

HOWE TOWNSHIP
Forest County
Regular Meeting
May 10, 2017
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman

Robert E. Shaffer, Vice Chairman

Steven E Tachoir

Secretary/Treasurer

Beverly Pollock

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 and Kay O'Rourke.

Public Comment:

There was no public comment.

APRIL 12, 2017 REGULAR MEETING.

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the April 12, 2017 Regular Meeting minutes.

APRIL 2017 TREASURER'S REPORT.

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

ROADMASTER REPORT.

T368 Cooper Tract Road: Ditches washed out and lots of trees down due to the recent storm. All trees have been removed and all ditches cleaned. Road will be graded this month.

T371 Job Corps Road: Road is in fair condition. Considerable potholing in areas. Road will be graded this week. Ditches have washed out due to heavy rains.

T327 Duhring Road: Road is in good conditions. Potholes have been patched. Under drain will be installed this month.

T374 Sheffield Junction: Road is in fair condition. Potholes have been patched. Ditches are in working order. Need to grade this month.

T370 Byromtown Road: Road is in fair condition. Trees were removed after the storm. Potholes have been patched.

HOWE TOWNSHIP
Forest County
Regular Meeting
May 10, 2017
12:30 PM

T373 Watson Farm Road: Road is in fair condition. Potholes have been patched. All ditches and pipes are in good working order. Road needs graded in sections.

T372, T333 and T360 Fork Run, Bean Farm and Townline Roads: Heavy damage to trees and telephone poles due to storm. All trees have been cleaned up and the power company has fixed all of the lines.

Code Enforcement/Assistant Code Enforcement Report:

A Type 1 road permit was issued to Aiello Brothers for Byromtown Road, the fee of \$50.00 was received on 4/12/17 and the usage fee of \$50.00 was received on 4/25/17.

On 4/17/17 we met with Todd Fantaskey and Paul Bensing to go over the instructions for a Holding Tank Maintenance Agreement to be filed at the Forest county Recorder of Deeds. The filing fee of \$28.50 was received on 4/25/17, the agreement was signed by the BOS and sent to the recorder of deeds on 5/11/17.

On 4/20/17 I received a building permit application from Ray Nordin for the Falkenstern family. The fee of \$20.00 was also received on 4/20/17. Permit is on hold pending the receipt of the Storm water fee of \$25.00 and a review of the sewage system with Todd Fantaskey and Ray Nordin. Sewage was passed per Todd Fantaskey and the storm water fee was received on 5/3/17. The application was sent to Donna Zofcin and approved. The placard has been created and notification has been sent to the applicant.

On 4/21/17 I received a Type 2 road permit application from Kane Hardwood/The Collins Company. Payment of \$250.00 was received on 5/17/17 and the permit was issued.

On 4/25/17 I emailed a Type 2 road permit application to Sugar Grove Lumber, Inc for a 3 month road permit on Job Corps Road. The fee of \$250.00 was received and permit was issued on 4/26/17.

On 4/27/17 an excessive garbage complaint letter signed by Code Enforcement Officer Rory Summers was sent to Ann Van Tassel for one of her rental properties in Brookston.

HOWE TOWNSHIP
Forest County
Regular Meeting
May 10, 2017
12:30 PM

Code Enforcement/Assistant Code Enforcement Report cont.:

On 4/28/17 I gave a building permit application to seasonal resident Robert Jermalowski for his cabin on Route 66. Application was filled out and returned to the office on 5/5/17 with both the permit fee and storm water management fee. Application was sent to Donna Zofcin and approved on 5/5/17. Placard was created and Mr. Jermalowski was notified that it is ready for pickup at the Howe Township Office.

A motion made by Summers and seconded by Tachoir was passed unanimously to approve the Code Enforcement/Assistant Code Enforcement report given.

OLD BUSINESS:

2017 HIGHWAY BIDS: A motion made by Summers and seconded by Shaffer was passed unanimously to award the 2017 Highway Bids to the following:

150 Tons DSA Limestone @ 27.07/ton for a total of \$4,060.50 delivered to the garage by 6/15/17 to Jefferson Paving.

300 Tons AASHTO No. 8 Limestone @ 29.30/ton for a total of \$8,790.00 delivered to the garage by 8/31/17 to IA Construction.

300 Tons AASHTO No. 57 Limestone @ 25.66/ton for a total of \$7,698.00 delivered to the garage by 6/15/17 to Jefferson Paving.

22,270 SY Bituminous Seal Coat, Special - the Special to this item is the use of MC-70 and the stone to be used is No. 8 Limestone @ 1.55 SY for a total of \$34,518.50. Work to be completed by 7/31/17 to Jefferson Paving.

NEW BUSINESS:

DIRT AND GRAVEL ROAD PROJECT GRANT: A motion made by Summers and seconded by Tachoir was passed unanimously to sign the contract for the Dirt and Gravel Road project grant.

NWS 25% FUND CD: A motion made by Summers and seconded by Tachoir was passed unanimously to roll the NWS 25% Fund CD in to an Insured Money Market account or the best insured alternative upon maturity on June 18, 2017.

HOWE TOWNSHIP**Forest County****Regular Meeting****May 10, 2017****12:30 PM****NEW BUSINESS continued:**

SECRETARY 6 MONTH REVIEW: The secretary review was held during the regular meeting. A motion made by Summers and seconded by Shaffer was passed unanimously to raise the secretary wages from \$15.00/hour to \$15.70/hour beginning with the next pay period.

HOWE TOWNSHIP CLEANUP DAY ADVERTISING: A motion made by Summers and seconded by Tachoir was passed unanimously to advertise the date of the Howe Township cleanup day in the Forest Press including the \$10.00 fee for large electronics.

ROADMASTER WAGES; A motion made by Shaffer and seconded by Tachoir was passed with 2 voting yes and one abstaining to pay Road Master Rory Summers his regular wages for his attendance at the 2017 PSATS Annual Convention in Hershey on April 24, 25 and 26.

SECRETARY BUDGET CLASS: A motion made by Summers and seconded by Shaffer was passed unanimously to approve sending secretary Beverly Pollock to the class "Developing and Managing you Municipal Budget" held in Butler on June 20, 2017 from 8:30 AM to 4:00 PM at a cost of \$80.00.

PURCHASE OF CHAPS: A motion made by Summers and seconded by Shaffer was passed unanimously to purchase a pair of chaps for road worker Travis Langworthy and to enforce the wearing and use of safety clothes and equipment while working.

SEASONAL HIRE FOR GARAGE MOWING: A discussion was held about hiring Dan Ruhlman to do the mowing and weed eating at the Howe Township Garage along with any other odd jobs that would need done there. A motion made by Shaffer and seconded by Summers was passed unanimously to hire Dan Ruhlman at a wage of \$8.00/hour with Rory Summers in charge of contacting for the mowing/weed eating when needed during regular working hours at the shop and with the stipulation that he punches in and out at the time clock to keep track of time worked. Payment for services will either be as a vendor or through payroll pending confirmation from our Insurance agent as to whether he would be covered under our policy.

PURCHASE OF COLD PATCH: A motion made by Summers and seconded by Shaffer was passed unanimously to purchase 2 tons of cold patch at an estimate of \$140.00/ton. The information on this cold patch was found at the recent PSATS Convention in Hershey.

PURCHASE OF CALCIUM CHLORIDE: The purchase of calcium chloride was tabled until a future meeting.

_____5

HOWE TOWNSHIP

Forest County

Regular Meeting

May 10, 2017

12:30 PM

BILLS TO PAY.

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

SECRETARY NOTES: A detailed listing of calls, visitors, meetings and emails for 4/13/17 - 5/12/10 was given to the supervisors for review.

SUPERVISOR MAIL/CORRESPONDENCE: There was no Supervisor Mail/Correspondence discussed.

PUBLIC COMMENT: Kay O'Rourke spoke about the need for a meeting with Jeff Elder of the UCC Codes and when they come in to play. She also spoke about the need to be conscious of the tight budget we are under and to give the Secretary a heads up before ordering any supplies. She also suggested the Dan Ruhlman could work on doing an inventory at the garage of tools and such.

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

Respectfully submitted,

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