

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

ADMINISTRATION PRESENT.

Supervisors:

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

Secretary/Treasurer
Beverly Pollock

The meeting was called to order at 12:30 PM and the Pledge of Allegiance recited. Guests present were Lisa Mansell and Stan O'Rourke.

Public Comment: Lisa Mansell of the Leach Insurance Agency presented options for medical, dental and vision insurance for Howe Township employees.

OCTOBER 10, 2018 REGULAR MEETING MINUTES :

A motion made by Shaffer and seconded by Summers was passed unanimously to approve the October 10, 2018 Regular meeting minutes.

OCTOBER 2018 TREASURER'S REPORT.

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

ROADMASTER REPORT:

Part time road worker Bob Summers gave the following report:

Preparing for the winter weather.

Did some ditching and cleaning of leaves.

Cold patched

Worked on Equipment

Applied tire chains

CODE ENFORCEMENT/ASST. CODE ENFORCEMENT REPORT:

Secretary Bev Pollock gave a detailed report that included the issuance of 1 building permit for a shed on Route 666 and the issuance of 7 road permits for logging and oil companies. Answered several questions concerning building and demolition permits.

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OLD BUSINESS:

PART TIME ROAD WORKER PAY RATE: This discussion was tabled until the December 12, 2018 meeting.

ROAD WORKER ADVERTISEMENT: A motion made by Shaffer and seconded by Summers was passed unanimously to place advertisements for a full time roadworker at the beginning of December in the Oil City Derrick, the Kane Republican and to check prices for the Forest Press to possibly place the ad there too.

ROCKY RUN GRANT PROJECT: A motion made by Summers and seconded by Shaffer was passed unanimously to send a letter to Hawbaker accepting their quote for the work on Rocky Run and detailing the deadlines needed for the project.

NEW BUSINESS:

2019 BUDGET: A motion made by Summers and seconded by Shaffer was passed unanimously to tentatively adopt the 2019 Howe Township budget and to advertise it for inspection.

MAY AND COMPANY: A motion made by Summers and seconded by Shaffer was passed unanimously to advertise that May & Company will be hired to audit all accounts for fiscal year ending December 31, 2018.

LIBRARY DONATION: A motion made by Summers and seconded by Shaffer was passed unanimously to donate \$100.00 to the Marienville Library as requested in an October 2018 letter to the Township.

ADAGIO REQUEST: No action was taken on a request from Adagio Health to post public areas in Howe Township as non-smoking. The township office and garage are already posted as non-smoking areas.

TAX MILLAGE: A motion made by Shaffer and second by Summers was passed unanimously to leave the millage for Howe Township at 3.75 mills.

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OFFICE SUPPLY ORDER: A motion made by Summers and seconded by Shaffer was passed unanimously to approve the purchase of needed office supplies at a cost of \$145.00.

COMPUTER UPGRADE: A motion made by Shaffer and seconded by Summers was passed unanimously to approve the purchase of new compatible software, hardware and an additional screen for the secretary computer at a cost of \$500.00. This was budgeted for 2018 using state fund monies.

SHEFFIELD FIRE AGREEMENT: A motion made by Summers and seconded by Shaffer was passed unanimously sign the fire agreement contract with Sheffield Township at a cost of \$4,400.00 and to pay the fee in December.

SECRETARY YEARLY REVIEW: A discussion was held about Secretary Bev Pollock's yearly review. An informal review was given during the meeting. It was suggested that going forward a more formal process should be used.

BILLS TO PAY: A motion made by Summers and seconded by Shaffer was passed unanimously to approve the November 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.

SUPERVISOR/SECRETARY MAIL AND CORRESPONDENCE: There was no Supervisor mail/correspondence received.

PUBLIC COMMENT: Stan O'Rourke questioned what the quote from Hawbaker was for. It is for finishing the Rocky Run Grant project on Job Corps Road.

ADJOURNMENT: A motion made by Shaffer and seconded by Summers was passed unanimously to adjourn the meeting at 1:35 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer