

**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 5:50 P.M.

January 5, 2015

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

Chairman Worley called the re-organization meeting to order at 5:50 P.M. and led everyone present in the Pledge of Allegiance to the Flag.

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

PUBLIC COMMENT REORGANIZATION MEETING ONLY (1)

None

APPOINTMENTS, FEE SCHEDULE, MEETING DATES and TIMES

Chairman Worley read the list of Appointments.

Appointments:

- a. Secretary – part time – Valena Garlin, \$14.79/hr.; Bond \$25,000
- b. Treasurer- part time – Roxanne Pace, \$15.43/hr.; Bond \$550,000
- c. Assistant Secretary/Treasurer & Records Officer- part time – Linda Hansen, \$15.43/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 – full time – Michael E. Weigand, \$46,987.65 Annual Salary
- i. Part-time Police Officers – Todd Dunlap, James Finnegan, Todd Forney, Ralph Griffiths, and Joseph Craven - \$17.57/hr.
- j. Part-time Laborers as needed - \$12.84/hr.; with CDL license - \$13.67/hr.
- k. Road Crew Contact Person – Woody Myers
- l. Planning Commission (4-year term) – Melissa Shambaugh
- 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 Services 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) – Jim Gragg
- dd. Agriculture Security Area Board (5-year term) – No appointments
- ee. Park Board (5-year term) – Robert Garlin
- ff. Lake Mead Municipal Authority (5 year term) – Warren Beck
- gg. International Building Code Appeal Board – Woody Myers, Lawrence Dost, Sam Giardullo, Mike McHugh, Daniel T. Worley

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. 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 at 7:00 P.M.
- 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 meeting room, National Night Out – Tuesday, August 4, 2015 at 6:00 PM
- e. Approval of mileage allowance at \$0.575 per mile
- f. Zoning Hearing Board - meet as needed

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

PUBLIC COMMENT REORGANIZATION MEETING ONLY (2)

None

END of REORGANIZATION MEETING

REGULAR MEETING

Chairman Worley called the Regular meeting to order at 6:00 P.M.

Chairman Worley made a motion 1) to approve the Minutes from the December 8, 2014 Meeting, 2) to approve the Treasurer's Report of December 31, 2014 and 3) approval of checks paid through December 31, 2014. The motion was seconded by Woody Myers 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, 2014 there were 131 calls for service, 2612 miles patrolled and 242.5 man-hours logged. There were a total of 20 traffic citations, 35 warnings, 1 criminal arrest, 1 DUI arrest. The Department participated in 1 DUI patrol and 2 U.S. Marshal details

The end of the year police report for the period January 1, 2014 through December 31, 2014 was submitted by Chief Weigand: 2355 total calls, 4001 man hours, 43,011 miles patrolled, 465 traffic citations, 210 traffic warnings, 12 criminal arrests, 27 traffic grant details, 13 DUI enforcement details, 36 US Marshall details, and 6 crime watch meeting.

ENGINEER'S REPORT: No report

COMMITTEE REPORTS

Road Report: Woody reported everything is under control with the roads and the road crew is ready for snow.

Park Report: Woody stated there is no activity by the soccer club at this point, but the park is open for people to walk.

SOLICITOR'S REPORT : No report because the solicitor is not able to be here due to a death in the family. The township gives their condolences

NEW BUSNIESS:

Dan stated a PIRMA insurance contract needs to be ratified and approved. Woody seconded the motion and motion carried.

BILLS LIST

Woody Myers recommended approval of the Bills List as submitted. Dan Worley seconded and the motion carried.

PUBLIC COMMENT (2)

None

SUPERVISORS' COMMENTS

None

ADJOURNMENT

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

The next Regular Meeting is Monday, February 9, 2015 at 6:00 P.M.