

HOWE TOWNSHIP
Forest County
Regular Meeting
July 11, 2018
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman
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 Stan O'Rourke and Priscilla Newpher.

Public Comment: There was no public comment.

JUNE 13, 2018 REGULAR MEETING:

A motion made by Shaffer and seconded by Summers was passed unanimously to approve the June 13, 2018 Regular meeting minutes.

JUNE 2018 TREASURER'S REPORT.

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the June 2018 Treasurer's report.

ROADMASTER REPORT:

Supervisor Bob Summers gave the following report:

T368 Cooper Tract Road: Road is in good condition. All inlets are cleaned. Road has been rolled and graded.

T371 Job Corps Road: Road is in fair condition, needs re-graded. Some minor pot holing.

T370 Byromtown Road: Road is in good condition. Had wash out due to heavy rain, repaired driveway entry and ditch at the end of the road.

T373 Watson Farm Road: Road is in good condition. All potholes patched with cold patch. Berms have been mowed.

T374 Sheffield Junction: Road is in good condition. Road was graded last month, some minor potholing, needs re-graded.

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ROADMASTER REPORT cont.

T327 Duhring Road: Road is in good condition, berms need to be addressed before milling and triple seal. Milling to be done the first week of August.

Brookston: All roads in good condition. Banks and berms need mowed.

Repairs are needed for the ditcher and parts are being purchased to do this. Cooley's prices are the same as last year, Cooper Tract Road has been approved to be re-opened, the secretary will inform the permit holders and the USFS. Supervisor Tachoir questioned the need to keep moving the large roller and asked if it could be taken by trailer to the sites and left there.

CODE ENFORCEMENT/ASST. CODE ENFORCEMENT REPORT:

Secretary Bev Pollock gave a detailed report that included the issuance of 5 building permits and several building permit applications. Received a complaint about a Walmart tractor trailer driving over Robinson Hill and Watson Farm, PennDOT and the State Police were informed of this and will take steps to monitor the area during construction.

OLD BUSINESS:

RAIL TRAIL UPDATE: The Ordinance and approval has been given to the Solicitor. This will be advertised for adoption at the August 8, 2018 Supervisors meeting.

HIRING A FULL TIME ROAD WORKER: At this time a closed executive session was held to discuss personnel options. A former applicant will be brought in for a meeting with the Supervisors.

TOWNSHIP MOWING: A discussion was held about the mowing at the township office and garage. Supervisor Tachoir will take care of the mowing at this time.

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NEW BUSINESS:

ROCKY RUN GRANT APPLICATION: The grant application was approved by the County, advertisements have been placed in the Forest Press for July 11 & 18 to accept bids as well as an advertisement for a special meeting on July 24 @ 11:00AM to open and award the bids.

QUICK BOOKS CUSTOMER SUPPORT: A discussion was held about extending the customer support with Quick Books at a cost of \$299/year or \$499.95/3 years. Secretary Bev Pollock researched options and found that Clarion Computer can offer solutions should a problem arise. It is also possible to pay for the service on an as needed basis with Quick Books. At the time no extension will be obtained.

PARTS PURCHASE: A motion made by Summers and seconded by Shaffer was passed unanimously to approve the purchase of parts to repair the ditcher at an approximate cost of \$1,200.00.

BILLS TO PAY: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the July 2018 bills to be paid.

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

The Secretary also brought up the request by Supervisor Shaffer to start receiving his monthly pay again. Supervisors Summers and Tachoir will also start receiving theirs. A motion made by Tachoir and seconded by Shaffer was passed unanimously to rescind a portion of the November motion for cost savings measures having to do with supervisor monthly pay with the understanding that the checks will start again in August 2018 and no back pay will be given.

Supervisors Summers brought up moving the Road Master back to a 40 hour work week. Secretary Bev Pollock reminded the board that when the SRS money was re-authorized both the Road Master and the Secretary were given substantial raises to compensate for

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SECRETARY NOTES cont.

the shorter work week schedule which both agreed to continue with and that moving the Road Master back to 40 hours in addition to the raise would be double compensation. Supervisor Tachoir's opinion was if the Road Master went back to a 40 hour work week the hourly rate should be lowered. Supervisor Shaffer did not agree. Given the possibility of hiring a full time road worker it was decided to leave the Road Master at 32 hours.

Supervisor Tachoir questioned the need for a daily road inspection, it was decided that a daily road inspection was not needed and the Road Master would be informed of this.

Secretary Bev Pollock informed the board that she is starting preliminary work on the 2019 budget and requested that they get their thoughts together on expenditures and whether there would be raises given in 2019.

SUPERVISOR/SECRETARY MAIL AND CORRESPONDENCE: There was no supervisor correspondence.

PUBLIC COMMENT: Stan O'Rourke questioned how often the ditcher had been used. Priscilla Newpher informed the board that the owner of Tall Oaks Stores was putting signs up along Robinson Hill and Watson Farm roads due to the construction on Blue Jay Creek Road. These signs have been getting destroyed and the owner is questioning residents about this.

ADJOURNMENT: A motion made by Shaffer and seconded by Tachoir was passed unanimously to adjourn the meeting at 1:50 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer