



HOWE TOWNSHIP
Forest County
Regular Meeting
December 11, 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. Robert Shaffer was not present for the beginning of the meeting.

NOVEMBER 13, 2013 REGULAR MEETING.

A motion made by Summers and seconded by Polovich was passed unanimously to approve the November 13, 2013 Regular Meeting minutes.

NOVEMBER TREASURER'S REPORT.

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

ROADMASTER REPORT.

Bob Summers, Roadmaster, said the Roadcrew has been plowing snow and cindering. He said the Ford F550 truck has a broken front spring, so it is in Dunkle's Garage and the owner is going to put heavier springs on it. He said the International truck has the ABS light on for the third time and Dunkle is going to look at that problem. Summers said Road worker Bob Clever has been on vacation and Summers said he plans on taking a day of vacation Friday after he plows snow.

Supervisor Bob Shaffer arrived at the meeting.

CODE ENFORCEMENT REPORT.

Marjorie Villarreal, Code Enforcement Officer, said she approved over weight road permits for North East Hardwoods and Firth Maple Products both for T358 Beaver Meadows Road for three months.

ADOPTION OF THE 2014 BUDGET.

A motion made by Summers and seconded by Shaffer was passed unanimously to adopt the 2014 Budget with one change of the Sheffield Fire Agreement raised from \$3500.00 to \$4400.00.

ADVERTISE 2014 MEETINGS.

A motion made by Shaffer and seconded by Summers was passed unanimously to advertise the 2014 meetings for the second Wednesday of the month with the Organizational and Regular Meeting being held on January 6 and the Auditors Organizational Meeting on January 7, 2014.

HOLIDAY PAYROLLS.

A motion made by Polovich and seconded by Shaffer was passed unanimously that due to the regular payroll falling on December 25, 2013 and January 1, 2014, with PLGIT being closed for the holidays, a motion is made to pay employees on December 23, 2013 and December 30, 2013.

SECRETARY PURCHASE.

A motion made by Shaffer and seconded by Polovich was passed unanimously for the Secretary to purchase 500 QuickBooks double window security envelopes for \$77.00.

TAX DATA PROCESSING AGREEMENT 2014.

A motion made by Polovich and seconded by Summers was passed unanimously to sign the 2014 Tax Data Processing Agreement.

DISCUSSION OF THE BRIDGE INSPECTIONS.

A motion made by Summers and seconded by Polovich was passed unanimously to discuss the new bridge 2013 inspections.

FIRE AGREEMENTS AND REPORTS.

A motion made by Polovich and seconded by Shaffer was passed unanimously to discuss the Sheffield Fire Agreement raise to \$4400.00 and the letters mailed to both companies requiring reports each year.

MINUTE BOOK PURCHASE.

A motion made by Summers and seconded by Polovich was passed unanimously to purchase a 2013-2015 Minute Book from PSATS for \$65.00.

PLOW BLADE PURCHASE.

A motion made by Summers and seconded by Shaffer was passed unanimously to purchase for the Ford F550 truck a Blizzard 8611 PowerPlow and undercarriage with complete installation from Zook Motors with Municipal discount for \$7210.00.

ABRAXAS'S LOCAL SERVICES TAX.

A motion made by Summers and seconded by Polovich was passed unanimously to charge The GEO Group interest and penalties of \$3468.08 for failure to pay Abraxas's 2013 2nd quarter Local Services Taxes.

BILLS TO PAY.

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

MAIL, EMAIL AND TELEPHONE CORRESPONDENCE.

The Supervisors discussed that Auditor Kay O'Rourke will have to pay to get office correspondence under the Right-to-Know Act of 2001.

ADJOURNMENT.

The meeting adjourned at 5:55 PM.

Respectfully submitted,

Marjorie E. Villarreal
Secretary/Treasurer/Code Enforcement Officer

