



**HOWE TOWNSHIP**  
**Forest County**  
Regular Meeting  
March 08, 2017  
12:30 PM

**ADMINISTRATION PRESENT.**

Supervisors:	Secretary/Treasurer
Robert A. Summers, Chairman (not present)	Beverly Pollock
Robert E. Shaffer, Vice Chairman	
Steven E Tachoir	Asst. Secretary Kay O'Rourke

The meeting was called to order at 12:30 PM and the Pledge of Allegiance recited. Guests present were Stan O'Rourke, Kay O'Rourke, Dan Valentine, Sabra Pasky, Joe Pasky, Jim Holden, Morgan Holden, Suzanne Leonberg, David Leonberg and Priscilla Newpher.

**Public Comment:** Jim Holden spoke about wanting an agreement with Howe Township to spread brine on Township Roads. He left his contact information.

**February 8, 2017 REGULAR MEETING.**

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the February 8, 2017 Regular Meeting minutes.

**FEBRUARY 2017 TREASURER'S REPORT.**

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the February 2017 Treasurer's report.

**ROADMASTER REPORT.**

- T368 Cooper Tract Road:** Road is in good condition. Minor potholing. Also removed several trees due to high winds. Starting to get soft due to warm spell.
- T371 Job Corps Road:** Road in poor condition. Warming trend has softened the road considerably. Significant potholing and rutting. Hauled 10 loads of 2B limestone to potholed areas. Need to discuss potential closure if warming trend continues.
- T370 Byromtown Road:** Good condition, nothing major to report
- T327 Duhring Road:** Road in good condition, some tree removal required last month along with plowing. Nothing major to report.
- T374 Sheffield Junction:** Poor condition, road has been temporarily closed due to softening of surface and sub-surface.
- T373 Watson Farm Road:** Good Condition, some minor potholing. Road surface is holding up well.

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**Road Master Report continued:** Bev Pollock gave details of the decision to close Sheffield Junction including Road Master Rory Summers recommendation and phone calls to Bob Summers and Steve Tachoir to gain approval for the closing.

**Code Enforcement/Assistant Code Enforcement Report:** Issued 2 Type 2 road permits to Minard Run Oil in Bradford for T371 and T358, received payment on 2/21/17, Spoke with NE Hardwood as to when their current permits expire and the decision to renew based on road and weather conditions, gave out a building permit application to Ray Nordin who will be working on a seasonal cabin on Route 666, issued a building permit extension to Karen Mazza. Permit was originally issued in December 2015 but the work was never started/completed due to medical reason, payment was received the same day. Issued 2 Type 2 road permits to PGE for T371 and T358 and received payment on 2/24/17.

**OLD BUSINESS:**

**RESOLUTION 17-2 AND 17-3:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve attorney reviewed resolutions to the employee handbook 17-2 and 17-3.

**SECRETARY RAISE:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve a raise of .50/hour for secretary Beverly Pollock retroactive back to pay period 8.

**TOWNSHIP CLEANUP DAY:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the estimated expenses of \$810.00 plus fuel for Advanced Disposal and .55/lb and .35/lb for ECS&R to collect the electronics at the annual Howe Township Cleanup day on June 3, 2017.

**NORTHWEST BANK UPDATE:** Two savings accounts closed, one transferred to NW Forestry Fund and the other transferred to the NW General fund to purchase the "new" Ford Ranger.

**NEW BUSINESS:**

**OFFICE SUPPLIES:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the purchase of the following office supplies: 400 Time cards at a cost of \$22.98, PNY 128GB Flash drive at a cost of \$49.99 and a Fellowes cross cut shredder at a cost of \$119.99.

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**FEE TO DISPOSE ELECTRONICS:** A motion to discuss charging for the disposal of electronics at the Howe Township Cleanup day was tabled until the April 2017 meeting.

**FOREST COUNTY ASSOCIATION PAYMENT:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to pay the \$800.00 owed to the Forest County Association for dues and contributions for the years of 2013-2016. Howe Township to be reimbursed by the Bond Insurance.

**HIGHWAY BIDS:** A motion to discuss 2017 Highway bids was tabled until the April 2017 meeting.

**MARIENVILLE VFD 2017 FIRE PROTECTION AGREEMENT:** A motion made by Tachoir and seconded by Shaffer was passed unanimously to accept the 2017 Fire protection agreement from the Marienville VFD. The agreement sent referenced the incorrect township so it was not signed. Secretary Bev Pollock contacted the fire department to request new paperwork for signatures.

**ESM CLASS:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to register Road Master Rory Summers and future road worker Travis Langworthy for a free ESM class held in Benezette on March 22nd and 23rd.

**GENERATOR:** A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve a call to have someone service the generator at the Howe Township office.

**BILLS TO PAY.**

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the bills to pay for March 2017.

**SECRETARY NOTES:** A detailed listing of calls, visitors, meetings and emails for 2/9/17 - 3/8/17 was given to the supervisors for review.

**CORRESPONDENCE:** A letter from the USFS was received detailing their plans for a new foot bridge along Blue Jay Creek.

A donation request for East Forest High School was received asking for a donation for their upcoming trip to Nashville, TN. A motion made by Shaffer and seconded by Tachoir was passed unanimously to give \$100.00 to East Forest High School.

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**Public Comment:** Kay O'Rourke spoke about having a Supervisor sign all employee time cards for approval of time. Steve Tachoir will be the Supervisor responsible for signing and approving time cards. Kay also spoke about having an inventory done at the Howe Township garage, it was decided that this should be done once Travis Langworthy begins work. Kay spoke about the article in the paper about Sheffield Township wanting to change their fire contract with Howe township - possibly charging a minimum amount and then a separate charge per incident.

Dan Valentine questioned whether brine spreading on Sheffield Junction in the past could have contributed to the recent closing of the road.

Joe and Sabra Pasky had questions on what could be done about the excessive shooting in Brookston, a letter had been sent in January to the owners of the camp along with a copy of the ordinance but they were recently back in the area and continued to shoot. They asked if a copy of the ordinance could be posted on the Welcome to Brookston sign or perhaps some sort of more permanent signage stating that there is a shooting ordinance in Howe Township. Others in attendance recommended calling the State Police when the shooting is after dark and excessive.

Suzanne and David Leonberg, the new owners of the Forest Lodge returned keys that were left at the lodge by the former owner and former supervisor Frank Polovich and also requested a copy of Howe Township Transient Merchant ordinance.

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A motion made by Tachoir and seconded by Shaffer was passed unanimously to adjourn the meeting at 1:35 PM.

Respectfully submitted,

Beverly A. Pollock  
Secretary/Treasurer/Asst. Code Enforcement

APPROVED