

**LATIMORE TOWNSHIP
BOARD OF SUPERVISORS**
559 Old U.S. Route 15, York Springs, PA 17372
717-528-4614; Fax 717-528-8281

**January 5, 2026
Reorganization Meeting-5:45 PM**

Present: Supervisors Daniel T. Worley, Woody Myers, Kevin Kauffman. Secretary Jen Marinacci,

Chairman Worley called the meeting to order at 5:45 pm. Chairman Worley lead the Pledge of Allegiance.

Motion to appoint temporary Chairman

Motion to appoint temporary Secretary

PUBLIC COMMENTS - REORGANIZATION MEETING ONLY (Give name & address)

APPOINTMENTS

- a. Secretary & Records Officer (part time) – Jen Marinacci; bond \$25,000
- b. Treasurer (part time) – Roxane Pace; bond \$800,000
- c. Substitute Secretary – Jennie Gordon
- d. Township and Planning Commission Solicitor – David A. Jones
- e. Zoning Hearing Board Solicitor – Christian Miller
- f. Outside Audit Firm – Hamilton & Musser, PC
- g. Part Time Working Supervisors (as needed) – Woody Myers, Daniel T. Worley, Kevin Kauffman
- h. Police Chief (Part-time) – Dirk Hough
- i. Police Officers (part-time) – none at this time
- j. Part-Time laborers as needed; with or without CDL
- k. Road crew contact person – Woody Myers
- l. Planning Commission: 4-year term – Dick Lee & Timothy Dunham Jr. (2026-2029)
- m. Depositor – PLGIT
- n. Engineer (part-time) – John Shambaugh; fees on file
- o. Assistant Engineer (part-time) - HRG
- p. Sewage Enforcement Officer (part-time) – John Shambaugh, Twp. SEO; fees on file
- q. Alternate SEO – Gary Morrow; fees on file
- r. Zoning/Code Enforcement Officer(part-time) – John Shambaugh, Twp. Engineer; fees on files.
- s. Building Code Official and Inspector – Middle Department Inspection Agency.
- t. Representative to York Adams Tax Bureau (YATB) and Tax Collection Committee – Nina Tipler, Alternate: Daniel T. Worley
- u. U.S.15 corridor Study Representatives – Daniel T. Worley, Woody Myers, Kevin Kauffman.

- v. Tax Collector Commission – 1.8%
- w. Vacancy Board Chairperson – Jason Hughes
- 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 – Dirk Hough
- bb. Zoning Hearing Board: 3 Year Term – Cheryl Donahoe (alternate/yearly)
- cc. ASA Ag Security Board: 5 Year Term – appointments on file
- dd. Lake Meade Municipal Authority: 5 year term – appointment on file
- ee. International Building Code Appeal Board – Woody Myers, Kevin Kauffman, Samuel Giardullo, Daniel T. Worley.

Approval of Fee Schedule

- a. Zoning Permit – \$50.00
- b. Driveway Permit – \$50.00 for single use
- c. Transient Business Permit – \$50.00 per month (fee may be waived for non-profit organizations)
- d. Fireworks Permit - \$10.00 for single use
- e. Police Accident Report - \$15.00
- f. Zoning Hearing Board fee – \$500.00
- g. 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)
- h. Land Development fees – \$500.00 per plan
- i. Comprehensive Plan booklet – \$15.00
- j. Zoning Ordinance booklet – \$25.00
- k. Stormwater Management Ordinance booklet – \$20.00
- l. Subdivision and Land Development Ordinance booklet – \$20.00
- m. Request for copies – black/white \$0.25 per side; color \$0.40 per side; plus postage if mailed
- n. Zoning Map – Small \$3.50, Large \$7.00
- o. Fax copy – \$0.50 per page
- p. “True and Correct Certification” – an additional charge of \$2.00 will be added
- q. Park pavilion rental - \$25.00 or \$50.
- r. Approval of mileage allowance of \$0.72.5 per mile
- s. HRG fee schedule on file
- t. Middle Department Inspection Agency fee schedule on file

MEETING DATES AND TIMES

- a. Board of Supervisors – 2nd Monday of each month, 6:00 PM. Except January.
- b. Planning Commission – 4th Tuesday of each month, as needed.
- c. Zoning Hearing Board - as needed

