

HOWE TOWNSHIP
Forest County
Regular Meeting
September 12, 2018
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

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

Secretary/Treasurer
Beverly Pollock

The meeting was called to order at 12:30 PM and the Pledge of Allegiance recited. Guests present were Todd Glenn, Tom Zimmerman, Lynette Pellish, Ernest Holben, Richard Robinson, Stan O'Rourke and Kay O'Rourke.

Public Comment: There was no public comment on agenda items.

AUGUST 8, 2018 REGULAR MEETING MINUTES :

A motion made by Summers and seconded by Tachoir was passed unanimously to approve the August 8, 2018 Regular meeting minutes.

AUGUST 2018 TREASURER'S REPORT.

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the August 2018 Treasurer's report.

ROADMASTER REPORT:

The Road Master is off indefinitely due to a non township related injury. Part time road worker Robert Summers will be filling in for him. There was no formal road master report this month.

CODE ENFORCEMENT/ASST. CODE ENFORCEMENT REPORT:

Secretary Bev Pollock gave a detailed report that included the issuance of 4 building permits and two road permits. Calls were taken with questions about the building permit process, holding tank regulations and shooting complaints.

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OLD BUSINESS:

NUISANCE ORDINANCE: A motion made by Summers and seconded by Tachoir was passed unanimously to have Secretary Bev Pollock contact the township solicitor for advice on amending the existing nuisance ordinance to include loud noises, barking dogs, etc.....and to see if it would be enforceable.

HIRING A FULL TIME ROAD WORKER/ROADMASTER GOES TO 40 HOURS: A discussion was held to decide on the hiring of a full time road worker in 2019. It was decided to advertise for this position towards the end of 2018. A discussion was also held about moving the Road Master back to a 40 hour work week in 2019. It was decided that he would stay at 32 hours at this point with the understanding that when he needed to work a 40 hour week he would get approval from the Supervisors and be paid for 40 hours or take it as comp time.

ROCKY RUN GRANT PROJECT: One quote was received for this project. Supervisor Summers will verify with the Conservation District that the Township would still be able to have the grant funds if the project was not done until spring of 2019. The bidder was Glenn O. Hawbaker at \$78,567.60.

NEW BUSINESS:

EMC INSURANCE RENEW: A motion made by Summers and seconded by Tachoir was passed unanimously to allow Secretary Beverly Pollock to renew the building/liability/auto insurance with EMC through Calvert Pearson in November.

2019 BUDGET OBLIGATIONS:

Employee raises and Pension Minimum Municipal Obligation: A motion made by Summers and seconded by Tachoir was passed unanimously to approve a raise of \$1.00/hour for secretary Beverly Pollock beginning with the first pay of 2019 and to figure the MMO paperwork for 2019 on the hiring of a full time road worker at \$15.00/hour with a 40 hour work week, using the current hourly rate for the road master

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2019 BUDGET OBLICATIONS continued:

at a 40 hour work week and using the new hourly rate for the secretary at a 32 hour work week.

2019 Temporary Budget Expenditures: This topic was discussed at a budget workshop held immediately prior to the township meeting.

FCATO FALL CONVENTION: A motion made by Tachoir and seconded by Summers was passed unanimously to approve the attendance at the fall convention for Secretary Beverly Pollock and to pay for her dinner and mileage.

ALLEGHENY FOREST ALLIANCE: A motion made by Tachoir and seconded by Summers was passed unanimously to send the Allegheny Forest Alliance \$500.00 from the SRS money received as per their letter requesting a donation.

ANTI SKID ORDER: A motion made by Summers and seconded by Shaffer was passed unanimously to approve the purchase of 300 tons of #8 limestone anti skid from IA Construction at a cost of \$8,475.00.

PENNDOT CONNECTS MEETING: A motion made by Shaffer and seconded by Summers was passed unanimously to approve the attendance of secretary Beverly Pollock at this meeting and to pay her mileage. Meeting is to discuss the plans for fixing the bank slide on Rt. 666.

BILLS TO PAY: A motion made by Summers and seconded by Tachoir was passed unanimously to approve the September 2018 bills to be paid.

SECRETARY NOTES: A detailed report was given by Secretary, Bev Pollock on all correspondence and happenings during the last month. She also confirmed that there would be a budget workshop prior to the October supervisors meeting to go over details of the budget.

SUPERVISOR/SECRETARY MAIL AND CORRESPONDENCE: There was no supervisor correspondence.

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PUBLIC COMMENT: Ernest Holben brought up the shooting problem on Rt. 666, an ordinance is in place but is hard to enforce, State Police cannot enforce a township ordinance. Once the secretary gets a name and address for this seasonal resident she will send a letter along with a copy of the shooting ordinance.

Tom Zimmerman asked if the township could have an evening meeting at least once a quarter so that more people who work could attend. Supervisor Summers said that this could be discussed prior to setting the 2019 meeting schedule. He also asked who determined the areas to be worked on in the township, how the work is tracked and whether the supervisors are informed and have any input. Supervisor Summers replied that Road Master Rory Summers determined the work areas to be addressed and the supervisors are involved when high cost becomes a factor. The work is tracked with the DCED report that accompanies the time cards. He also questioned the excessive movement of township equipment (grader) and offered to provide a shuttle for the road master in order to cut down on moving the costly equipment. He also registered a complaint about the pot holes on Watson Farm Road and suggested a specific type of cold patch available in Sarver, PA called Heilman mix.

Richard Robinson registered a complaint about the misspelling of his road sign obtained when E-911 was put in place. He was advised to call the county commissioners about this problem

Kay O'Rourke wanted clarification on the advertisement of a full time road worker and whether it would be advertised at 32 hours or 40 hours. She also questioned if a part time road worker would be included in the budget estimates for 2019.

ADJOURNMENT: A motion made by Shaffer and seconded by Summers was passed unanimously to adjourn the meeting at 1:45 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer