
HOWE TOWNSHIP

Forest County

Regular Meeting

July 16, 2025

3:30 PM

Rescheduled from 7/9/2025 for lack of quorum.

ADMINISTRATION PRESENT:

Supervisors:

Steven E. Tachoir, Chairman

Richard Shaffer, Vice Chairman

Thomas P Zimmerman, Supervisor

Secretary/Treasurer/Asst.Code Enforcement:

Beverly A. Pollock

The meeting was called to order at 3:30 PM and the Pledge of Allegiance was recited. Guests present were Road Master, Mason Albaugh and Joe Pasky.

PUBLIC COMMENT: There was no public comment.

JUNE 11, 2025 REGULAR MEETING MINUTES:

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the minutes for the June 11, 2025 meeting.

JUNE 2025 TREASURY REPORT: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the June 2025 Treasury report.

ROADMASTER REPORT: The month of June was spent clearing trees, cutting grass at the township facilities as well as along the township roads. Grading and repairing has been started on various township roads.

CODE/ASST. CODE ENFORCEMENT OFFICER REPORT:

Beverly Pollock gave the following report which included the issuance of one road permit with payment received, payment for loads from a Type one permit, numerous calls with building permit questions, several PA 1 call responses and filing drilling notices.

OLD BUSINESS:

RESOLUTION 25-2: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to adopt Resolution 25-2 amending the vacation policy for the township.

SECRETARY/TREASURER POSITION: Thirty-one resumes have been received for this position; Secretary Bev Pollock reviewed all resumes and recommends several candidates to be interviewed. A motion made by Zimmerman and seconded by Shaffer was passed unanimously to schedule interviews with the candidates starting on July 24th.

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NEW BUSINESS:

AFA DONATION REQUEST: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to make a donation to the AFA in the amount of \$500.00.

TOWNSHIP BRIDGE INSPECTION RESULTS: A motion made by Tachoir and seconded by Zimmerman was passed unanimously to contact township appointed engineer Mark Corey and Associates about the results of the recent inspection of a bridge in Brookston.

BILLS FOR APPROVAL: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the bills to pay for the month of July.

SECRETARY NOTES: Secretary Bev Pollock gave a detailed report of all correspondence and happenings during the last month beyond the normal daily duties.

PUBLIC COMMENT: Joe Pasky brought up a discussion at the COG meeting of finding a new representative for Forest County on the AFA board. Supervisor Zimmerman asked about upcoming road work – specifically the pot holes on Job Corps and the plans for ditching the township roads. Road Master Mason Albaugh answered these questions. It was also suggested that the supervisors perform an inspection of the township roads.

ADJOURNMENT: A motion made by Zimmerman and seconded by Tachoir was passed unanimously to adjourn the regular meeting at 4:18 PM.

Respectfully submitted,
Beverly Pollock
Secretary/Treasurer/Assistant Code Enforcement Office