
HOWE TOWNSHIP

Forest County
Regular Meeting
February 10, 2016
1:00 PM

ADMINISTRATION PRESENT.

Supervisors: Secretary/Treasurer/Code Enforcement:
Robert A. Summers, Chairman/Roadmaster Marjorie E. Villarreal
Frank W. Polovich, Vice Chairman
Robert E. Shaffer

The meeting was called to order and the Pledge of Allegiance recited.. Rory Summers, Roadworker, was the only guest present.

DECEMBER 9, 2015 MEETING MINUTES.

Villarreal was told to put the December 9, 2015 Meeting minutes on the next agenda for approval after making corrections.

JANUARY 4, 2016 ORGANIZATION AND REGULAR MEETING.

A motion made by Summers and seconded by Polovich was passed unanimously to approve the January 4, 2016 Organization and Regular Meeting minutes.

DECEMBER AND JANUARY TREASURER'S REPORT.

A motion made by Shaffer and seconded by Polovich was passed unanimously to approve the December 2015 Treasurer's report.

A motion made by Shaffer and seconded by Polovich was passed unanimously to approve the January 2016 Treasurer's Report.

ROADMASTER REPORT.

Bob Summers, Roadmaster, said they have been plowing snow off roads this month. He said the Roadcrew has been working in the right-of-way on T327 Duhring Road to cut away small trees. He said it was an area that the road berm needs repaired. He said they patched and repaired the oil pan on the Ford 550. Summers said the limestone anti-skid works good on the roads.

CODE ENFORCEMENT REPORT.

Marjorie Villarreal, Code Enforcement Officer, said she permitted a renewal for over weight vehicles for North East Hardwoods for three months for T358, Beaver Meadows Road. She said Zuzek Lumber Co. received three month road permits for T368 Cooper Tract Road. She said Allegheny Wood Products received two 6 month permits for to travel T371 Job Corps Road and T358 Beaver Meadows Road. Villarreal said Cutting Edge Resources got a three month permit for T358 Beaver Meadows Road. She said Pennsylvania General Energy paid for yearly permits to use T371 Job Corps Road and T358 Beaver Meadows Road.

CODE ENFORCEMENT REPORT CONTINUED.

Villarreal said Doug Fordyce applied for a building permit to cover his trailer and build a porch on it at his property on Nelson Road in Brookston. She said Steve Kashmer had his Engineer mail a copy of his Flood Elevation Level Certificate to the township in completion of the requirements to his building a house in the floodplain in Balltown.

A motion made by Summers and seconded by Polovich was passed unanimously to approve Kashmer's building permit upon approval from Donna Zofcin, Director, Forest County Planning and Conservation Department.

PAID TIME OFF.

Summers said he called Andrea Stapleford, Solicitor, about paid time off and she said the township could change sick time and vacation time to paid time off if they wanted. He said he also received a Employment Policy Manual from her office.

D.D.T.A. SERVICES DRUG FREE WORKPLACE AGREEMENT.

A motion made by Summers and seconded by Shaffer was passed unanimously to adopt the D.D.T.A. Services Drug Free Workplace Agreement.

CLOSING INVEST ACCOUNTS.

A motion made by Summers and seconded by Polovich was passed unanimously to close the INVEST accounts, which are the General Fund, Forestry Fund, Vehicle Fund and State Fund.

TOWNSHIP CLEAN UP.

A motion made by Summers and seconded by Polovich was passed unanimously to hold the Township Clean Up June 11, 2015 from 8 AM to 2 PM and rent a compactor from Advance Disposal.

CLUSTER FLY SERVICE.

A motion made by Summers and seconded by Polovich was passed unanimously to approve to sign for Cluster Fly service for the office municipal building for \$245.00.

NEW EMPLOYEE RAISE AND EVALUATION..

A motion made by Shaffer and seconded by Polovich was passed unanimously to evaluate Rory Summers, Roadworker, by the Board of Supervisors at three months and at six months for a raise.

BILLS TO PAY.

A motion made by Shaffer and seconded by Polovich was passed unanimously to pay the bills.

ADJOURNMENT.

A motion made by Summers and seconded by Shaffer was passed unanimously to adjourn the meeting at 2:00 PM.

Respectfully submitted,

Marjorie E. Villarreal
Secretary/Treasurer/Code Enforcement Officer

UNAPPROVED