

HOWE TOWNSHIP
Forest County
Regular Meeting
October 11, 2017
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman
Robert E. Shaffer, Vice Chairman
Steven E Tachoir - Supervisor

Secretary/Treasurer

Beverly Pollock

A closed executive session was held from 12:00PM to 12:30PM to discuss personnel and budget issues.

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, and Road Master Rory Summers

Public Comment: There was no public comment.

SEPTEMBER 13, 2017 REGULAR MEETING:

A motion made by Summers and seconded by Shaffer was passed unanimously to approve the September 13, 2017 Regular meeting minutes.

SEPTEMBER 2017 TREASURER'S REPORT.

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

ROADMASTER REPORT:

T327 Duhring Road: Good condition, some minor pot holing.

T374 Sheffield Junction: Good condition. All ditches and pipes in working order.

T370 Byromtown Road: Good condition, all ditches and pipes in working order.

T373 Watson Farm Road: Road is in excellent condition.

T368 Cooper Tract Road: Good condition, inlets cleaned. All pipes and ditches in working order.

T371 Job Corps Road: Finishing up Rocky Run Grant Project - clean up, ditch work, etc....

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Code Enforcement/Assistant Code Enforcement Report:

Secretary Beverly Pollock gave the Assistant Code Enforcement Report which included the issuance of six road permits, 2 demolition permit applications, 1 holding tank permit being recorded at the county level and one request for holding tank information which had been referred to Todd Fantaskey. There is also the on-going code violation of a Brookston resident building without a permit and resisting all attempts at contact which is discussed again under old business.

OLD BUSINESS:

REPAIR OF GARAGE WELL TANK AND PUMP: A motion made by Summers and seconded by Shaffer was passed unanimously to approve the repair of the Howe Township garage well tank and pump by Pipeworks at a cost of \$1,395.00.

BROOKSTON WATSONFARM/ROUTE 948 CODE VIOLATION: A motion made by Summers and seconded by Shaffer was approved unanimously to contact Solicitor Andrea Stapleford about the code violation(s) for the Brookston resident building without a permit and having an un-secured refrigerator on his property.

BUILDING, VEHICLE AND LIABILITY INSURANCE: A motion made by Shaffer and seconded by Tachoir was passed unanimously to retain Calvert Pearson Insurance as our broker and EMC Insurance Companies as our provider for building, vehicle and liability insurance coverage for November 2017-November 2018.

NEW BUSINESS:

ADDITIONAL LIBRARY DONATION: No action was taken on the request for an additional donation to the Marienville Library.

2018 BUDGET: A discussion was held about the 2018 budget which will have changes made to it based on the cost savings changes detailed below. Per the budget calendar, it will be tentatively adopted at the November 8, 2017 Township meeting and be advertised at that time.

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NEW BUSINESS continued:

COST SAVING CHANGES: A motion made by Tachoir and seconded by Shaffer was passed with 2 voting yes and 1 abstention to approve the following cost saving measures:

- Cancel the separate fax line at the Howe Township office.
- Do not renew the subscription to Manufacturers and Business Association of PA.
- Comparison shop for pest control services.
- Hold the Township Clean Up day every other year.
- The Road Master will take over the cell phone contract presently paid for by the Township.
- Road Master will work 32 hours per week with full paid benefits.
- Secretary/Treasurer will work 32 hours per week with full paid benefits.
- Supervisors will give up their monthly pay.
- Supervisors will give up their Dental and Vision insurance coverage currently paid by the Township.

STORMWATER MANAGEMENT ADMINISTRATOR: A motion made by Summers and seconded by Tachoir was passed unanimously to continue to have Donna Zofcin be administrator for the Forest County Storm water Management Ordinance.

HEALTH INSURANCE PRESENTATION: A motion made by Summers and seconded by Shaffer was passed unanimously to have Calvert Pearson present options for health, dental and vision insurance on the morning of the November township meeting.

SHEFFIELD VFD CONTRACT: A motion made by Summers and seconded by Shaffer was passed unanimously to sign the fire agreement with Sheffield Township and to agree to trade work/equipment with Sheffield township to work off excess expenses incurred by the Fire Department at an all inclusive rate to be determined at the November Township meeting.

RESOLUTION 17-8 EXCESS LIQUID FUEL TAX FUNDS: A motion made by Summers and Seconded by Shaffer was passed unanimously to approve resolution 17-8 and accept \$1,500.00 excess liquid fuel tax funds from Forest County.

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BILLS TO PAY: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the bills to be paid.

SECRETARY NOTES: A detailed report was given by Secretary, Bev Pollock on all correspondence and happenings during the last month.

SUPERVISOR/SECRETARY MAIL AND CORRESPONDENCE: No Supervisor correspondence was reported. Secretary, Bev Pollock reported on a request for a donation from the Visiting Nurses Association.

PUBLIC COMMENT: Kay O'Rourke advised the supervisors of a property on Job Corps road that is now in the banks hands and is in severe disrepair with trash and downed trees around it. Stan O'Rourke asked for clarification on the changes to the Township Clean up day. The nuisance ordinance will be reviewed and this will be looked in to.

ADJOURNMENT: Meeting was adjourned at 1:30 PM.

Respectfully submitted,

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