

HOWE TOWNSHIP
Forest County
Regular Meeting
September 9, 2020 6:00 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 6:05 PM and the Pledge of Allegiance was recited, guests present was Stan O'Rourke, Kay O'Rourke and Scott Paris.

Public Comment: There was no public comment.

AUGUST 12, 2020 REGULAR MEETING MINUTES:

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

AUGUST 2020 TREASURY REPORT:

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

ROADMASTER REPORT: Bev Pollock gave the following report supplied by Road Master Rory Summers:

T371 Job Corps Road: Road is in good condition. All mowing, ditching and grading has been done. A small area still needs cleaned where ditch work is needed (new tail ditch). All cross pipes are in good working order.

T373 Watson Farm Road: Road is in fair condition. All millings have been hauled and applied to the road base. Road has been graded and rolled multiple times. All mowing and ditching have been done. All cross pipes are in good working order.

T374 Sheffield Junction: Road is in fair condition. All grading and mowing have been done. There are still some areas where the ditch was filled in that need attention. There are multiple cross pipes that need fixed/replaced. Tail ditches have been cleaned and there are two that were previously cleaned that need additional attention. Pipes and tail ditches will be fixed in the next week.

HOWE TOWNSHIP
Forest County
Regular Meeting
September 9, 2020 06:00 PM

ROAD MASTER REPORT cont.

T327 Duhring Road: Road is in fair condition. Millings were hauled to the road and are being used to fix bad spots. There are two small sections that still need scar-fired and millings need to be applied. All mowing has been done as well as the ditching. All cross pipes are in good working order.

T368 Cooper Tract Road: Road is in fair condition. All of the mowing and ditching has been completed. There are a couple of inlets that need cleaned due to a recent storm. All cross pipes are in good working order.

T370 Byromtown Road: Road is in good condition. There was a small area that washed out and was fixed today. All ditching and mowing have been completed. All cross pipes are in good working order.

BROOKSTON: The secretary received two call from residents in Brookston reporting a sluice pipe issues in the area of Fork Run and Bean Farm that causes problems especially in the winter. There are also some large pot holes on the roads and residents are requesting that they be fixed.

MAINTENANCE: A discussion was held about the purchase of cold patch. Supervisor Zimmerman received pricing from Hei Way and is exploring transportation methods to get it to the township garage. An area to store the cold patch is being constructed using recently acquired jersey barriers. The purchase of anti-skid was also discussed. A motion made by Zimmerman and seconded by Shaffer was passed unanimously to purchase 200-250 tons of anti-skid from Allegheny Aggregate at a cost of \$6.50 a ton. Delivery and trucking costs are being researched.

ASSISTANT CODE ENFORCEMENT REPORT: Secretary Beverly Pollock gave a detailed report on code enforcement issues for the past month which included the issuance of three road permits with payments received at the time of issuance. The response to several PA one call tickets, ongoing discussions with Todd Fantaskey and parties involved in a property dispute, calls about buying property in the township and sub-divisions and various other questions about township rules and regulations. A call was also received with a complaint about the ATV's on Duhring Road using excessive speed and running at all hours of the day and night. A motion made by Shaffer and seconded by Tachoir was passed unanimously to have secretary Beverly Pollock compose a letter about this complaint and send it to the Forest Lodge by registered mail.

HOWE TOWNSHIP
Forest County
Regular Meeting
September 9, 2020 06:00 PM

OLD BUSINESS:

PAINTING OF TOWNSHIP OFFICE: Painting of the township office began the week of August 29th. Bad boards have been replaced, building was pressure washed and scraped and as of 8/12/2020 two sides have been completed.

ELECTRONICS DISPOSAL: A discussion was held about a new disposal business in Clarendon, PA that will take TV's at a cost of \$10 each (possibly more for bigger models) Secretary Bev Pollock will call the company to get specifics and then schedule a time to take the items from the township garage.

ROAD WORKER SPREADSHEETS: A discussion was held about the use of the road worker spreadsheets. Supervisor Zimmerman will meet with the road crew to go over the sheets and get suggestions for any changes needed. A discussion was also held about implementing a rule for failing to turn in the weekly sheets, once any changes have been made and a start date decided upon this rule implementation will be revisited.

NEW TRUCK MODIFICATIONS: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to approve an additional estimate from Simo Welding for work on the sub frame for \$1,276.86. Included in this motion was an additional \$2,200.00 for sand-blasting and painting the bed from the old truck to be used on the new one.

NEW BUSINESS:

EMC INSURANCE RENEWAL: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the renewal of building/liability/vehicle insurance with EMC through Calvert Pearson Insurance when it comes due in November.

2021 BUDGET OBLIGATIONS: Employee raises were approved at the August 12, 2020 meeting. A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the pension minimum municipal obligation of 6%. The 2021 temporary budget expenditure estimates were also briefly reviewed. A full review will be performed at the October 14, 2020 meeting.

HOWE TOWNSHIP
Forest County
Regular Meeting
September 9, 2020 06:00 PM

NEW BUSINESS continued:

FOREST GOLD ENTERPRISES: A motion made by Zimmerman and seconded by Shaffer was passed with 2 voting yes and one abstention to approve paying Forest Gold Enterprises for the use of their truck to transport equipment for the township at a cost of \$75.00/hour and pay the current IRS mileage rate on an as needed basis. A second motion made by Shaffer and seconded by Zimmerman was passed with 2 voting yes and one abstention to purchase nine jersey barriers from Forest Gold Enterprises at a total cost of \$1,000.00.

CLIP BOARDS: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to purchase 2 waterproof clip boards for the township garage.

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

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

SUPERVISOR CORRESPONDENCE: There was no supervisor correspondence for the month.

PUBLIC COMMENT: Kay O'Rourke asked if there were meters on the fuel pumps at the garage to keep track of use. Road worker Scott Paris reported that there are meters. She also reported that Jefferson Paving has an area on their website where you can submit your requests for pricing and they will respond to the request.

ADJOURNMENT: A motion made by Tachoir and seconded by Shaffer was passed unanimously to adjourn the meeting at 7:40 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer