

**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 7, 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. Larry then made a motion, seconded by Woody, 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. Dan made a motion, seconded by Woody, to elect Larry Dost as Vice-Chairman. The motion carried unanimously.

PUBLIC COMMENT REORGANIZATION MEETING ONLY (1)

None

APPOINTMENTS, FEE SCHEDULE, MEETING DATES and TIMES

Chairman Worley 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 as needed – Woody Myers, Daniel T. Worley and Larry Dost
- 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, 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) – Dale Zulli
- 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
- cc. Zoning Hearing Board (3-year term) – Michael Mchugh
- dd. Agriculture Security Area Board (5-year term) – Lawrence E. Dost, John Hinkle II, Richard Lee, Joe Lerew
- ee. Park Board (5-year term) – Casey Coble

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

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 Larry Dost, to approve 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 – 2nd Monday of each month, 6:00 P.M.
- b. Park Board – 1st Wednesday of every other month as needed
- c. Planning Commission – 4th Tuesday of each month as needed, 8:00 P.M.
- d. Crime Watch Meeting – 4th Thursday of each month, 7:30 P.M. at the Latimore Township Building
- e. Approval of mileage allowance at \$0.565 per mile
- f. Zoning Hearing Board - meet as needed

Chief Mike Weigand corrected the Crime Watch Meeting time to 7:30 P.M., as noted. Dan acknowledged the change then made a motion to approve the Meeting Dates and Times. Woody seconded and 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 10, 2012 Regular Meeting, 2) to approve the Treasurer's Report of December 31, 2012 and 3) to ratify all checks written through December 31, 2012. The motion was seconded by Larry 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 9 – December 31, 2012 there were 156 calls for service 3,191 miles patrolled and 247 man-hours logged. There were a total of 58 traffic citations, 22 warnings and one (1) non-traffic citation. The Department participated in one (1) D.U.I. patrol and one (1) U.S. Marshal detail.

The next Crime Watch Meeting is scheduled for Thursday, January 24, 2013 at 7:30 P.M. in the Latimore Township Building.

Chief Weigand submitted the Annual Police Report for 2012 and noted a few comparisons to 2011 statistics. A copy of the report is available for review at the Township Building.

Chief Weigand reiterated from the December 2012 regular meeting the acquisition of two (2) new computers from Adams County Control. He reported the two (2) old computers have been reprogrammed for the CAT system @ \$120.00/month for two (2) air cards. He then reported that Myers Garage has offered an additional air card for the same price of \$120.00/month; however, the contract would require revision to lower the price per card. Chief Weigand respectfully requested approval to make the necessary contract adjustments for acquisition of a third card at the same total price. Dan made a motion to approve the request. Woody seconded, all agreed and the motion carried.

Chief Weigand presented a tentative proposed schedule for 2013 charitable events with the motorcycle detail. Dan made a motion, seconded by Woody, to approve the proposed schedule. The motion carried by unanimous vote.

Woody corrected the Crime Watch Meeting time on the report to 7:30 P.M. as noted by Chief Weigand during the Reorganization Meeting, Meeting Dates and Times.

COMMITTEE REPORTS

Engineer's Report: No report

Road Report: Woody reported the Road Crew had taken care of the snow. He also reported three (3) loads of salt are in, the equipment is in good shape and the Road Crew is ready for winter.

Park Report: Woody reported all is well with the Park at this time. People are utilizing the walking path and porta-potties.

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

None

BILLS LIST

After careful review, Larry recommended approval of the Bills List as submitted. Woody seconded and the motion carried unanimously.

PUBLIC COMMENT (2)

None

SUPERVISORS' COMMENTS

For the record, Dan said the Board of Supervisors will want to stay current with the new zoning ordinance noting clarification in interpretation may be required. He recommended the Board meet with Solicitor Beneventano to identify areas requiring clarification so that conformity with the rules and regulations is easier for township residents.

EXECUTIVE SESSION FOLLOWING ADJOURNMENT

Dan noted there will be a brief Executive Session following adjournment.

ADJOURNMENT

Chairman Worley made a motion, seconded by Woody, to adjourn. The motion carried unanimously and the meeting adjourned at 6:20 P.M.

The next Regular Meeting is Monday, February 11, 2013 at 6:00 P.M.