

HOWE TOWNSHIP
Forest County
Regular Meeting Agenda
March 9, 2016 1:00 PM
regularly scheduled meeting changed to
March 11, 2016 12:30 PM

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

Call to Order.

Pledge of Allegiance.

Public Comment for Agenda Items Only.

Chairman announce Executive Session held on February 16, 2016 for personnel.

2. Approval of the revised (see highlights) January Treasurer's Report.
2. a. Approval of the February Treasurer's Report.
3. Roadmaster Report.
4. Code Enforcement Report.
5. Old Business.
 - a. Motion to adopt Howe Township Employee Policy Manual and have all full-time employees sign.
6. New Business.
 - a. Motion to charge for electronics for the Township Clean Up.
 - b. Motion to adopt and sign the 2016 Tax Data Processing Agreement with the Forest County Commissioners.
 - c. Motion to make a motion (possible personnel session if discussion needed) for employee raises and evaluations.
 - d. Motion for Secretary to purchase 1000 accounts payable checks, 1000 payroll checks for \$210.00 and 500 double window envelopes for \$62.00.
 - e. Motion to send to the Solicitor Forest County tax decrease letter asking if adjustments are a legal requirement.
 - f. Motion to discuss and set date with Donna Zofcin, Director Forest County Conservation, for 2016 Annual Spring Township Meeting.
 - g. Cell phone discussion.
7. Bills to Pay.
8. Mail and Telephone Correspondence.
9. Five Minute Limit for Public Comment on Any Topic.

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 the approval of the minutes.”