

HOWE TOWNSHIP
Forest County
Regular Meeting
October 9, 2019
12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

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

Secretary/Treasurer

Beverly Pollock

The meeting was called to order at 12:30 PM and the Pledge of Allegiance recited. Guests present were Priscilla Newpher, Kay O'Rourke, Stan O'Rourke and Rory Summers.

Public Comment: There was no public comment

SEPTEMBER 11, 2019 REGULAR MEETING MINUTES:

A motion made by Summers and seconded by Tachoir was passed unanimously to approve the September 11, 2019 regular meeting minutes.

SEPTEMBER 2019 TREASURER'S REPORT.

A motion made by Shaffer and seconded by Summers was passed unanimously to approve the September 2019 treasurer's report.

ROADMASTER REPORT:

Road Master Rory Summers gave the following report:

T368 Cooper Tract Road: Road is in fair condition. Added material to a small section of the road that was washed out in a heavy storm. All cross pipes and outlets are in working order

T371 Job Corps Road: Road is in good condition; all ditches and cross pipes are in good shape. Leaves need to be cleaned out of inlets and ditches in the next couple of weeks.

T370 Byromtown Road: Road is in good condition. All cross pipes and ditches are in good shape. Leaves need removed soon.

T373 Watson Farm Road: Overall, the road is in fair condition. Multiple sections of the road are in poor condition. All birming has been completed and remaining cold-patch has been used. Poor sections need re-surfacing and milled next year. Need to discuss what sections we are going to fix next year. Road check with supervisors needs to take place ASAP.

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ROADMASTER REPORT: continued

T374 Sheffield Junction: Overall road is in fair condition. All ditches and cross-pipes are in working order. We began cutting high banks (sloping) at the pine trees a half mile before Route 66. This section of the road can be problematic in the winter due to road narrowing and not being able to get the snow off the road.

T327 Duhring Road: Road is in fair condition. There are also sections that are in poor condition (surface deterioration) that need to be looked at and determine which sections we are going to fix. This is our priority road due to excessive traffic compared to our other roads. We re-established ditch lines in two places and use remaining cold-patch. Need to do a road check on Duhring with the supervisors and determine what sections to fix next year.

Need to discuss all options for next year with Supervisors.

Ordered a new electric cord reel for the shop at an approximate cost of \$170.00. All DSA, Anti-skid and 2B Limestone has been delivered. Need to discuss options for the shop roof repair/replacement with the supervisors. Started doing inventory of tools and supplies at the shop. Need to call Cavalier Roofing again for an estimate on the roof.

ASSISTANT CODE ENFORCEMENT REPORT:

Secretary Bev Pollock gave a detailed report including the issuance of five building permits and three road permits as well as assorted calls about the permitting process in Howe Township.

OLD BUSINESS:

ROADWORKER RAISE: A motion made by Shaffer and seconded by Summers was passed unanimously to give the road worker a .50/hour raise retro-active to September 16, 2019.

GARAGE ROOF UPDATE: Cavalier Roofing was to give an estimate during the week of October 1st. To date no information has been received so Secretary Bev Pollock will call them again to schedule an estimate.

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OLD BUSINESS continued:

2020 EMPLOYEE RAISES: A discussion was held about splitting the 2020 employee raises into 2 time periods – half in January and the other half in July. It was decided to put this topic on the agenda for the Organization meeting.

ESM TRAINING UPDATE: Road Worker Scott Paris is certified through 2021 and Road Master Rory Summers will take the re-certification course in Kittanning on October 23rd and 24th.

NEW BUSINESS:

ADDITIONAL GIGABYTES FOR OFFICE INTERNET: A motion made by Summers and seconded by Tachoir was passed unanimously to purchase additional gigabytes from USA Choice for the office internet in 2020

2020 BUDGET REVIEW: A review of the changes to the 2020 budget was conducted and agreed upon during this meeting.

RESOLUTION 19-4: A motion made by Summers and seconded by Tachoir was passed unanimously to adopt Resolution 19-4 Excess Liquid Fuel Funds from the County.

SHEFFIELD TWP ORDINANCE REQUEST: A motion made by Summers and seconded by Tachoir was passed with 2 yes votes and 1 no vote to adopt an ordinance that would enable the Sheffield Volunteer Fire Department to bill the insurance of the property or vehicle owners for use of their equipment. If the insurance does not cover these items there will be no cost to the owner or the township.

SUPERVISOR INSURANCE REQUEST: A motion made by Shaffer and seconded by Summers was denied with 2 no votes and one abstention to add Supervisor Steve Tachoir to the township medical insurance policy but to cap the amount the township will pay at \$700.00. A motion made by Shaffer and seconded by Summers was passed

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NEW BUSINESS continued:

unanimously with two yes votes and one abstention to add Supervisor Tachoir to the township medical insurance paid in full by the township

BILLS TO PAY: A motion made by Summers and seconded by Shaffer was passed unanimously to pay the bills for October.

SECRETARY NOTES: Secretary Bev Pollock gave a detailed report of all secretarial happenings for the month.

PUBLIC COMMENT: Stan O'Rourke asked about how many permanent as opposed to seasonal residents are in Mayburg.

ADJOURNMENT: A motion made by Shaffer and seconded by Summers was passed unanimously to adjourn the meeting at 1:37 PM.

Respectfully Submitted,
Beverly A. Pollock
Secretary/Treasurer