

**HOWE TOWNSHIP**  
**Forest County**  
Organization Meeting Agenda  
January 2, 2024  
3:30 PM

“Notice: Once the business of the Board of Supervisors is started there will be no public comment.”

Call to Order.

Pledge of Allegiance.

Public Comment.

1. Appoint Temporary Secretary.
2. Appoint Temporary Chairman. (Steve Tachoir)
3. Appoint Chairman. (Steve Tachoir)
4. Appoint Vice Chairman. (Tom Zimmerman)
5. Appoint Secretary/Treasurer/Assistant Code Enforcement (for signatory purposes only) with a 32-hour work week, wages hourly of \$24.00 and 120 hours of vacation.
6. Appoint Road master/Code Enforcement Officer with a 40-hour work week, wages hourly of \$22.50 and 104 hours of vacation.
7. Appoint Assistant Secretary/Treasurer with wages hourly of \$14.00 on an as needed basis.
8. Motion that the Secretary and Road Master get paid vacations and sick time per Resolutions 04-2 and 04-5 and holidays paid per motions of the Board of Supervisors on 12/17/04 and 3/9/05.
9. Appoint May & Company to be the CPA to audit the financial reports ending December 31, 2023 by adopting Resolution 24-01.
10. Appoint Solicitors and approve paying the Stapleford & Byham, LLC firm \$145.00 per hour and their federal mileage rate per mile by signing their Municipal Engagement letter.
11. Appoint Mark Corey & Associates as township Engineers.
12. Appoint Todd Fantasky as Sewage Enforcement Officer and as his alternate Collin Fantaskey, with his SEO 2024 Fee Schedule Without Reimbursement.
13. Appoint a Vacancy Board Chairman.
14. Approve NORTHWEST, HAMLIN BANK and PLGIT as the Depositories for Township Funds, Treasurers bond at \$360,000.00 and Real Estate Taxes at 3.75 mills.
15. Appoint Sarah Korchak as Emergency Services Director.
16. Public Comment.

Adjournment of Organization Meeting.

**Regular Meeting Agenda**  
January 2, 2024  
Following the Organization Meeting

Public Comment.

1. Approve December 13, 2023 Regular Meeting Minutes.
2. Approve December 2023 Treasurer's Report. (not available)
3. Road master Report.
4. Code Enforcement Report.
5. Old Business.
  - a. Case Backhoe update.
  
6. New Business:
  - a. Motion to approve removing Robert Shaffer as a signatory for Northwest, PLGIT and Hamlin Bank and adding newly elected supervisor Richard Shaffer as signatory for Northwest, PLGIT and Hamlin Bank.
  
7. Bills to Pay.
8. Secretary Notes/Correspondence.
9. Public Comment.

Adjournment.

“Notice: The meeting of the Howe Township Board of Supervisors may be electronically recorded and, if they are, they will be maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board. They are not permanently saved after approval of the minutes.”