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**HOWE TOWNSHIP**  
**Forest County**  
Regular Meeting  
May 8, 2019  
12:30 PM

**ADMINISTRATION PRESENT.**

Supervisors:

Robert A. Summers, Chairman  
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, Dale Worley, Tom Zimmerman and Road Master Rory Summers.

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

**APRIL 10, 2019 REGULAR MEETING MINUTES:**

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the April 10, 2019 Regular meeting minutes.

**APRIL 2019 TREASURER'S REPORT.**

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

**ROADMASTER REPORT:**

**T368 Cooper Tract:** Road is in good condition.

**T371 Job Corps Road:** Road is in fair condition; road has been graded and ditched. DSA has been put on Rocky Run. Underdrain in ditches has not been done yet. Catch basin was put in by Hawbaker, very happy with the DSA and catch basin.

**T370 Byromtown:** Road is in good condition. All cold patching has been done.

**T373 Watson Farm Road:** Road is in fair condition. All cold patching has been completed. Need to call PA One call for the pipe by Ruhlman's. Also need to contact Cooley excavating about the milling.

**T374 Sheffield Junction:** Road is in fair condition. Road needs grading and material needs added (DSA) at north and south ends of the road.

**T327 Duhring Road:** Road is in fair condition. All cold patching has been completed. Underdrains need to be installed soon. Also need to install cross pipe just below the spring.

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**ROADMASTER REPORT continued**

**April Maintenance:** New tires were put on the Case Backhoe, fixed the hydraulic line on the ditcher, replaced the paddles on the ditching machine and replaced a flat/dry rotted tire on the street sweeper.

**ASSISTANT CODE ENFORCEMENT REPORT:** Secretary Bev Pollock gave a detailed report including the issuance of 7 road permits and 1 building permit. Reviewed the paperwork for the small flow sewage treatment system in Brookston which will be submitted after the May meeting.

**OLD BUSINESS:**

**HIGHWAY BIDS:** A motion made by Summers and seconded by Shaffer was passed unanimously to award the 2019 highway bids to the following: 9,889 SY Bituminous Seal Coat Triple, 300 ton AASHTO No 57 Limestone, 300 ton Driving Surface Aggregate Limestone, 800 ton Select Material 2RC Limestone and 2,000 gallons MC-70 road oil to Jefferson Paving and 300 ton AASHTO No 8 Limestone to IA Construction.

**GARAGE FURNACE UPDATE:** Secretary Bev Pollock reported that A&B Heating can get a 210,000 BTU Furnace for the garage at an additional cost of \$325.00 bringing the quote to \$4,945.00. This discussion was tabled until the June 2019 meeting.

**TOWNSHIP CLEANUP DAY:** Secretary Bev Pollock reported that the compactor and the dumpsters were reserved for the cleanup day to be held on June 1, 2019 from 8-2 at the township garage. An advertisement was placed in the Forest Press for May 15, 2019 and the information was placed on the township website. A motion made by Summers and seconded by Tachoir was passed unanimously that the township employees would work that day and that any hours over 40 hours would be paid at time and a half.

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**OLD BUSINESS continued:**

**MARIENVILLE/CLARION AMBULANCE COVERAGE:** A discussion was held about the reduction in staffed hours at the Marienville ambulance station. Operating hours are now 7:00 AM to 7:00 PM and Clarion will respond to 911 calls overnight subject to resource availability. It was decided to research assessing a tax for this service, how it would affect the seasonal residents and how the township would know if these tax dollars would go towards staffing wages.

**HAWBAKER REQUEST:** Secretary Bev Pollock reported that Todd Glenn from Hawbaker requested an additional \$2,000.00 to cover his costs for equipment and crew on site when the catch basin was to be installed but found to be too large for the area. A motion made by Tachoir and seconded by Summers was passed unanimously to pay Hawbaker an additional \$1,000.00 for that day.

**NEW BUSINESS:**

**SHEFFIELD VFD FIRE AGREEMENT:** A motion made by Summers and seconded by Shaffer was passed unanimously to approve and sign the Sheffield VFD fire agreement for 2019. This will be paid in June.

**GARAGE TIME CLOCK:** A motion made by Summers and seconded by Tachoir was passed unanimously to order a new time clock for the township garage at a cost of \$298.09.

**EMC WORKERS COMP RENEW:** A motion made by Summers and seconded by Shaffer was passed unanimously to allow secretary Bev Pollock to renew the Workers Comp policy with EMC Insurance through Calvert Pearson Agency when it comes due on July 1, 2019.

**SMALL FLOW SEWAGE TREATMENT SYSTEM RESOLUTION:** A motion made by Summers and seconded by Tachoir was passed unanimously to approve and sign Resolution 19-2 Small Flow Sewage Treatment System for a resident in Brookston.

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**IOWA STATE UNIVERSITY REQUEST:** A motion made by Summers and seconded by Shaffer was passed unanimously to allow representative from Iowa State University to study the Timber Bridge in Brookston provided they have the proper safety clothes and signage.

**EXECUTIVE SESSION:** At this time Chairman Bob Summers called for an executive session to discuss an employee.

**CLASS A CDL:** A motion made by Summers and seconded by Shaffer was passed unanimously to have employee Scott Paris obtain a Class A CDL license and to have the use of the township vehicle and trailer to take his test. This should be done by the end of his probationary period.

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

**SECRETARY NOTES:** Secretary Bev Pollock gave a detailed report of all happenings for the past month including May and Company being on site for field work in order to complete the audit for FY 2018 and the upcoming trip with Lisa Mansell of the Charles Leach Agency to meet the team behind our insurance policies.

**SUPERVISOR CORRESPONDENCE:** Supervisor Summers reported that he received a call from a resident upset that he was not notified of the closing of the Rocky Run area of Job Corps road

**PUBLIC COMMENT:** Tom Zimmerman asked if he could be notified when work starts on Watson Farm Road as he would like to observe this work.

**ADJOURNMENT:** A motion made by Summers and seconded by Shaffer was passed unanimously to adjourn the meeting at 1:52PM.

Respectfully Submitted,  
Beverly A. Pollock  
Secretary/Treasurer