



**HOWE TOWNSHIP**  
**Forest County**  
Regular Meeting  
February 14, 2018  
12:30 PM

**ADMINISTRATION PRESENT.**

Supervisors:

Robert A. Summers, Chairman(absent)  
Robert E. Shaffer, Vice Chairman  
Steven E Tachoir - Supervisor

Secretary/Treasurer

Beverly Pollock

The meeting was called to order at 12:30 PM and the Pledge of Allegiance recited.  
Guests present were Road Master Rory Summers

**Public Comment:** There was no public comment. Secretary Bev Pollock reported on the Over/Under budget report for the month of January.

**JANUARY 2, 2018 REGULAR & ORG MEETING:**

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the January 2, 2018 Regular and Organization meeting minutes.

**DECEMBER 2017 and JANUARY 2018 TREASURER'S REPORT.**

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the December 2017 and January 2018 Treasurer's reports.

**ROADMASTER REPORT:**

Road Master Rory Summers gave the following report:

**T368 Cooper Tract Road:** Good condition, all ditches and pipes in working order. Road is very icy at present due to the freeze/thaw.

**T371 Job Corps Road:** Fair Condition, had two wash outs during the last thaw. The washout at Rocky Run is pretty bad. Put cone in front of it to warn traffic. Filled with 2B limestone twice. Remainder of road is pot holed in sections. All pipes and ditches in working order.

**T370 Byromtown Road:** Good condition. All pipes and ditches in working order.

**T373 Watson Farm Road:** Good Condition, very icy at present time.

**T374 Sheffield Junction:** Fair Condition. Road is very icy. Starting to thaw - logging at north end of the road may have to stop due to soft conditions.

HOWE TOWNSHIP  
Forest County  
Regular Meeting  
February 14, 2018  
12:30 PM

**ROADMASTER REPORT cont.**

**T327 Duhring Road:** Good condition, very icy. All ditches and pipes in working order.

Shop maintenance - purchased a battery for the F550, a motor for the Blizzard plow but it was the wrong one. Had to have the hydraulic lines repaired again. The diesel fuel pump had to be replaced and the previously purchased plow feet have to be returned to Winter.

**CODE ENFORCEMENT/ASST. CODE ENFORCEMENT REPORT:**

Secretary Bev Pollock gave a detailed report that included the issuance of 10 Type 2 Road Permits for Logging and Oil & Gas.

**OLD BUSINESS:**

**RAIL TRAIL UPDATE:** Secretary Bev Pollock has been in touch with the Solicitor to review options for an ordinance prohibiting motorized vehicles on the Howe Township section of the rail trail. She suggested amending an existing snowmobile ordinance to incorporate the rail trail. A copy of that ordinance will be forwarded.

**DIRT AND GRAVEL TRAINING:** A training session will be held for Bev Pollock and Rory Summers on February 20, 2018 at 11:00 AM at the Howe Township office.

**NEW BUSINESS:**

**TAX COLLECTOR PRINTER:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to reimburse the Tax Collector Jill Huddleson for part of the cost of a new printer - the amount approved is \$150.00.

**DENTAL INSURANCE:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to switch the township dental coverage to a Delta Dental plan that is not associated with membership in the Manufacturers and Business Association of NW PA.

HOWE TOWNSHIP  
**Forest County**  
Regular Meeting  
February 14, 2018  
12:30 PM

**TAX COLLECTOR COMPUTER:** A discussion was held about a letter received from the County of Forest requiring each tax collector's computer to be inspected by the Computer Guru. The computer for Howe Township was inspected when the new printer was installed.

**GENERATOR SERVICE:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to call either Mike Miller or Jeff Whitney to perform routine maintenance on the office generator and to obtain quotes for the service.

**ROAD MASTER CREDIT CARD:** A discussion was held about obtaining a credit card for Road Master Rory Summers for emergencies or to increase the amount of petty cash available for such emergencies. A motion made by Shaffer and seconded by Tachoir was passed unanimously to increase the amount held in petty cash from \$50.00 to \$150.00 with the Road Master having \$100.00 of that on hand for emergency's and providing receipts for any spending in order to be replenished.

**PEST CONTROL SERVICES:** A Motion made by Shaffer and seconded by Tachoir was passed unanimously to obtain Jones Pest Control in Warren, PA to perform the fall spraying at the township office.

**FUEL TANK PUMP:** A Motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the replacement of the fuel tank pump at the township garage at an approximate cost of \$700 - \$800.

**BILLS TO PAY:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the bills to be paid.

**SECRETARY NOTES:** A detailed report was given by Secretary, Bev Pollock on all correspondence and happenings during the last month.

**SUPERVISOR/SECRETARY MAIL AND CORRESPONDENCE:** No Supervisor correspondence was reported.

**PUBLIC COMMENT:** There was no public comment.

HOWE TOWNSHIP  
Forest County  
Regular Meeting  
February 14, 2018  
12:30 PM

**ADJOURNMENT:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to adjourn the meeting at 1:22 PM.

Respectfully Submitted,  
Beverly A. Pollock  
Secretary/Treasurer

APPROVED