

HOWE TOWNSHIP
Forest County
Regular Meeting
September 09, 2026
3:30 PM

ADMINISTRATION PRESENT:

Supervisors:

Steven E. Tachoir, Chairman (Chmn.)

Richard Shaffer, Vice Chairman - **Absent**

Shelbi Tachoir, Supervisor

Secretary/Treasurer/Asst.Code Enforcement:

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 and Joe Pasky.

PUBLIC COMMENT: There was no public comment on agenda items.

AUGUST 2026 REGULAR MEETING MINUTES:

A motion made by Tachoir and seconded by Chmn. Tachoir was passed unanimously to approve the minutes for the August 12, 2026 meeting.

AUGUST 2026 TREASURY REPORT: A motion made by Chmn. Tachoir and seconded by Tachoir was passed unanimously to approve the August 2026 Treasury report.

ROADMASTER REPORT: Secretary Jessica Mohr gave the following report provided by Road Master Mason Albaugh: August was spent mowing grass, cleaning ditches, and road grading.

CODE/ASST. CODE ENFORCEMENT OFFICER REPORT:

Jessica Mohr gave the following report which included the issuance of 7 road permits with payments received, 14 PA 1 call responses, 3 building/demo permits, filing drilling notices, answering building permit questions, and emailing notifications for expired road permits.

OLD BUSINESS:

LSA GRANT: Supervisors reviewed and discussed the quotes we have obtained so far in preparation of applying for this grant.

HOWE TOWNSHIP
Forest County
Regular Meeting
September 09, 2026
3:30 PM

NEW BUSINESS:

APPROVAL OF 2027 BUDGET OBLIGATIONS:

1. **Approval of employee raises** (Done 8/12/2026)
2. **Approval of 2027 pension minimum municipal obligation 6%**
3. **Approval of 2027 budget expenditure estimates**

A motion made by Tachoir and seconded by Chmn. Tachoir was passed unanimously to approve all of the above 2027 Budget Obligations.

RENEW INSURANCE:

A motion made by Chmn. Tachoir and seconded by Tachoir was passed unanimously to approve to renew insurance with EMC through Calvert Pearson for building, liability and vehicles.

RESOLUTION 26-06: A motion made by Tachoir and seconded by Chmn. Tachoir was passed unanimously to approve the 26-06 Resolution to amend the "Pay Periods and Types of Pay" in the Employee Policy Manual.

AFA DONATION: A motion made by Chmn. Tachoir and seconded by Tachoir was passed unanimously to approve the donation to the AFA.

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

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: Joe Pasky asked about fencing distances from property lines and if they require a building permit.

ADJOURNMENT: A motion made by Chmn. Tachoir and seconded by Tachoir was passed unanimously to adjourn the regular meeting at 3:51PM.

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