

**HOWE TOWNSHIP**  
**Forest County**  
Organization Meeting Agenda  
January 6, 2019  
12:30 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.
3. Appoint Chairman.
4. Appoint Vice Chairman.
5. Appoint Secretary/Treasurer with a 32-hour work week, wages hourly of \$19.50/hour from 1/1/20 to 6/30/20 and \$20.00/hour from 7/1/20 to 12/31/20 and 88 hours of vacation.
6. Appoint Road master/Code Enforcement Officer with a 40-hour work week, wages hourly of \$18.50/hour from 1/1/20 to 6/30/20 and \$19.00/hour from 7/1/20 to 12/31/20 and 96 hours of vacation.
7. Appoint Assistant Secretary/Treasurer with wages hourly of \$0.00 on an as needed basis.
8. Appoint Road worker with wages hourly at \$16.00/hour from 1/1/20 to 6/30/20 and \$16.50/hour from 7/1/20 to 12/31/20 and 40 hours of vacation starting on 4/16/20.
9. Motion that the Secretary, Road Master and Road Worker 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.
10. Appoint May & Company to be the CPA to audit the financial reports ending December 31, 2019 by adopting Resolution 20-01.
11. Appoint Solicitors and approve paying the Stapleford & Byham, LLC firm \$125.00 per hour and their federal mileage rate per mile by signing their Municipal Engagement letter.
12. Appoint a Mark Corey & Associates as township Engineers.
13. Appoint Todd Fantasky as Sewage Enforcement Officer and as his alternate Nick Melnick, with his SEO 2020 Fee Schedule Without Reimbursement.
14. Appoint a Vacancy Board Chairman.
15. Appoint one Auditor.
16. Approve NORTHWEST and PLGIT as the Depositories for Township Funds, Treasurers bond at \$360,000.00 and Real Estate Taxes at 3.75 mills.
17. Appoint Sarah Korchak as Emergency Services Director.
18. Public Comment.

Adjournment of Organization Meeting.

**Regular Meeting Agenda**  
January 6, 2020  
Following the Organization Meeting

Public Comment.

1. Approve December 11, 2019 Regular Meeting Minutes.
2. Approve December 2019 Treasurer's Report.
3. Road master Report.
4. Code Enforcement Report.
5. Old Business.
  - a. Township truck update.
6. New Business:
  - a. Motion to discuss and schedule employee yearly reviews.
  - b. Motion to discuss the garage furnace problems and approve sending a letter to A&B Heating with our concerns about the lack of a solution to the problem and perhaps contacting the township solicitor if the problem isn't resolved in a timely manner.
  - c. Motion to approve removing Robert Summers as a Northwest Bank and PLGIT signatory and adding newly elected Supervisor Thomas P. Zimmerman as a signatory for both Northwest and PLGIT.
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.”