



HOWE TOWNSHIP
Forest County
Regular Meeting
April 14, 2021 12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Steven E. Tachoir, Chairman
Robert E. Shaffer, Vice Chairman
Thomas P Zimmerman, Supervisor

Secretary/Treasurer/Asst. Code
Enforcement, Beverly Pollock

The meeting was called to order at 1:00 PM and the Pledge of Allegiance was recited, guests present were Road Master Rory Summers and Kay O'Rourke.

Public Comment: There was no public comment.

Prior to calling the meeting to order the 2021 Highway Bids were opened.

MARCH 10, 2021 REGULAR MEETING MINUTES:

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the March 10, 2021 regular meeting minutes.

MARCH 2021 TREASURY REPORT:

A motion made by Tachoir and seconded by Zimmerman was passed unanimously to approve the March 2021 Treasury Report.

ROADMASTER REPORT:

Road Master Rory Summers gave the following report:

T-327 Duhring Road: Road is in fair condition; all potholes have been patched and all ditches have been cleaned. Markers were installed at all culverts. All cross pipes and inlets are in good working order.

T-368 Cooper Tract Road: Road is in good condition; all leaves have been removed from ditches and most of the inlets have been cleaned. All cross pipes are in good working order.

T-371 Job Corps Road: Road is in good condition. All leaves have been removed from ditches in preparation for pulling them and grading the road surface. All cross pipes are in working order and inlets have been cleaned.

T-370 Byromtown Road: Road is in good condition. Potholes have been patched and ditches cleaned. All cross pipes and inlets are in good working order.

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ROADMASTER REPORT continued:

T-373 Watson Farm Road: Road is in fair condition. All potholes have been patched and culvert markers have been installed. Seal coat options were discussed with the supervisors and bid packets have gone out for a double seal surface treatment using #67's and top coat with #8 limestone. All cross pipes and inlets are in good working order.

T-374 Sheffield Junction: Road is in good condition. There is a small problem area at the first set of tracks that was discussed with the supervisors. The road is very low and the ditches are holding standing water. A drainage ditch will be dug across the rail bed to see if the water will drain away from the road. Existing pipe has a hole in it and needs upgraded from CMP to a 12" CPP.

Maintenance performed this month is as follows. All equipment has been serviced, cleaned and greased multiple times. The spreader, auger and plow have been removed from the international and the truck has been readied for the spring/summer season. Old metal sign posts were painted and used to mark culverts. Duhring, Watson Farm and Sheffield Junction have been marked. New posts will need to be purchased to complete this process. Patching has been done with DSA and millings. The spline coupler on the ditcher needed replaced and small hydraulic leaks on the boom mower were repaired. New batteries were purchased for the water truck.

ASSISTANT CODE ENFORCEMENT REPORT: Secretary Bev Pollock gave a detailed report which included the issuance of one building permit, one demolition permit and one road permit renewal as well as several calls requesting information about building and sewage permit regulations and responding to PA one call tickets.

OLD BUSINESS:

2021 HIGHWAY BIDS: A motion made by Shaffer and seconded by Zimmerman was passed unanimously to award the 2021 highway bid for 10,560 SY Asphalt Surface Treatment Modified Option One to Jefferson Paving.

2021 CLEANUP DAY: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve advertising for the 2021 cleanup day and to approve pricing for the event.

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NEW BUSINESS:

WORKERS COMP INSURANCE RENEW: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to have the secretary renew the workers comp insurance when it comes due on July 1st.

2ND AMENDMENT ORDINANCE: A motion made by Tachoir and seconded by Shaffer was passed unanimously to have the secretary contact the township solicitor to create a 2nd amendment sanctuary ordinance for the township and to file the necessary paperwork with the county.

SECRETARY OFFICE SUPPLIES: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the purchase of needed office supplies at a cost of \$78.00.

CHECK STOCK: A motion made by Zimmerman and seconded by Shaffer was passed unanimously to approve the purchase of check stock for the General Fund and the Payroll Fund at an approximate cost of \$300.00-\$350.00.

MARIENVILLE FIRE AGREEMENT: A motion made by Shaffer and seconded by Zimmerman was passed unanimously to approve and sign the fire agreement with the Marienville Volunteer Fire Department to be paid in May.

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

SECRETARY NOTES: Secretary Bev Pollock gave a detailed report of all secretarial happenings beyond the daily duties for the month.

PUBLIC COMMENT: Kay O'Rourke brought up the issue with ambulance coverage in the township particularly Watson Farm Road and what the cut-off is for each department that covers the township

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

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer