

**LATIMORE TOWNSHIP  
BOARD OF SUPERVISORS**

559 Old US Route 15, York Springs, PA 17372

717-528-4614; Fax 717-528-8281

Reorganization Meeting and Regular Meeting 6:00 P.M.

January 3, 2012

Present: Chairman Daniel “Dan” Worley, Vice-Chairman Larry Dost, Supervisor Woody Myers, Solicitor Guy Beneventano and Secretary Valena Garlin. Township Engineer John Shambaugh was absent. There were no visitors.

Chairman Worley called the meeting to order at 6:00 P.M. and led everyone present in the Pledge of Allegiance to the Flag.

Dan moved to elect a Temporary Chairman and Secretary. Woody Myers made a motion, seconded by Larry Dost, to elect Dan Worley as Temporary Chairman. All agreed and the motion carried. Woody then made a motion, seconded by Dan, to elect Valena Garlin as Temporary Secretary. The motion carried unanimously.

The next order of business was the Election of Officers. Larry made a motion, seconded by Woody, to elect Dan Worley as Chairman. All agreed and the motion carried. Woody made a motion, seconded by Dan, to elect Larry Dost as Vice-Chairman. The motion carried unanimously.

**PUBLIC COMMENT REORGANIZATION MEETING ONLY (1)**

There were no visitors.

**APPOINTMENTS, FEE SCHEDULE, MEETING DATES and TIMES**

Chairman Worley noted everything is about the same except for a few meeting date changes. Also, the Township is operating ‘in the black’ regarding the budget; i.e. the Township is under budget, indicating proper expenditure of funds. He then read the list of Appointments.

**Appointments:**

- a. Secretary – Valena Garlin, \$14.36/hr.; Bond \$25,000
- b. Treasurer – Roxanne Pace, \$14.98/hr.; Bond \$550,000
- c. Assistant Secretary/Treasurer & Records Officer – Linda Hansen, \$14.98/hr.; Bond \$25,000
- d. Township and Planning Commission Solicitor – Guy Beneventano
- e. Zoning Hearing Board Solicitor – Richard P. Mislitsky
- f. Outside Audit Firm – Hamilton & Musser, PC
- g. Part-time Working Supervisors – Woody Myers, Daniel T. Worley and Larry Dost, as needed
- h. Police Chief – Michael E. Weigand, \$45,619.00 Annual Salary
- i. Part-time Police Officers – Todd Dunlap, Burnell Bevenhour, James Finnegan, Todd Forney, Ralph Griffiths, John Schreiner, Seth Weikert - \$17.06/hr.
- j. Part-time Laborers, as needed - \$12.47/hr.; with CDL license - \$13.27/hr.
- k. Road Crew Contact Person – Woody Myers

- l. Planning Commission (4-year term) – John Lerew
- m. Depositor – PLGIT
- n. Engineer – John Shambaugh
- o. Bridge Engineer – John Shambaugh
- p. Sewage Enforcement Officer – John Shambaugh
- q. Alternate Sewage Enforcement Officer – Gary Morrow
- r. Zoning/Code Enforcement Officer – John Shambaugh
- s. Building Code Official and Inspector – Land & Sea Inspectors LLC, Wilbur Slothour, Proprietor
- t. Representative to York Adams Tax Bureau (YATB) and Tax Collection Committee – Lawrence Dost, Alternate Daniel T. Worley
- u. U.S. 15 Corridor Study Representative – Lawrence Dost
- v. Tax Collector Commission – 1.8%
- w. Vacancy Board Chairperson – Sam Giardullo
- x. Earned Income Tax Collector – York Adams Tax Bureau
- y. Delinquent Tax Collector – J.P. Harris
- z. Benefits, Holiday Pay, etc. as listed in Personnel Manual as amended
- aa. EMA Director and Assistant – Dave Reeve, Robert Garlin
- bb. Adopt all related fees and salaries

Chairman Worley then read the proposed Fee Schedule.

**Fee Schedule:**

- a. Zoning Permit - \$30.00
- b. Driveway Permit - \$25.00 for single use
- c. Transient Business Permit - \$50.00 per month; fee may be waived for non-profit organizations.
- d. Zoning Board Hearing fee - \$500.00
- e. Subdivision fees:
  - 1. Application - \$300.00 per Plan
  - 2. \$25.00 per Lot
  - 3. \$60.00 per Planning Module Review
  - 4. \$50.00 Meeting Charge per Plan
  - 5. \$500.00 per Lot Recreation Fee
  - 6. Charges for Township Engineer Review of Plan and Comments - based on Engineer's rate per hour
- f. Land Development fees - \$500.00 per Plan
- g. Comprehensive Plan - \$15.00
- h. Zoning Ordinance - \$25.00
- i. Subdivision and Land Development Ordinance - \$20.00
- j. Request for Copies - \$0.25 per page
- k. Zoning Map - \$3.00/Small; \$6.00/Large
- l. Fax Copy - \$0.50 per page
- m. Copy per Disk - \$1.00 plus mailing/postage costs
- n. "True and Correct Certification" – an additional charge of \$2.00

Chairman Worley made a motion, seconded by Woody Myers, to approve all Appointments and the Fee Schedule. All agreed and the motion carried.

Dan then read the Meeting Dates and Times.

**Meeting Dates and Times**

- a. Board of Supervisors – 2<sup>nd</sup> Monday of each month, 6:00 P.M.
- b. Park Board – 1<sup>st</sup> Wednesday of each month as needed, 7:00 P.M. January – March and October – December meetings will be at the Township Building; April – September meetings will be at the Township Park.
- c. Planning Commission – 4<sup>th</sup> Tuesday of each month as needed, 8:00 P.M.
- d. Crime Watch Meeting – 4<sup>th</sup> Thursday of each month, 7:00 P.M. except November 15 and December 20, 2012 at the Latimore Township Building
- e. Approval of mileage allowance at \$0.555 per mile.
- f. Zoning Hearing Board will meet as needed.

Dan made a motion, seconded by Larry, to approve the Meeting Dates and Times. The motion carried by unanimous vote.

**PUBLIC COMMENT REORGANIZATION MEETING ONLY (2)**

There were no visitors.

**END of REORGANIZATION MEETING; CONTINUE with REGULAR MEETING**

Chairman Worley concluded the Reorganization Meeting and announced the beginning of the Regular Meeting.

Chairman Worley made a motion 1) to approve the Minutes from the December 12, 2011 Regular Meeting, 2) to approve the Treasurer's Report of December 31, 2011 and 3) to ratify all checks written through December 31, 2011. The motion was seconded by Woody and carried unanimously.

**PUBLIC COMMENT (1)** in reference to agenda items only.

None; there were no visitors.

**POLICE REPORT**

**Chief Michael Weigand** submitted the following report:

For the period December 12 – December 31, 2011 there were 2,694 miles patrolled, 218 man-hours logged and 121 calls for service.

Chief Weigand submitted his annual report for 2011 including comparisons for the last four (4) years.. He noted there were three (3) calls less in 2011 than in 2010; however, the calls were more serious in nature. A copy of the report is available for review at the Township Building.

Sgt. Griffiths and Chief Weigand have been reappointed as Deputy Marshalls for a 2-year term and plan to continue their participation as in the past.

Also, the contract with Bermudian Springs School District ends January 17, 2012.

Dan thanked Chief Weigand and noted the discontinuance of the school contract is necessary in order for the Police Department to devote more time to the Township.

Addendum: During Public Comment at the end of the Regular Meeting, Chief Weigand added an additional item to his report. He had received a call today from Mary Bowers, 911 Center, requesting that he and Chief Halpin meet with the new County Commissioners regarding the updated radio system. During the December 2011 meeting with the former Commissioners, Chief Wegand's comments about radio reception issues were quoted in the newspaper. Ms. Bowers respectfully requested the two Chiefs review those issues and concerns with the new Commissioners at a meeting scheduled for January 12, 2012. Chairman Worley thanked Chief Weigand for the information and notification.

### **COMMITTEE REPORTS**

**Engineer's Report:** No report.

**Road Report:** Woody reported all is normal and ready for snow. The Road Crew is working as needed on cold patching, weather permitting, plus signage and markers for snow.

**Park Report:** Woody reported all is well with the Park at this time. The surveillance cameras are in operation and the lights are fixed.

### **SOLICITOR'S REPORT – Guy Beneventano**

No report.

**PLANNING COMMISSION:** subdivisions/modules/land developments

Fees must be paid prior to Board of Supervisors' signatures.

All subdivisions need underground utilities.

No business

### **OLD BUSINESS**

None

### **NEW BUSINESS**

**Acknowledge reappointment of Mr. Greg Carpenter to serve on the Lake Meade Municipal Association (LMMA) Board of Directors for another five-year term:** Dan made a motion to acknowledge Mr. Carpenter's five-year reappointment to the LMMA Board of Directors. Woody seconded and the motion carried by unanimous vote.

### **BILLS LIST**

After careful review, Larry made a motion to accept the Bills List as submitted. Dan seconded and the motion carried unanimously.

### **PUBLIC COMMENT (2)**

There were no visitors.

### **SUPERVISORS' COMMENTS**

For the record, Dan expressed his appreciation to the residents of Latimore Township for re-electing him to another six-year term as Township Supervisor.

**EXECUTIVE SESSION FOLLOWING ADJOURNMENT**

Dan noted there had been an Executive Session prior to the meeting and will also be a brief Session after the meeting.

**ADJOURNMENT**

Chairman Worley made a motion, seconded by Larry, to adjourn with a brief **Executive Session** following the meeting. The motion carried unanimously and the meeting adjourned at 6:15 P.M.

The next Regular Meeting is Monday, February 13, 2011 at 6:00 P.M.