

**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 6, 2014

Present: Chairman 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.

Lary Dost made a motion, seconded by Woody Myers, to elect Dan Worley as Temporary Chairman. All agreed and the motion carried. Dan then made a motion, seconded by Larry, 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)

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, James Finnegan, Todd Forney, Ralph Griffiths, and Joseph Craven - \$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) – Richard Lee
- 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) – Steve Gotwalls
- dd. Agriculture Security Area Board (5-year term) – No appointments
- ee. Park Board (5-year term) – No appointments

Chairman Worley made a motion, seconded by Larry Dost, 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. Storm Water Management Ordinance - \$20.00
- j. Subdivision and Land Development Ordinance - \$20.00
- k. Request for Copies - \$.25 per page
- l. Zoning Map - \$3.00/Small; \$6.00/Large
- m. Fax copy - \$.50 per page

- n. Copy per Disk - \$1.00 plus mailing/postage costs
- o. True and Correct Certification – an additional charge of \$2.00

Chairman Worley made a motion, seconded by Woody Myers, 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, 7:00 P.M. as posted at the Latimore Township Building, National Night Out – Tuesday, August 5, 2014 at 6:00 PM
- e. Approval of mileage allowance at \$0.56 per mile
- f. Zoning Hearing Board - meet as needed

Dan made a motion seconded by Larry to approve all meeting dates. Motion carried by unanimous vote.

PUBLIC COMMENT REORGANIZATION MEETING ONLY (2)

None

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 9, 2013 Meeting, 2) to approve the Treasurer's Report of December 31, 2013 and 3) approval of checks paid through December 31, 2013. 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 9 – December 31, 2013 there were 126 calls for service, 2570 miles patrolled and 259 man-hours logged. There were a total of 11 traffic citations, 3 warnings and 1 non-traffic citation. The Department participated in one (1) U.S. Marshal detail.

The end of the year police report for the period January 1 2013 through December 31, 2013 submitted by Chief Weigand: 2,299 total calls, 3,822 man hours, 52,925 miles patrolled, 750 citations, 268 warnings, 12 non-traffic citations, 33 traffic grant details, 12 DUI enforcement details, 32 US Marshall details, 10 crime watch meetings

Dan Worley made a motion seconded by Woody Myers to approve Chief Weigand's request for the police department to participate in charity and special events in 2014 as scheduled by the Chief of Police. Motion carried by unanimous vote.

COMMITTEE REPORTS

Engineer's Report: No report

Road Report: Woody reported the road crew is doing the best they can with the equipment they have. They do not have a shed to put the trucks in. This winter has been the worst in the past 10 years. Dan stated there have not been that many people complaining about the roads. Most of the people have been telling the road crew they are doing a good job.

Park Report: Woody stated there is nothing to report.

SOLICITOR'S REPORT – Solicitor Guy Beneventano stated he will have to check with Engineer John Shambaugh to see if the work has been done by Wolf Industrial Auction. John will have to see if the work has been done. If it has not been done, the letter of credit will have to be renewed. Dan Worley made a motion seconded by Woody Myers to have John Shambaugh check if the work has been done, if not the letter of credit must be extended beyond February 28, 2014. Motion carried by unanimous vote.

BILLS LIST

Larry Dost recommended approval of the Bills List as submitted. Woody Myers seconded and the motion carried unanimously.

PUBLIC COMMENT (2)

None

SUPERVISORS' COMMENTS

None

ADJOURNMENT

Chairman Worley made a motion, seconded by Woody, to adjourn. The motion carried unanimously and the meeting adjourned at 6:18 P.M.

The next Regular Meeting is Monday, February 10, 2014 at 6:00 P.M.