
HOWE TOWNSHIP

Forest County

Regular Meeting

June 14, 2017

12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman

Robert E. Shaffer, Vice Chairman

Steven E Tachoir

Secretary/Treasurer

Beverly Pollock

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.

May 10, 2017 REGULAR MEETING.

A motion made by Summers and seconded by Tachoir was passed unanimously to approve the May 10, 2017 Regular Meeting minutes.

May 2017 TREASURER'S REPORT.

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

ROADMASTER REPORT.

T368 Cooper Tract Road: Needs graded, road is in working order, ditches need cleaned out.

T371 Job Corps Road: Road is in good condition and 3/4 of the road has been graded.

T327 Duhring Road: Cold patching is being done on this road and is almost completed.

T374 Sheffield Junction: Road is in good condition. Road has been graded and there are no issues.

T370 Byromtown Road: Road has been milled, rolled and graded. 1500 tons of 2RC limestone has been added to the road base.

HOWE TOWNSHIP
Forest County
Regular Meeting
June 14, 2017
12:30 PM

T373 Watson Farm Road: Road has been milled, shaped and rolled.

T372, T333 and T360 Fork Run, Bean Farm and Townline Roads: Need cold patched, everything else looks good.

Mowing needs done on all roads. Ford Ranger is being inspected, F550 will go next week for inspection and the International was inspected earlier in June. It was decided that the TV's from the Township Cleanup day will be taken to ECS&R in Meadville and should all fit in the Ford Ranger.

Code Enforcement/Assistant Code Enforcement Report:

5/11/17 Type 2 road permit issued to Allegheny Hardwood for Beaver Meadows and Job Corps roads for 6 months each. Payment was received on 6/2/17.

5/11/17 a building permit was issued to Bob and Sally Summers for a greenhouse. Permit was approved by Donna Zofcin and payment was received the same day.

5/11/17 a Type 1 road permit was issued to Duffy for Duhring road. Payment was received and actual permit issued on 5/18/17.

5/16/17 Type 2 road permit was issued to Matson Lumber for Watson Farm road for 3 months. Payment was received on 5/22/17 and permit was issued.

5/24/17 issued a building permit to a seasonal resident for an exact replacement of a deck on their camp. The permit was approved by Donna Zofcin and payment was received on 6/1/17.

5/30/17 received another complaint about excessive garbage and rodents at a rental property in Brookston. The person complaining will send pictures and I will send a letter to the owner of the property.

5/30/17 Received a call from a seasonal resident about their holding tank permit filing and the status of the paperwork at the courthouse. Paperwork was recorded and Todd Fantaskey was given the approval to issue the permit.

HOWE TOWNSHIP
Forest County
Regular Meeting
June 14, 2017
12:30 PM

Code Enforcement/Assistant Code Enforcement Report cont.:

6/7/17 issued a renewal of a road permit to North East Hardwoods for Beaver Meadows road for 3 months, received payment the same day.

6/7/17 Received a call from a seasonal resident concerning building permit requirements.

Secretary Beverly Pollock will call Matson Lumber after receiving complaints about the excess speed of the logs trucks on Watson Farm Road.

OLD BUSINESS:

Northwest Bank CD update: CD matures on 6/19/17, there is a 7 day grace period to make any changes. Secretary Beverly Pollock will contact Shelley Steffan at NW on 6/19/17 to make the changes and will need signatures within that 7 days for authorized signatories on the new account.

Brine Spreading Application: Bob Summers will check on the status of the Brine Spreading Application.

Prudential Stock - A motion made by Shaffer and seconded by Tachoir was passed with one abstaining to sell the Prudential stock and deposit the proceeds in PMRS Pension plan splitting it among the participants by percentages based on years of service.

NEW BUSINESS:

Bond Claim: Paperwork was received from Stapleford and Byham concerning the Bond Claim. Bob Summers will sign this paperwork in the presence of a Notary and this will be sent back to Stapleford and Byham to forward to the Insurance Company in order to receive our check.

Notary Service: A discussion was held about Secretary Beverly Pollock becoming a Notary Public. It was decided to put this in the budget for 2018.

HOWE TOWNSHIP**Forest County**

Regular Meeting

June 14, 2017

12:30 PM

NEW BUSINESS continued:

VERIZON WIRELESS: A motion made by Shaffer and seconded by Tachoir was passed unanimously to make changes to the existing cell phone plan as follows, pay off the phone that is on the plan - balance is \$286.00 after the current payment and to lower the GB from 4 to 2 at a savings of \$15.00/month. Total month savings \$37.00/month. Any data overages will be paid by Road Master Rory Summers and when an upgrade is available the new device will be purchased by the Road Master and the plan will be paid by the Township.

SALE OF OLD FORD RANGER: A motion made by Shaffer and seconded by Summers was passed unanimously to sell the 1997 Ford Ranger to Travis Langworthy at a cost of \$150.00 contingent on the sale being legal based on the threshold of the item having a value of \$1500.00 or less at which time it does not have to be advertised or put out for bid. This sale meets the legalities.

GRANT WRITING CLASS: A motion made by Summers and seconded by Tachoir was passed unanimously to pay for the class "Foundations of Grant Writing" for Secretary Beverly Pollock at a cost of \$99.00 and to pay her wages in the form of comp time for the time spent in class. June 6th and 8th from 5:30PM to 8:30PM.

WORKERS COMP INSURANCE: A motion made by Shaffer and seconded by Tachoir was passed unanimously to switch providers for the Workers Comp insurance based on findings presented by Dave Pearson of Calvert Pearson Insurance contingent on the results of the meeting with Matson Insurance on June 21st at 11:00AM

HOWE TOWNSHIP
Forest County
Regular Meeting
June 14, 2017
12:30 PM

BILLS TO PAY.

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

SECRETARY NOTES: A detailed listing of calls, visitors, meetings and emails for 5/11/17 to 6/13/17 was given to the supervisors for review including the creation of a procedure manual by Secretary Beverly Pollock.

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

PUBLIC COMMENT: Rory and Travis will be informed of a downed sign in Brookston and will need to speak with Bob Summers about it. A Meeting will be set up with Calvert Pearson for the September meeting to go over options for the building, liability and auto insurance for Howe Township. A suggestion was made to send a letter to the owner of the property in Brookston at the end of Watson Farm road about excess trash in the yard.

A motion made by Summers and seconded by Tachoir was passed unanimously to adjourn the meeting at 1:48 PM.

Respectfully submitted,

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