

**HOWE TOWNSHIP
Forest County
Regular Meeting
March 11, 2020 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 12:30 PM and the Pledge of Allegiance was recited, guests present were Bruce Conner and Road Master Rory Summers.

Public Comment: JD Space of AFLAC presented and provided information for review by the township on their insurance coverage. Bruce Conner asked the supervisors for permission to move the youth field day trailer closer to the township garage and to be able to plug in to the electricity in order to have some work done on the tires. A motion made by Shaffer and seconded by Zimmerman was passed unanimously to grant permission for this.

FEBRUARY 11, 2020 REGULAR MEETING MINUTES:

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the February 12, 2020 regular meeting minutes.

FEBRUARY 2020 TREASURY REPORT:

A motion made by Shaffer and seconded by Zimmerman was passed unanimously to approve the February 2020 Treasury Report.

ROADMASTER REPORT: Roadmaster Rory Summers reported that the past month has been business as usual. Plowing and cindering was performed when needed. Equipment maintenance has continued as well as cleaning and organizing the shop. Tool inventory was started but the list needs updated due to some tools on the list no longer being there and new tools that were purchased to replace them.

All roads in the township are mushy due to the warm weather. Sheffield Junction is in rough shape and material will be tail-gated on it this week. Duhring is also in poor condition – the triple sealed section below the spring has completely disappeared and is now soft and deteriorating quickly. Job Corps Road as developed pot holes and patching will start this week weather permitting. Watson Farm Road is in poor shape, pot holes were patched this week. Cooper Tract Road had a large tree fall that took most of a day to clean up and dispose. Brookston is in fair condition; all cross pipes are in good working order.

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ROADMASTER REPORT continued:

The inlets on Job Corps Road were also cleaned.

The RAC GEO 2 distance measuring device will need to be discussed. The informational video is available on YouTube. The majority of the ditches on Job Corps are full of material – purchasing a new ditching wheel needs to be discussed ASAP so this work can be completed. Land Pro Equipment in Edinboro was contacted for pricing and quotes. A local fabricator looked at what would be needed to build a new one. The complexity of building a perfectly true and balanced wheel was not something he wanted to tackle. The intersection of Route 66 and Sheffield Junction needs to be discussed. This section is owned by the Forest Service and they would have to be contacted for material and/or funding. A decision will need to be made on the PennDOT millings available in April and also a materials list for 2020.

ASSISTANT CODE ENFORCEMENT REPORT: Secretary Bev Pollock gave a detailed report which included the issuance of seven road permits, three county approved building permits, submission of yearly DEP reports, road permit renewal reminders and township road condition emails.

OLD BUSINESS:

TRUCK UPDATE: Supervisor Zimmerman gave an update on information he received on different options for a new truck and also for just a new chassis using our bed, plow and spreader. A discussion was held about the new facility at the prison offering work on Municipal vehicles. Supervisor Zimmerman will look in to this as an option. It was also suggested to speak with Kathy Rapp's office about this.

2020 HIGHWAY BIDS: Supervisor Zimmerman reported on phone quotes collected for trucking the millings available from PennDOT in Erie. It was decided that Supervisor Zimmerman and Road Master Summers would go to Erie and view the condition of the millings before any decision is made on purchasing them. If need be the secretary will advertise for a special meeting in order to make a final decision on this. It was also decided that Secretary Pollock would call the PennDOT representative to set up a meeting to go over bid packets for 2020.

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NEW BUSINESS:

TAX DATA PROCESSING AGREEMENT: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve and sign the tax data processing agreement with the County of Forest Commissioners and to pay the fee associated with the agreement.

MARIENVILLE VFD CONTRACT: A motion made by Zimmerman and seconded by Shaffer was passed unanimously to approve and sign the proposed fire protection agreement with the Marienville Volunteer Fire Department at a cost of \$3,000.00 to be paid in May.

REIMBURSEMENT FOR CDL: A motion made by Zimmerman and seconded by Tachoir was passed unanimously to approve the reimbursement of one CDL test (required by the township) to Road Worker Scott Paris in the amount of \$375.00.

REIMBURSEMENT FOR LONG DISTANCE CALLS: A motion made by Shaffer and seconded by Tachoir was passed unanimously with two yes votes and one abstention to reimburse Supervisor Zimmerman for long distance calls made on behalf of the township.

BILLS TO PAY: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the bills to be paid for March 2020.

SECRETARY NOTES: Secretary Bev Pollock gave a detailed report of all secretarial happenings beyond the daily duties for the month including the request from a township resident for a letter from the township stating that there is no ordinance against raising pheasants in the township and a request from the Forest County Planning Commission to submit any possible planned projects for grant consideration.

PUBLIC COMMENT: There was no public comment.

ADJOURNMENT: A motion made by Shaffer and seconded by Zimmerman was passed unanimously to adjourn the meeting at 2:08 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer