



HOWE TOWNSHIP

Forest County
Regular Meeting
August 10, 2016
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman/Road Master
Frank W. Polovich, Vice Chairman
Robert E. Shaffer

Secretary/Treasurer/Code Enforcement:

Marjorie Villarreal

Assistant Secretary:

Kay M. O'Rourke

The meeting was called to order and the Pledge of Allegiance recited. Guest present were Stan O'Rourke, Rory Summers Road worker and Sarah Summers.

EXECUTIVE SESSION.

Executive session was held Thursday, August 4th pertaining to a possible lawsuit by an employee.

JULY 13, 2016 MEETING MINUTES.

A motion made by Summers and seconded by Polovich was passed unanimously to approve the July 13, 2016 Regular Meeting minutes.

JULY TREASURER'S REPORT.

July Treasure's Report could not be approved will be put on the next month agenda.

ROADMASTER REPORT

Road worker Rory Summers gave the Road master report:

T327 Duhring, replaced three 12" concrete pipes with 24" CPP, cold patched over pipes and cleaned all tail ditches.

T373 Watson Farm, graded, tar and chip sections. Had IA use vibratory roller on it. Worked good.

Mowed all of T373, also cold patched all potholes.

T374 Sheffield Junction, mowed three passes.

T371 Job Corp, mowed 2 passes the whole way to Abraxas.

T333 and T372 Brookston, weed wacked around bridges and signs.

T370 Byromtown, mowed all of the road..

CODE ENFORCEMENT REPORT

Marjorie Villarreal, Code Enforcement Officer, Issued a Building permit to Don Henry, Permit No. 737. A motion made by Summers and seconded by Shaffer was passed unanimously to approve the building permit.

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PURCHASE SAFETY CLOTHES

A motion made by Shaffer and seconded by Polovich was passed unanimously to purchase shirts and sweatshirts for the road worker employees for approximately \$112.00.

FOREST COUNTY LST

A motion made by Polovich and seconded by Shaffer was passed unanimously to pay the overpayment to Forest County LST office, the final payment of \$2,925.02.

HEADWATER TRAIL.

A motion made by Polovich and seconded by Summers, Shaffer voting no, to send a letter to Headwater Trail and put in our letter (Please be advised hiking and biking only)

MARIENVILLE VOLUNTEER FIRE AGREEMENT

A motion made by Summers and seconded by Shaffer was passed unanimously to approve, sign and pay the 2016 Marienville Volunteer Fire Agreement for \$3,000.00.

SECRETARY PURCHASE,

No motion was made for the Secretary to purchase a standing desk converter for \$135.00.

EXECUTIVE SESSION.

Chairman Summers announced that they would have an executive session with Secretary Villarreal, he then asked Villarreal if she would prefer to have a private session or a public session, Villarreal choose to have a private session.

SECRETARY ADMINISTRATIVE LEAVE.

A motion was made by Summers and seconded by Polovich was passed unanimously to put the Howe Township Secretary Villarreal on administration leave with pay at 26 hours per week for an indefinite period of time.

APPOINT A SECRETARY/TREASURER

A motion was made by Summers and seconded by Polovich was passed unanimously to appoint Kay O'Rourke as Howe Township Secretary/Treasurer she will work 32 hours a week until December 31, 2016.

BILLS TO PAY.

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

ADJOURNMENT.

Motion to adjourn the meeting at 2:00 PM.

APPROVED