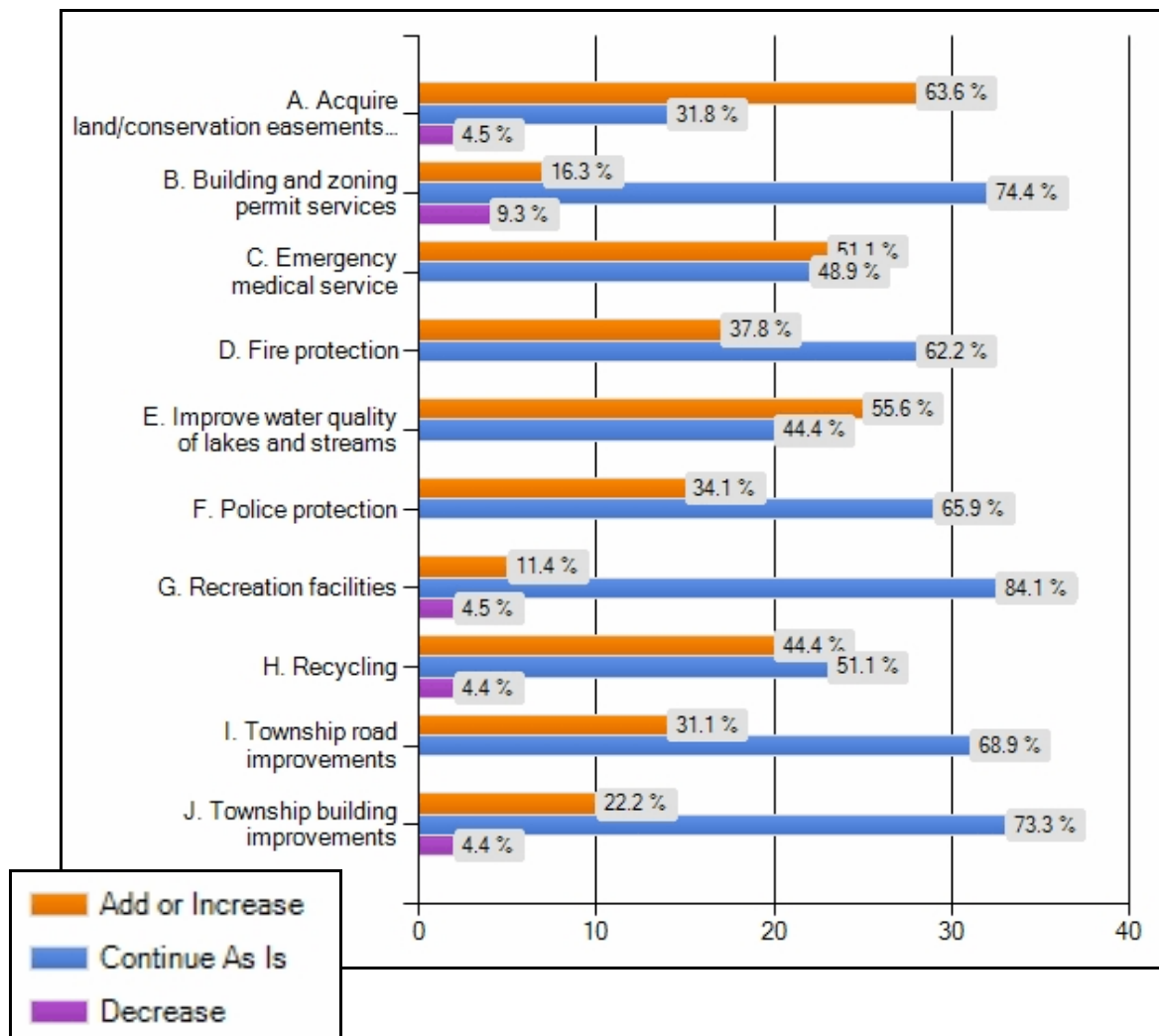
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	Add or Increase	Continue As Is	Decrease
A. Acquire land/conservation easements for open space	63.6% (28)	31.8% (14)	4.5% (2)
B. Building and zoning permit services	16.3% (7)	74.4% (32)	9.3% (4)
C. Emergency medical service	51.1% (23)	48.9% (22)	0.0% (0)
D. Fire protection	37.8% (17)	62.2% (28)	0.0% (0)
E. Improve water quality of lakes and streams	55.6% (25)	44.4% (20)	0.0% (0)
F. Police protection	34.1% (15)	65.9% (29)	0.0% (0)
G. Recreation facilities	11.4% (5)	84.1% (37)	4.5% (2)
H. Recycling	44.4% (20)	51.1% (23)	4.4% (2)
I. Township road improvements	31.1% (14)	68.9% (31)	0.0% (0)
J. Township building improvements	22.2% (10)	73.3% (33)	4.4% (2)

permit. The Township will also explore ways to cooperate with the County, other municipalities and government agencies to:

- manage growth and development in the area as the best means for minimizing community impacts
- conserve open space
- maintain stream, lake and groundwater quality
- plan for the use of municipal resources
- maintain a quality lifestyle.

Survey Respondents: Spending Township tax money.



DRAFT**Capital Improvements Program**

Along with land use control ordinances, a formal capital improvements program (CIP) is a primary tool for the implementation of a comprehensive plan. Although not legally binding, the CIP includes and establishes a time frame for the long-term capital expenditures planned by a municipality. A capital expenditure may be defined as an outlay of municipal funds to purchase, improve or construct a piece of equipment or a facility that is expected to provide service over a long period of time. Typically, a capital expenditure is relatively large when compared to normal operating expenditures included in the budget. Examples include the construction of, or major improvements, to buildings, land acquisition, recreation facilities, highway improvements, and vehicle purchases. In short, the CIP is a budgeting device to guide the allocation of non-operating funds, and to avoid the unexpected mid-year expenditure of large sums.

Informal v. Formal

Many local officials think in terms of a capital improvements program in the more informal terms of simply setting aside funds for anticipated large expenditures. Township Supervisors know what they need, how much it costs, and if the municipality can afford it. While this is certainly one technique in planning for community facilities and services, a more formal approach with an adopted, written CIP has certain advantages. *The Practice of Local Government Planning*, published by the International City Management Association, identifies the following benefits of an effective CIP:

- Ensures that plans for community facilities are accomplished.
- Provides an adopted plan that continues even if local officials change.
- Allows improvement proposals to be evaluated against established policies and the comprehensive plan.
- Enables the scheduling of improvements requiring more than one year to construct.
- Provides the opportunity for the purchase of needed land before costs increase.
- Encourages long range financial planning and management.
- Provides for sensible scheduling of improvements.
- Offers the opportunity for public participation in decision making.
- Leads to improved overall municipal management.

Prioritization of Municipal Needs

In developing a CIP a municipality must prioritize its capital needs based on planning findings, and the CIP establishes commitment for public investment in accord with the specific goals and objectives included in the comprehensive plan. *The Practice of Local Government Planning* suggests one method is for a community to divide its needs into three categories: essential, desirable and deferrable. In prioritizing needs, municipal officials must also consider the revenue side of the equation. Needed capital expenditure can only be made by identifying anticipated revenues in terms of other operating expenditures. In other words, the costs of scheduled capital expenditures must be evaluated in terms of acquiring the necessary revenue to fund the improvements. In any case, the CIP is, by necessity, an on-going process which must be reevaluated annually, with a planning period of six years being typical.

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SAMPLE FUND PROJECTION AND CAPITAL BUDGET						
GENERAL FUND PROJECTION	YEAR					
	2009	2010	2011	2012	2013	2014
Projected general fund revenue	\$200,000	\$210,000	\$225,000	\$250,000	\$260,000	\$275,000
Projected general fund expenditures	\$160,000	\$168,000	\$175,000	\$205,000	\$215,000	\$250,000
Projected Net Funds Available	\$40,000	\$42,000	\$50,000	\$45,000	\$45,000	\$25,000
CAPITAL BUDGET						
Township Park - land acquisition, engineering, construction, and debt service. \$300,000 over 20 years beginning in 2006	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Road Improvement - right-of-way acquisition, engineering, construction, and debt service. \$200,000 over 10 years beginning in 2008.	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000
Total New Capital Expenditures	\$0	\$15,000	\$15,000	\$35,000	\$35,000	\$35,000
Net New Financing Required* Equals Total New Capital Expenditures Minus Projected Net Funds Available	(\$40,000)	(\$27,000)	(\$35,000)	(\$10,000)	(\$10,000)	\$10,000
* Parentheses indicate available funds exceed new capital expenditures.						

A variety of CIP techniques are available and the process can be very complex in larger municipalities. A more simplified approach is certainly more appropriate for Porter Township where capital needs are more manageable. A sample is provided in the *Sample Fund Projection and Capital Budget* on the previous page. In any case, the costs of operation and maintenance of new facilities and equipment must also be considered for inclusion in annual budgets. The principal anticipated direct capital expenditures for the Township identified by this *Plan* are outlined below in terms of essential, desirable, and deferrable to provide the foundation for formal capital improvements programming.

PORTER TOWNSHIP NEEDS
EQUIPMENT, BUILDINGS AND OTHER FACILITIES
<p>Essential</p> <ul style="list-style-type: none"> • road paving as needed <p>Desirable</p> <ul style="list-style-type: none"> • none <p>Deferrable</p> <ul style="list-style-type: none"> • Township land and building • Fire company substation