



HOWE TOWNSHIP
Forest County
Regular Meeting
September 11, 2019
6:00 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 6:00 PM and the Pledge of Allegiance recited. Guests present were David Shaffer, Cathy Shaffer, Kay O'Rourke, Stan O'Rourke, Dolores Joshua, Kathy Fiscus, Tom Zimmerman, Jim Miller and Scott Paris.

Public Comment: There was no public comment

AUGUST 14, 2019 REGULAR MEETING MINUTES:

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the August 14, 2019 regular meeting minutes.

AUGUST 2019 TREASURER'S REPORT.

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

ROADMASTER REPORT:

Road Master Rory Summers was not in attendance and there was no formal Road Master Report this month.

ASSISTANT CODE ENFORCEMENT REPORT: Secretary Bev Pollock gave a detailed report including the issuance of one County approved building permit, two county approved demolition permits, the completion of the paperwork for the Bish small flow sewage treatment system, phone calls with concerns about the Sokolowski small flow sewage treatment system, the receipt of copies of sewage permits that were filed at the courthouse and several questions about the building and sewage permitting process.

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OLD BUSINESS:

NEW/ USED TRUCK UPDATE: Secretary Bev Pollock contacted Walsh Equipment and Seigworth to get prices on a used F550 diesel with a dump bed, plow, hydraulics and spreader. Walsh advised that when they get a used vehicle in trade it is normally not in good shape; they provided a price on a new 2019 which was \$88,470.00. Walsh also has trucks available for rent if the township should need one in an emergency. Seigworth is searching for options based on the specs given them and will get the information to us. Secretary Bev Pollock is also monitoring the Municibid site for any that may come up for bid with our specifications.

GARAGE ROOF UPDATE: Secretary Bev Pollock received one bid from Alco Construction in the amount of \$14,700.00. Another contractor in the area has been contacted twice to give a bid but has not done so yet. Secretary Bev Pollock will contact Cavalier Roofing for an estimate as well as check on an ad from the Forest Press advertising metal roofs and estimates.

WATSON FARM ROAD WORK UPDATE: Because of the time involved lowering the line on Watson Farm Road and the date deadlines for any seal coating this work will not be completed in 2019 but will be put back out for bid with the 2020 highway bids.

GARAGE FURNACE UPDATE: The new furnace has been installed by A&B Heating. Issues with not being able to start it up were resolved and it is now in working condition.

ROADWORKER EVALUTION: A discussion was held about Road Worker Scott Paris' probation evaluation. It was decided to hold it on Monday, September 16th at 10:00 AM at the township garage.

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OLD BUSINESS continued:

SOKOLOWSKI SMALL FLOW SEWAGE TREATMENT RESOLUTION: The DEP paperwork for this system was put on hold pending easement issues. These issues have been resolved and the DEP requested a revised resolution that reflects today's date.

NEW BUSINESS:

EMC INSURANCE RENEW: A motion made by Summers and seconded by Tachoir was passed unanimously to have Secretary Bev Pollock work with Calvert Pearson Insurance to renew the building, liability and vehicle insurance with EMC. This renews in November.

2020 BUDGET OBLIGATIONS:

1. A motion made by Tachoir and seconded by Shaffer was passed with 2 yes votes and one abstention to give Road Master Rory Summers a \$1.00/hour raise in 2020. A motion made by Tachoir and seconded by Summers was passed unanimously to give Road Worker Scott Paris and Secretary Bev Pollock each a \$1.00/hour raise in 2020.
2. A motion made by Summers and seconded by Shaffer was passed unanimously to approve the pension minimum municipal obligation at 6% for 2020.
3. A full review of the temporary 2020 budget was conducted at a workshop held prior to the September 11, 2019 meeting.

ESM TRAINING: A motion made by Summers and seconded by Tachoir was passed unanimously to have the road crew take ESM training in order for the township to qualify for funding. Secretary Bev Pollock will contact the Planning and Conservation District to obtain specifics for this training.

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ROADWORKER WAGES: A motion made by Tachoir and seconded by Summers was passed unanimously to approve payment of wages at the current rate to Road Worker Scott Paris for 9/3/19 and 9/10/19 while he was taking his CDL tests required by the township.

NEW BATTERIES: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the purchase of two new batteries from Riverhill Battery Warehouse for the office battery backup at a cost of \$57.50 and to reimburse Secretary Bev Pollock for mileage to and from Riverhill.

EXCAVATOR PAYOFF: A discussion was held about paying off the excavator before year end at a cost of \$6,802.72. This subject was tabled until a future meeting.

BILLS TO PAY: A motion made by Summers and seconded by Shaffer was passed unanimously to pay the bills for September.

SECRETARY NOTES: Secretary Bev Pollock gave a detailed report of all secretarial happenings for the month.

PUBLIC COMMENT: Residents from Mayburg were in attendance asking for the Township's support in resolving the bridge issue. Tom Zimmerman asked if the radios purchased were new or repaired – they were repaired and new batteries, antenna's and microphones were purchased. He also suggested asking Walsh if they have a rent to own option for a new truck. Kay O'Rourke questioned as to whether the broken ditcher part would be covered under our insurance

ADJOURNMENT: A motion made by Shaffer and seconded by Tachoir was passed unanimously to adjourn the meeting at 6:50 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer