

HOWE TOWNSHIP

Forest County

Regular Meeting

December 14, 2016

12:30 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman/Roadmaster
Vice Chairman

Robert E. Shaffer

Steven Tachoir

Secretary/Treasurer/Code Enforcement:

Kay M. O'Rourke

Beverly A. Pollock Secretary

The meeting was called to order, the Pledge of Allegiance was recited.. Guests were present. Rory Summers Road Worker, Priscilla Newpher, Stan O'Rourke.

NOVEMBER 9, 2016 REGULAR MEETING.

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the November 9, 2016 Regular Meeting minutes.

SEPTEMBER TREASURER'S REPORT.

To be tabled until January 3, 2017 Organizational and Regular Meeting. Discussion by Kay M. O'Rourke with explanation of the delay from May & Company.

ROADMASTER REPORT.

Road worker Rory Summers gave the Road master report:

T327 Duhring, Good condition, no potholes. All leaves removed from ditches and inlets.

T373 Watson Farm, Road is in fair condition. Minor potholing. All leaves removed from ditches and inlets.

T374 Sheffield Junction, Road is in good condition. Minor potholing. All leaves removed.

T371 Job Corp, Significant potholing in some sections. All inlets on Rocky Run Hill were cleared of leaves. Snow removal has been typical.

T368 Cooper Tract, Good condition, no issues to report.

T370 Byromtown, All leaves were removed and inlets cleared. Fair Condition.

Monthly Maintenance: Took International dump truck to Zacherls. Engine was missing, replaced 2 injectors at a cost of \$1,769.80. This fixed the problem. Also noticed that the oil pan was rusty and needed attention. Took oil pan off, wire brushed, primed, painted and sealed. New oil pan gasket installed and oil changed. Also wire brushed the bed of the truck, primed, painted and new side boards. Truck is ready for the winter season. Ranger is out of inspection. Ford 550 - the running board on drivers side broke. Upon further inspection we discovered that the body and frame of the truck is in poor condition. Need to discuss options. All other equipment is in good working order and the fuel tanks were recently filled.

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CODE ENFORCEMENT REPORT.

Five road permits were issued to Shell at a cost of \$5,000.00. Check was received and deposited.

OLD BUSINESS.

MARIENVILLE LIBRARY DONATION

A motion made by Shaffer and seconded by Summers was passed unanimously to approve a \$200.00 donation to the Marienville Library.

2017 BUDGET CHANGES

2017 budget changes. Lower Insurance cost and addition of 2017 Hershey convention fees for Road worker Rory Summers, Secretary Beverly Pollock and Supervisor Steve Tachoir. A motion made by Shaffer and seconded by Tachoir was passed unanimously to adopt the changes to the 2017 budget as noted above.

NEW BUSINESS.

2017 MEETINGS ADVERTISEMENT

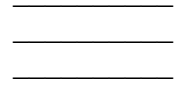
A motion made by Summers and seconded by Shaffer was passed unanimously to advertise the 2017 Board of Supervisors meetings.

PURCHASE OF BOOTS

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the purchase of boots for Road worker Rory Summers at a cost of \$164.95

PURCHASE OF OFFICE SUPPLIES

A motion made by Summers and seconded by Shaffer was passed unanimously to approve the purchase of needed office supplies from Staples at a cost of \$62.49.



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PURCHASE OF TIRE CHAINS

A motion made by Shaffer and seconded by Tachoir was passed unanimously to approve the purchase of tire chains from Napa at an estimated cost of \$300.00.

PAYMENT TO CLARION COMPUTER

A motion made by Summers and seconded to Shaffer was passed unanimously passed to approve the payment to Clarion Computer for work done to the office laptop at Clarion Computer in November at a cost of \$152.50.

HERSHEY CONVENTION

A motion made by Summers and seconded by Shaffer was passed unanimously to approve the attendance of Secretary Beverly Pollock, Road worker Rory Summers and Supervisor Steve Tachoir at the 2017 PSATS Convention in Hershey on April 23-26, 2017.

EMC INSURANCE PAYMENTS

A motion made by Summers and seconded by Shaffer was passed unanimously to discuss paying the insurance monthly for 6 months or until the Forestry money is received at which time the payment schedule will be re-visited.

GO DADDY

A motion made by Summers and seconded by Tachoir was passed unanimously to renew the Go Daddy subscription and domain name for 2017 at a cost of \$119.88 and \$19.99. In addition it was discussed having Bev and Kay learn to add the minutes to the Howe Township Website.

550 DUMP TRUCK

A motion was made by Summers and seconded by Tachoir to discuss options for the poor condition of the 2002 550 dump truck. The plow and bed are in good condition and one option would be to only purchase a cab and chassis. It was agreed to discuss and research all options throughout the winter and make a decision after all options and information are reviewed.

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ROADWORKER RAISE

A motion made by Shaffer and seconded by Tachoir was passed to increase Road worker Rory Summers hourly rate to \$16.00 for the first pay period of 2017. An increase of \$1.50 an hour. Two votes yes with Robert Summers abstaining.

ROADMASTER HOLIDAY PAY

A motion made by Shaffer and seconded by Tachoir was passed to pay Road master Robert Summers Holiday pay of 4 hours per holiday. Two votes yes with Robert Summers abstaining.

BANK CHANGES

A motion by Shaffer and seconded by Summers was passed unanimously to obtain the necessary paperwork from Northwest Bank to close savings account 2121027037 and savings account 2121027060 and transfer the funds to the Forestry Account number 2126005368 and the Marcellus Impact account 2121024182. In addition we will open a Northwest Bank account for payroll purposes which will require closing PLGIT Payroll account 00005411024. We will also close PLGIT Road fund 00005411037 which will then be transferred to Northwest Bank General Fund account 2126017074. All Northwest Bank accounts will require two signatures. Signatories will be Robert Summers, Robert Shaffer, Steven Tachoir and Beverly Pollock.

BILLS TO PAY.

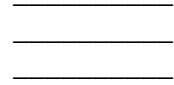
A motion made by Shaffer and seconded by Tachoir was passed unanimously to pay the bills.

PAST MINUTES

A motion made by Tachoir and seconded by Shaffer was passed unanimously to correct past Minutes sheets.

MAIL, EMAIL AND TELEPHONE CORRESPONDENCE.

A report was given by Secretary Beverly Pollock outlining all correspondence since the November meeting. Detailed copies were given to all Supervisors.



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PUBLIC COMMENT.

Priscilla Newpher brought up the fact that the 25% CD will mature in June of 2017 and will need to be discussed before then. She also brought up the status of township auditors and felt she would be able to secure 3 people for the positions. They would be appointed at the January 4 Auditor Organization meeting.

ADJOURNMENT.

Summers adjourned the meeting at 1:55 PM.

APPROVED