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**HOWE TOWNSHIP**

**Forest County**  
Regular Meeting  
March 13, 2019  
12:30 PM

**ADMINISTRATION PRESENT.**

Supervisors:

Robert A. Summers, Chairman(absent)  
Steven E. Tachoir, Vice Chairman  
Robert E. Shaffer, Supervisor

Secretary/Treasurer

Beverly Pollock

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

**Public Comment:** There was no public comment.

**FEBRUARY 13, 2019 REGULAR MEETING MINUTES:**

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the February 13, 2019 Regular meeting minutes.

**FEBRUARY 2019 TREASURER'S REPORT.**

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the February 2019 Treasurer's report.

**ROADMASTER REPORT:**

**T368 Cooper Tract:** Road is in fair condition, ice has been an issue this month. Road is still frozen and in decent shape.

**T371 Job Corps Road:** Road is in poor condition due to freeze/thaw, potholes are becoming an issue. Discovered on 3/12/19 that it appears that someone is tailgating brine water from the Marcellus pad to Blue Jay Creek Road – this issue needs to be addressed. Will call the owners of the well.

**T370 Byromtown:** Road is in good condition. No issues.

**T373 Watson Farm Road:** Road is in fair condition. Potholes at Ruhlman's are becoming an issue. Road is frozen so DSA will have to be put in potholes next week.

**T374 Sheffield Junction:** Road is in poor condition. Rutting and potholes are very bad on the north end of the road where the Forest Service logged. That section of road melts long before everything else due to the abundance of sunlight.

**T327 Duhring Road:** Road is in fair condition. Some potholing starting to develop due to freeze/thaw.

**Brookston:** Roads are in good condition.

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**ROADMASTER REPORT continued:** F550, new cutting edges have been installed on the plow. Zook Motors welded the new brackets on the bottom of the plow. The diesel fuel pump quit working and George I Reitz came out and fixed it. The garage furnace quit multiple times, a new thermostat and fan relay were installed.

**ASSISTANT CODE ENFORCEMENT REPORT:** Secretary Bev Pollock gave a detailed report including the issuance of 7 road permits in the township and contacting other permit holder about expiring permits. She will reach out to the well owners on Job Corps road about the brine water spillage on the road.

**OLD BUSINESS:**

**HIGHWAY BIDS:** A discussion was held about the 2019 highway bids. It was decided that secretary Bev Pollock will set up a meeting with PennDOT representative Jon Wilson and township personnel to create the bid packets.

**TOWNSHIP CLEANUP DAY:** Secretary Bev Pollock reported that Triple S recycling has been booked for the proposed June 1, 2019 cleanup day. Advanced Disposal would not book that far in advance for the roll off containers so she will call back in April to schedule that.

**GARAGE FURNACE QUOTES:** Quotes were received from three companies. It was decided that the secretary will call to get some additional details. This item is tabled until the April 2019 meeting.

**ROADCREW TO 40 HOURS AND NEW HIRE:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to move the road crew back to a 40-hour work week. In doing so the Road Master's hourly rate will be reduced by \$1.00/hour and the new hire will be at \$16.00/hour.

A Motion made by Tachoir and seconded by Shaffer was passed unanimously that the roadcrew should start their 40-hour work week immediately.

One Additional application had been received since the last meeting and has been distributed to the supervisors. No decision has been made about a new hire.

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**NEW BUSINESS:**

**TAX DATA PROCESSING AGREEMENT:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve, sign and pay the Tax Data Processing Agreement with the County of Forest at a cost of \$501.77.

**MARIENVILLE FIRE CONTRACT:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve, sign and pay the 2019 fire contract with the Marienville VFD at a cost of \$3,000.00.

**TOWNSHIP PENSION AUDIT:** Secretary Bev Pollock gave a report on the recent Pension audit done in February. The Auditor discovered three “findings” that will have to be addressed when the final report from Harrisburg is received. We will work with PMRS to remedy these findings.

**NIMS CLASS:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to have Secretary Bev Pollock attend a NIMS class held in Bradford on September 8<sup>th</sup> at a cost of \$35.00 and to reimburse her for mileage.

**BILLS TO PAY:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the March 2019 bills to be paid.

**SECRETARY NOTES:** A detailed report was given by Secretary, Bev Pollock on all correspondence and happenings during the last month. This included scheduling furnace providers for quotes on the garage furnace replacement, scheduling the exit conference for the Pension audit, requesting service for the office generator, attending the PennDOT connects meeting in Tionesta, scheduling refuse and scrap collectors for the township cleanup day and providing information for the organizers trying to get high speed internet in parts of Howe Township.

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**SUPERVISOR CORRESPONDENCE:** There was no supervisor correspondence to report.

**PUBLIC COMMENT:** Kay O'Rourke asked if there had been any communication from May and Company about the audit for 2018, she also questioned the timing of the work to be done on Watson Farm road because of the uncertainty of the PennDOT project on Route 666 that could possible close that road this summer.

**ADJOURNMENT:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to adjourn the meeting at 2:43 PM.

Respectfully Submitted,  
Beverly A. Pollock  
Secretary/Treasurer