

**LATIMORE TOWNSHIP  
BOARD OF SUPERVISORS**

559 Old US Route 15, York Springs, PA 17372

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

Reorganization and Regular Meeting

January 4, 2016; 5:50 PM

**Present:** Chairman Daniel Worley, Vice-Chairman Larry Dost, Supervisor Woody Myers, Secretary Megan Colby, Solicitor Guy Beneventano, Chief Michael Weigand, and visitors listed on attendance sheet.

Chairman Daniel Worley called the reorganization meeting to order at 5:50 PM and led everyone present in the Pledge of Allegiance to the flag.

Vice-Chairman Larry Dost made a motion to elect Daniel Worley as Temporary Chairman, and the motion was seconded by Woody Myers. Motion carried. Larry Dost then made a motion to elect Megan Colby as Temporary Secretary, and Woody Myers seconded. Motion carried.

Woody Myers nominated Daniel Worley as Chairman, and Larry Dost seconded. Dan Worley then nominated Larry Dost as Vice-Chairman, and Woody Myers seconded. Both motions carried.

**PUBLIC COMMENT – REORGANIZATION MEETING ONLY**

None

**APPOINTMENTS**

Dan Worley read the list of appointments.

- a. Secretary & Records Officer (part time) – Megan Colby; \$14.50/hr; bond \$25,000
- b. Treasurer (part time) – Roxane Pace; \$15.89/hr; bond \$800,000
- c. Substitute Secretary (as needed) – Karen Storm; \$14.50/hr
- 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, Lawrence E. Dost
- h. Police Chief (part time) – Michael E. Weigand; \$20.60/hr
- i. Police Officers (part time) – Joseph P. Craven, Todd H. Dunlap, James A. Finnegan, Todd E. Forney, Ralph M. Griffiths; \$18.09/hr
- j. Part-Time laborers as needed; \$13.23/hr; with CDL license \$14.08/hr
- k. Road crew contact person – Woody Myers
- l. Planning Commission 4 year term – appointments as needed
- m. Depositor – PLGIT
- n. Engineer – John Shambaugh, HRG
- o. Bridge Engineer – John Shambaugh, HRG

- p. Sewage Enforcement Officer – John Shambaugh, HRG
- q. Alternate SEO – Gary Morrow
- r. Zoning/Code Enforcement Officer – John Shambaugh, HRG
- s. Building Code Official and Inspector – Wilbur Slothour (Land and Sea)
- t. Representative to York Adams Tax Bureau (YATB) and Tax Collection Committee – Lawrence E. Dost, Alternate: Daniel T. Worley
- u. U.S.15 corridor Study Representative – Lawrence E. Dost
- v. Tax Collector Commission – 1.8%
- w. Vacancy Board Chairperson – Samuel 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 – David Reeve
- bb. Adopt all related fees and salaries – on file
- cc. Zoning Hearing Board 3 Year Term – appointments as needed
- dd. ASA Ag Security Board 5 Year Term – appointments as needed
- ee. Park Board 5 Year Term – appointments as needed
- ff. Lake Meade Municipal Authority: 5 year term – Warren Beck
- gg. International Building Code Appeal Board – Woody Myers, Lawrence E. Dost, Samuel Giardullo, Michael McHugh, Daniel T. Worley

Dan Worley made a motion to approve these appointments, and Woody Myers seconded. Motion carried.

### **APPROVAL OF FEE SCHEDULE**

Dan Worley read the items on the 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: Application \$300.00 per plan; \$25.00 per lot; \$60.00 per planning module review; \$50.00 for meeting per plan; \$500.00 per lot recreation fee; and charges for Township Engineer’s 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. Stormwater Management Ordinance – \$20.00
- j. Subdivision and Land Development Ordinance – \$20.00
- k. Request for copies – \$0.25 per page
- l. Zoning Map – Small \$3.00, Large \$6.00
- m. Fax copy – \$0.50 per page
- n. Copy per Disk – \$1.00 + mailing postage costs
- o. “True and Correct Certification” – an additional charge of \$2.00 will be added

Dan Worley made a motion to approve the fee schedule, and Woody Myers seconded. Motion carried.

**MEETING DATES AND TIMES**

Dan Worley read the list of meeting dates and times.

- a. Board of Supervisors – 2<sup>nd</sup> Monday of each month, 6:00 PM
- b. Park Board – as needed
- c. Planning Commission – 4<sup>th</sup> Tuesday of each month, as needed, 8:00 PM
- d. Crime Watch Meeting – as needed
- e. Approval of mileage allowance of \$0.54 per mile
- f. Zoning Hearing Board meet as needed

Dan Worley made a motion to approve the meeting dates and times, and Larry Dost seconded. Motion carried.

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

None

**END OF REORGANIZATION MEETING**

## REGULAR MEETING

Chairman Daniel Worley called the Regular Meeting to order at 6:00 PM.

Dan Worley made a motion to approve the Minutes of the December 14, 2015, Regular Meeting and to approve the Treasurer's Report of December 31, 2015. Woody Myers seconded, and motion carried.

### PUBLIC COMMENT

Lisa Burke presented information on the revised subdivision plan for her lot on Baltimore Road, stating that the Adams County Office of Planning and Development had informed her that they do not need to review this revised plan. She also informed that she and the surveyor of the property had written letters to the Board of Supervisors requesting a waiver of Section 403 A of the Township's Subdivision and Land Development Ordinance, which requires the submission of a preliminary plan and notice of thirty-eight (38) calendar days.

Dan Worley stated that the Supervisors would defer to the advice of the Township Solicitor, Guy Beneventano. Guy Beneventano summarized the history of this lot and its approved subdivision plan of 2014. He stated that he had reviewed this revised plan with Rob Thaeler of the Adams County Office of Planning and Development, and he read sections of the letter from Mr. Thaeler to the Board of Supervisors. Guy Beneventano stated that he did not recommend that the Supervisors expedite the process or grant the waivers requested by Ms. Burke. He advised that this plan go through all the normal channels for Latimore Township, including the review by the Township Planning Commission and the submission to Adams County Planning.

Dan Worley and Larry Dost assured Ms. Burke that they are pleased that she wants to sell the lot to the Baughers for the expansion of their farm, but they stated that they want to follow the correct protocol established by the Township.

After some discussion between the Supervisors and Julie Baugher, Ms. Burke asked what needs to be done next. Dan Worley responded by saying that the plan will have to go through the normal process, and since the copies of the plan have been received and stamped by the Township Secretary they will now be sent to the members of the Planning Commission. Guy Beneventano asked if the fee had been paid, and he recommended that the Supervisors not waive the fee, as had been requested by Ms. Burke. Ms. Burke was informed that she must pay the \$300.00 application fee for a subdivision plan in order for the plan to be sent to the Planning Commission. The Supervisors thanked Ms. Burke and Mrs. Baugher for coming out to the meeting.

### REPORTS

**Police Report:** Chief Michael E. Weigand gave the police report for December 13, 2015, through December 31, 2015. There were 1,695 miles patrolled, 154 duty hours, and 91 calls for service. Chief Weigand also gave the police report for January 1, 2015, through December 31, 2015. There were 1,871 calls for service, 2,873.25 duty hours, and 36,283 miles patrolled.

**Engineer's Report:** None

**Road Report:** Woody Myers reported that everything is ready and that they are just waiting for the snow.

**Park Report:** Woody Myers reported that everything at the park is ok.

**Solicitor's Report:** Guy Beneventano stated that he had no report for the public session but that there would be some matters to address in executive session.

#### **NEW BUSINESS**

Dan Worley introduced the matter of the Radio Subscriber Agreement. Guy Beneventano stated that he had reviewed it and approved it for formal legality. Dan Worley made a motion to accept this Radio Subscriber Agreement, and Woody Myers seconded. Motion carried.

Dan Worley then announced the need for an appointment of an auditor to replace Robert Garlin. Dan Worley made a motion to appoint Kathy Weaver as an auditor, and Larry Dost seconded. Motion carried.

#### **BILLS LIST**

Larry Dost stated that he had reviewed the bills list and made a motion to approve it as submitted. Woody Myers seconded, and motion carried.

#### **PUBLIC COMMENT**

None

#### **SUPERVISORS' COMMENTS**

Larry Dost commented that they are looking forward to this New Year. Dan Worley expressed his appreciation for all his colleagues.

#### **ADJOURNMENT**

Woody Myers made a motion to adjourn, and Larry Dost seconded. Motion carried. The meeting was adjourned at 6:26 PM.

The next Regular Meeting is scheduled for Monday, February 8, 2016, at 6:00 PM at the Latimore Township building.