

Steering Committee Meeting #9

Cornwall-Lebanon Regional Comprehensive Plan

Summary

Thursday, October 6, 2011

6pm at the North Lebanon Township Municipal Building

Steering Committee Attendees

Planned Absence				
Robert (Rob) Koehler	Councilman, Cornwall Borough	✓	Curtis (Curt) Kulp	Manager, South Lebanon Twp
✓ Joe Lescisko	Planning Commission And Zoning, Cornwall Borough		Planned Absence David Eggert	Supervisor, South Lebanon Twp
✓ Robert Simmermon	Planning Commission And Zoning, Cornwall Borough	✓	Jonathan (Jon) Beers	Planning Commission Chairman, South Lebanon Twp
✓ Robin Getz	Manager, North Cornwall Twp	✓	Frank Dombrowski	Supervisor, West Cornwall Twp
✓ Kip Kelly	Supervisor, North Cornwall Twp			Planning Commission, West Cornwall Twp
Robert (Bob) Gearhart	Planning Commission Member, North Cornwall Twp	✓	Jeff Steckbeck	Municipal Engineer, Cornwall Borough, West Cornwall Twp
✓ Cheri Grumbine	Manager, North Lebanon Twp	✓	Bob Sentz	Lebanon County Planning
✓ Dawn Hawkins	Former Supervisor, North Lebanon Twp		Julie Cheney	Lebanon County Planning
✓ Charles (Chuck) Allwein	Planning Commission Member, North Lebanon Twp	✓	Kurt Phillips	Cedar Crest School District

Consultants

✓ Michelle Brummer	Gannett Fleming			
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Public Attendees

✓ Sheila Wartluft	North Lebanon Twp Asst Mgr	✓	Marla Pitt	Mt. Gretna
✓ Earl Roberts	North Lebanon Twp resident	✓	Pam Bishop	West Cornwall (Mt. Gretna)
		✓	Douglas Lorenzen	West Cornwall (Mt. Gretna)

1. Welcome and Sign-In

Michelle Brummer welcomed Steering Committee members and public attendees to the meeting. She stated that the Committee would return to the land use and transportation elements in the draft plan. This meeting would focus on the inventory/comparison of and opportunities for community services.

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2. Public Services

Prior to the meeting, Michelle distributed a Public Service Comparison handout to the Steering Committee members. This document reported the results of the municipal managers' survey of public services for 9 public service areas:

1. Road Maintenance / Public Works
2. Police
3. Fire Protection
4. Emergency Medical Service
5. Solid Waste, Recycling and Composting
6. Planning and Development
7. Community Parks, Recreation and Events
8. Library Contributions
9. MS4 Stormwater Program Compliance

Revisions and additions to the document are anticipated, since many of the questions were framed for open-ended response. Managers brought additions/revisions in hard copy for Michelle and discussed them as the Committee reviewed the document. Notable points of discussion per each topic included:

Road Maintenance / Public Works

- Separate listing of crew and equipment for line painting, street sweeping as arrangements for labor and equipment by the municipal departments and contracts varied
- United Way day of Caring and local sponsors also perform roadside litter pick-up

Police

- North Lebanon police enforce local law
- Community alert system (email alerts about local crime/threats) and resident workshops (home safety/security, community policing topics) and their potential for multi-municipal expansion

Fire Protection

- List Fire Police under Police section
- Other municipal services in support of volunteer fire departments
 - purchase and maintenance of CO₂ meters
 - Hepatitis B vaccinations

Solid Waste, Recycling and Composting

- Green waste is collected from municipal yards but provides no compensation/revenue
- Leaf collection occurs multiple times throughout the fall season

Planning and Development

- Services provided by the Lebanon County Planning Department
 - Contract services for ordinance administration
 - Planning agency review of municipal planning documents and all land development plans

The Public Services Comparison also reported on the use of capital improvements programs, grants, and special taxes.

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- Amusement tax – 5% on ticket sales, adopted but not yet in use in Cornwall Borough
- Street Light tax – in NLT, SLT, and WCT for specific areas served by street lights

Based on the preliminary public service comparison, Michelle presented a table of opportunities for multi-municipal public service cooperation which could result in cost savings. In each service area, suggestions were listed for cooperative operations (supplies, contracts), equipment (purchase, maintenance, use), and staff, as well as changes in service that could result in further consistency or efficiency in public services across the region. She stated that the plan could include the full list and focus on advancing a few of these opportunities. Points of discussion included:

Road Maintenance / Public Works

- Use of state contracts and COSTARS for vehicle, fuel, asphalt, and other purchases; not all state contracts are available to municipalities

Police

- State contracts available for vehicle purchases
- Previous studies (varied municipal participation) have found police regionalization infeasible due to costs associated with settling existing contracts, 3-year regionalization commitment, and concern for loss of service
- Municipalities remain interested as police service is the highest percentage of municipal budgets
- Conditions change over time making regionalization of service feasible at some points in time and not in others; this should not be considered failure
- PA DCED provides assistance to communities considering shared police services
- Tips from PA DCED on success/failure factors would be good to include in the plan
 - Do comparable community development patterns and crime rates make service quality equitable?
 - Can police posts be adapted to high incident areas successfully?
 - How can the public be educated to support cost savings for same level of service?
- A discussion with PA DCED and one elected official, municipal manager, and police chief/officer would be a next step in exploring this.

Administrative Services were not requested in the municipal managers' survey, however the Committee felt sharing information about contracted engineers, solicitors, insurance brokers, and office paper purchase could lead to other cost sharing or specialization efficiencies. Information will be requested of the municipal managers and reported.

3. Other Plan Elements

Michelle stated that there are three plan elements that have not been addressed. She asked for the Committee's input on specific issues or concerns for these topics:

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- Housing – no issues; consider if Ray Bender and/Brian Hoffman should be consulted before or during a Committee discussion
- Economic Development – this is an area of interest given the large commuting population; the Chamber and the EDC could be invited to a discussion
- Natural and Historic Resources – no comment

4. Public Comment – None

5. Next Meetings – tentative schedule; all meetings at South Lebanon Township at 6pm

- November 3 – Economic Development and Tourism
- December 1
- TBD – Review full set of recommendations
- TBD – Public Milestone Meeting #2
- TBD – Review Draft Plan