

**HOWE TOWNSHIP**  
**Forest County**  
Organization Meeting Agenda  
January 3, 2011  
2:00 PM

“Notice: Once the business of the Board of Supervisors is started there will be no public comment.”

Call to Order.

Pledge of Allegiance.

Public Comment.

1. Appoint Temporary Secretary.
2. Appoint Temporary Chairman.
3. Appoint Chairman.
4. Appoint Vice Chairman.
5. Appoint Secretary/Treasurer/Code Enforcement Officer with wages hourly of \$13.68 and 120 hours of vacation.
6. Appoint Roadmaster.
7. Appoint Roadworker with wages hourly of \$14.83 and 120 hours of vacation.
8. Motion that the Secretary and Roadworker get paid vacations and sick time per Resolutions 04-2 and 04-5 and holidays paid per motions of the Board of Supervisors on 12/17/04 and 3/9/05.
9. Appoint Part-time Roadworker.
10. Approve by signing the acceptance letter that May & Company will be the CPA to audit the financial reports ending December 31, 2010, not exceeding the cost of \$2250.00 without additional approval.
  - a. Adopt Certified Public Accountant Resolution 11-1.
11. Appoint Solicitors and approve paying Andrea Stapleford and Christopher Byham \$95.00 per hour and their federal mileage rate per mile by signing their Municipal Engagement letter.
12. Appoint Engineer.
13. Appoint Todd Fantasky as Sewage Enforcement Officer and his alternate Jed Birt.
  - a. Approve SEO 2010 Fee Schedule A or B.
14. Appoint a Vacancy Board Chairman.
15. Approve NWS, PLGIT and INVEST as the Depositories for Township Funds, Treasurers bond at \$550,000.00 and Real Estate Taxes at 5 mills.
16. Public Comment.

Adjournment of Organization Meeting.

**Regular Meeting Agenda**  
January 3, 2011  
Following the Organization Meeting

Public Comment.

1. December 8, 2010 Regular Meeting Minutes.
2. December 2010 Treasurer's Report.
3. Roadmaster Report.
4. Code Enforcement Report.
5. Old Business.
  - a. Motion for Bob Summers to attend IDC meetings and be reimbursed his wages for the time spent away from township roadmaster duties.
  - b. Motion for the township to use Kaiser Images computer services ten times and for the township web page.
  - c. Approval to send applications to PennDOT for the installation of two special warning signs on Route 66 due to limited visibility.
  - d. Nuisance Ordinance Amendment discussion.
6. New Business.
  - a. Approve for Secretary to purchase envelopes for \$39.00, ink cartridges for \$49.00, desk calendars for \$28.00 and miscellaneous office supplies for \$17.00.
  - b. Roadmaster purchase of Miller MIG welder for \$2000.00.
  - c. Office purchase of Fellowes Jupiter laminator for \$250.00.
  - d. Approve \$2.50 office cost to public for up to a laminated 8 3/4 x 11 1/4 sheet.
  - e. HughesNet for \$59.99 Special.
7. Bills to Pay.
8. Mail and Telephone Correspondence.
  - a. Polovich - State Representatives.
9. Public Comment.

Adjournment.

“Notice: The meeting of the Howe Township Board of Supervisors may be electronically recorded and, if they are, they will be maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board. They are not permanently saved after approval of the minutes.”