

HOWE TOWNSHIP
Forest County
Regular Meeting
August 11, 2021 12:30 PM

ADMINISTRATION PRESENT.

Supervisors: Secretary/Treasurer/Asst. Code
Steven E. Tachoir, Chairman Enforcement, Beverly Pollock
Robert E. Shaffer, Vice Chairman
Thomas P Zimmerman, Supervisor (Absent)

The meeting was called to order at 12:30 PM and the Pledge of Allegiance was recited, guests present were Stan and Kay O'Rourke and Road Master Rory Summers.

Public Comment: There was no public comment.

JULY 14, 2021 REGULAR MEETING MINUTES:

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the July 14, 2021 regular meeting minutes.

JULY 2021 TREASURY REPORT:

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

ROADMASTER REPORT:

Road Master Rory Summers gave the following report:

T-368 Cooper Tract Road: Road is in good condition. All inlets and tail ditches have been cleaned. All mowing, brush cutting and grading has been completed. All cross pipes are in good working order.

T-371 Job Corps Road: Road is in good condition. All inlets have been cleaned multiple times due to some heavy rain. All brush cutting and mowing has been completed. The road was eroded away in multiple areas due to heavy rain. Ditches were cleaned with the excavator and new tail ditches were cut to fix the problems. A small section was graded before dead man's corner to fix the pot holes, the area at the bottom of the hill where millings were applied was also graded. All cross pipes and inlets are in good working order.

**HOWE TOWNSHIP
Forest County
Regular Meeting
August 11, 2021 12:30 PM**

ROADMASTER REPORT continued:

T-370 Byromtown Road: Road is in good condition. No issues to report.

T-373 Watson Farm Road: Road is in fair condition. New tar and chip section looks good. The sections where millings were applied have been graded multiple times in the last month. Additional millings will be added to those sections this week. All brush cutting and mowing has been completed. Multiple pot-holes were patched in the milling areas as well as the hill below the stop sign. Weed eating was performed around the Route 66 intersection and around all the road signs. All cross pipes are in good working order.

T-374 Sheffield Junction: Road is in good condition. All brush cutting and mowing has been completed. Multiple small sections of the ditch were full or washed out so those areas were cleaned using the excavator. 12" CMP was replaced with a 12" CPP and material was added to increase cover. A small section of road was graded to finish. There is one 12" CMP that needs replaced and will be in the coming days. All other cross pipes and inlets are in good working order.

T-327 Duhring Road: Road is in fair condition. The milling sections developed numerous pot holes that needed patched multiple times this month. All mowing and brush cutting has been completed. The ATV trail behind the Forest Lodge is discharging a lot of water and stone material onto Duhring Road. The Road Master Recorded the water after a big storm so the owner of the Lodge could be shown. The Road Master spoke with the owner who seemed relatively open to discussing options to fix the problem. The excavator was used to clean up the material on the road and to clean the ditches so the water would flow properly. A motion made by Shaffer and seconded by Tachoir was passed unanimously to have the secretary send a letter to the Forest Lodge to have this water issue resolved.

T-333 Bean Farm Road: Road is in good condition. A section of the ditch filled up with material from the Forest Service Road and the excavator was used to clean it out and clean up the road. All other cross pipes are in good working order.

The ranger was taken to Dunkles for inspection but failed due to a cross brace being rusted out. Road worker Scott Paris fixed the braces as well as the rusted-out rocker panel on the driver's side door, after repairs the ranger passed inspection. All other equipment has been washed and greased multiple times. A new starter is needed for the boom mower.

**HOWE TOWNSHIP
Forest County
Regular Meeting
August 11, 2021 12:30 PM**

ASSISTANT CODE ENFORCEMENT REPORT: Secretary Bev Pollock gave a detailed report which included responding to 25 PA One Call tickets, the issuance of 2 road permits with payments received, inquiries from 5 residents about sewage/holding tanks, revising the current township building permit application packet, one inquiry on building permits, one lien letter sent and calls to Bureau Veritas for clarifications.

OLD BUSINESS:

ANTI-SKID STRUCTURE: No new information was available on estimates. It was tabled until the September meeting.

NEW BUSINESS:

2022 EMPLOYEE RAISES: A motion made by Shaffer and seconded by Tachoir was passed unanimously to give a .50/hour raise to Road Master Rory Summers in 2022, a motion made by Shaffer and seconded by Tachoir was passed unanimously to give a 1.00/hour raise to Secretary Beverly Pollock in 2022 and a motion made by Shaffer and seconded by Tachoir was passed unanimously to give a 1.00/hour raise to road worker Scott Paris in 2022.

BUDGET CALENDAR: A review of the 2022 Budget Calendar was performed during the meeting and a discussion was held about having a budget workshop before the September meeting to go over expenditures for 2022.

STAPLES ORDER: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the Staples order for needed office supplies in the amount of \$95.57.

RESOLUTION 21-03: A motion made by Shaffer and seconded by Tachoir was passed unanimously to adopt Resolution 21-03 "Excess Liquid Fuel Funds" and to use the funds for PennDOT approved expenditures.

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

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

PUBLIC COMMENT: Supervisor Tachoir discussed removing any personal items or equipment from the Township garage facility and to perform an inventory there. Kay O'Rourke asked what township roads they are planning on working on in 2022, several suggestions were made but no decisions at this time.

**HOWE TOWNSHIP
Forest County
Regular Meeting
August 11, 2021 12:30 PM**

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

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer

APPROVED