



**HOWE TOWNSHIP**  
**Forest County**  
Regular Meeting  
November 13, 2013  
5:00 PM

**ADMINISTRATION PRESENT.**

Supervisors: Robert A. Summer, Chairman/Roadmaster  
Frank W. Polovich, Vice Chairman  
Robert E. Shaffer

Secretary/Treasurer/Code Enforcement:  
Marjorie E. Villarreal

The meeting was called to order and the Pledge of Allegiance recited. No guests were present.

**EXECUTIVE SESSION.**

An executive session was held before the meeting to discuss litigation.

**OCTOBER 9, 2013 REGULAR MEETING.**

A motion made by Shaffer and seconded by Polovich was passed unanimously to approve the October 9, 2013 Regular Meeting minutes.

**OCTOBER TREASURER'S REPORT.**

A motion made by Polovich and seconded by Shaffer was passed unanimously to approve the October Treasurer's Report.

**ROADMASTER REPORT.**

Bob Summers, Roadmaster, said the Roadcrew has been learning to use the new ditching machine. He said he took the Ford 550 to Bradford to a small company called the Little Power Shop to be looked over. It had an exhaust leak that they repaired. He said the International truck past its inspection.

**CODE ENFORCEMENT REPORT.**

Marjorie Villarreal, Code Enforcement Officer, said George Statler applied for a municipal building permit to attach a 16 x 16 addition on to his mobile home with a 10 x 16 deck on SR 1005, Watson Farm Road.

A motion made by Summers and seconded by Shaffer was passed unanimously to approve the building permit.

**ADVERTISE MEETING CHANGE.**

A motion made by Summers and seconded by Polovich was passed unanimously to advertise to change the December 2013 meeting to 5:00 PM.

**ADVERTISE BUDGET.**

A motion made by Shaffer and seconded by Polovich was passed unanimously to advertise that the temporary 2014 Budget is ready for public inspection.

**2013 FINANCIAL AUDIT.**

A motion made by Summers and seconded by Polovich was passed unanimously to advertise that May & Company will be hired to complete the 2013 Annual Audit and Financial Report.

**BILLS TO PAY.**

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

**ROADWORKER VACATION.**

A motion made by Shaffer and seconded by Polovich was passed unanimously to approve Roadworker Bob Clever's vacation time off.

**ADJOURNMENT.**

The meeting adjourned at 5:40 PM.

Respectfully submitted,

Marjorie E. Villarreal  
Secretary/Treasurer/Code Enforcement Officer