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**HOWE TOWNSHIP**  
**Forest County**  
**Regular Meeting**  
**November 8, 2023 12:30 PM**

**ADMINISTRATION PRESENT.**

Supervisors: Secretary/Treasurer/Asst. Code  
Steven E. Tachoir, Chairman Enforcement, Beverly Pollock  
Thomas P. Zimmerman, Vice Chairman  
Robert E. Shaffer, Supervisor

The meeting was called to order at 12:30 PM and the Pledge of Allegiance was recited, guest present was Road Master Scott Paris.

Public Comment: There was no public comment.

**OCTOBER 11, 2023 REGULAR MEETING MINUTES:**

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the October 11, 2023 regular meeting minutes.

**OCTOBER 2023 TREASURY REPORT:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the October 2023 Treasury Report.

**ROADMASTER REPORT:**

The secretary read the following report provided by the Road Master: The hydraulic pump was fixed on the tractor, trees were cleaned up as needed, property maintenance was performed, leaves were blown on various township roads and properties and the equipment implements were stowed for the winter.

**ASSISTANT CODE ENFORCEMENT REPORT:** Secretary Bev Pollock gave a detailed report which included the issuance of road and building permits with payments received, responding to PA one call tickets, responding to Lien letter requests, questions about selling property in the township, and filing drilling notices.

**OLD BUSINESS:**

**ROADWORKER HIRE:** The secretary will schedule interviews with two applicants for the road worker position.

**EMS DISCUSSION:** A discussion was held about the newly formed EMS authority and rumors circulating about fees.

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**NEW BUSINESS:**

**TENTATIVE ADOPTION OF THE 2024 BUDGET:** A motion made by Shaffer and seconded by Zimmerman was passed unanimously to tentatively adopt the 2024 budget estimates and to advertise it for public inspection.

**2024 TAX MILLAGE:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to keep the township tax millage at 3.75.

**MAY & CO:** A Motion made by Shaffer and seconded by Zimmerman was passed unanimously to approve the retention of May & Co. to audit the books for fiscal year 2023 and to advertise the retention upon receipt of their engagement letter.

**GENERATOR PROTECTION PLAN:** This topic was tabled pending further research on the current warranty.

**BILLS TO PAY:** A motion made by Tachoir and seconded by Zimmerman was passed unanimously to pay the bills for November.

**SECRETARY NOTES:** Secretary Bey Pollock gave a detailed report of all secretarial happenings beyond the daily duties for the month.

**PUBLIC COMMENT:** Supervisor Zimmerman suggested placing stone on Sheffield Junction to alleviate the pot holes and asked about parking the trailer under cover at the township garage.

**ADJOURNMENT:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to adjourn the meeting at 1:10 PM.

Respectfully Submitted,  
Beverly A. Pollock  
**Secretary/Treasurer**