
HOWE TOWNSHIP

Forest County
Regular Meeting
October 08, 2025
3:30 PM

ADMINISTRATION PRESENT:

Supervisors:

Steven E. Tachoir, Chairman

Richard Shaffer, Vice Chairman

Thomas P Zimmerman, Supervisor (Absent)

Secretary/Treasurer/Asst.Code Enforcement:

Beverly A. Pollock

Jessica Mohr

The meeting was called to order at 3:30 PM and the Pledge of Allegiance was recited. Guests present were Road Master: Mason Albaugh.

PUBLIC COMMENT: There was no public comment about the agenda.

SEPTEMBER 10, 2025 REGULAR MEETING MINUTES:

A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the minutes for the September 10, 2025 meeting.

SEPTEMBER 2025 TREASURY REPORT: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the September 2025 Treasury report.

ROADMASTER REPORT: The month of September was spent doing some final road grading, ditch cleaning, and leaf blowing. Mounted the bed shaker on the F550 to help with anti-skid this winter.

CODE/ASST. CODE ENFORCEMENT OFFICER REPORT:

Jessica Mohr gave the following report which included the issuance of one road permit along with a couple calls with questions about demo and building permits.

OLD BUSINESS:

BRIDGE: Bridge is on hold for now until we hear back from Mark Corey that his bid packet meets PennDOT's specifications.

SHEFFIELD'S REQUEST: Tachoir and Mason Albaugh (roadmaster) met with Sheffield's roadworker to discuss specifics.

NEW BUSINESS:

2026 BUDGET ESTIMATES: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the updates of the 2026 budget estimates.

FALL FCATO: Howe Township will have representative attending.

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RESOLUTION 25-04: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the adoption of the adjustment to the insurance policy in the employee policy manual.

SWITCH INSURANCE BROKER: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the switch from Charles Leach to Calvert Pearson.

2026 INSURANCE PLAN: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the switch of the 2026 insurance plan.

AFA ATTENDENCE: A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve Jessica Mohr leaving early to represent the municipalities of Forest County four times a year.

BILLS FOR APPROVAL: A motion made by Tachoir and seconded by Shaffer was passed unanimously to approve the bills to pay for the month of October.

SECRETARY NOTES: Secretary Jessica Mohr gave a detailed report of all correspondence and happenings during the last month beyond the normal daily duties.

PUBLIC COMMENT: No comment.

ADJOURNMENT: A motion made by Tachoir and seconded by Shaffer was passed unanimously to adjourn the regular meeting at 4:05 PM.

Respectfully submitted,
Jessica Mohr
Secretary/Treasurer/Assistant Code Enforcement Office