
HOWE TOWNSHIP

Forest County

Regular Meeting

July 13, 2011

5:00 PM

ADMINISTRATION PRESENT.

Supervisors:

Robert A. Summers, Chairman/Roadmaster
Larry L. Loxley, Vice Chairman
Frank W. Polovich

Secretary/Treasurer/Code Enforcement:

Marjorie E. Villarreal

The meeting was called to order and the Pledge of Allegiance recited. Kay and Stan O'Rourke were guests.

EXECUTIVE SESSIONS.

Chairman Summers executive sessions for personnel and a sale of real estate were held July 11, 2011.

PUBLIC COMMENT.

Kay O'Rourke asked about PSATS's 457 Roth Plan.

JUNE 14, 2011 REGULAR AND JUNE 29, 2011 SPECIAL MEETINGS.

A motion made by Loxley and seconded by Summers was passed unanimously to approve the June 14, 2011 Regular Meeting and June 29, 2011 Special Meeting minutes.

JUNE TREASURER'S REPORT.

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

ROADMASTER REPORT.

Bob Summers, Roadmaster, said the roads are in good shape. He said the new teeth on the grader work really well. He said he has mowed all of the roads with two passes on each one except T371 Job Corps Road. Summers said, after eight years, they had to get a new battery for the grader. He said the chip seal is complete on T373 Watson Farm Road, the beginning of T371 and the township office parking lot.

CODE ENFORCEMENT REPORT.

Marjorie Villarreal, Code Enforcement Officer, said Homeland Energy Ventures renewed their over weight road permits for six months for T358 Beaver Meadows Road and T371 Job Corps Road. She said she has sent several letters to a company that should have gotten a road permit for T368 Cooper Tract Road and will send one certified return receipt if she doesn't get anything soon from the company.

CODE ENFORCEMENT REPORT CONTINUED.

Villarreal said the person who owns the trailer in violation in Mayburg called and said he was taking care of the problems. She said she is waiting for the Sewage Enforcement Officer to return her call about it. She said she sent a building permit letter to the person who is rebuilding his garage on SR 1005, Watson Farm Road. Villarreal said she needs to send another letter to the owners of the shed that is in disrepair on T373, Watson Farm Road. She said Dennis Markham applied for a permit to build a new roof over a section of his residence on Bean Farm Road in Brookston.

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

SEALED BIDS FOR VEHICLE FUEL.

A motion made by Summers and seconded by Polovich was passed unanimously to award the bid of 4000 gallons, more or less, for ULSD on road Diesel Fuel as needed to the garage for \$3.085 a gallon, 1000 gallons, more or less, Unleaded Fuel delivered as needed to the garage for \$2.945 per gallon and 5000 gallons, more or less, dyed marked Heating Oil winter mix delivered as needed to the garage for \$3.095 to R.E. Baker & Sons, Inc.

Other bids were Tidioute Oil Company, Inc. bid for the Diesel Fuel \$3.285, Unleaded Gas \$3.195, Heating Oil \$3.14 and Kane Liquid Fuels, Inc. bid for the Diesel Fuel Rack + .125, Unleaded Gas Rack + .125 and Heating Oil \$3.095.

PROPERTY PURCHASE.

A motion made by Summers and seconded by Loxley was passed unanimously for the Secretary to send a letter to Candiotti's offering them the Smather's appraisal amount for the purchase of their property.

OFFICE TIME CLOCK PURCHASE.

A motion made by Loxley and seconded by Summers was passed unanimously to purchase the \$280.00 Lathem 1500 E time clock for the office.

PSATS'S 457 ROTH PLAN.

A motion made by Summers and seconded by Loxley was passed unanimously to discuss PSATS's 457 Roth Plan.

DUES AND SCHOLARSHIP.

A motion made by Loxley and seconded by Polovich was passed unanimously to donate \$100.00 towards the 2 \$500.00 student scholarships given by the Forest County Association of Township Officers and to pay annual dues of \$100.00.

SECRETARY PURCHASE.

A motion made by Summers and seconded by Loxley was passed unanimously to approve the Secretary's purchase of the annual renewal subscription of Trend Micro Antivirus for \$63.00.

TRACTOR MOWER RADIO.

A motion made by Summers and seconded by Loxley was passed unanimously to have RAMCO come to the garage and adjust the tractor mower radio for approximately \$200.00.

TAX COLLECTOR SUPPLIES.

A motion made by Summers and seconded by Loxley was not passed to purchase ink cartridge(s) for the Tax Collector a single pack for \$18.00 or a two pack for \$32.00, with the Supervisors questioning the amount of ink she uses.

PART TIME ROAD HELPER.

A motion made by Summers and seconded by Loxley was passed unanimously to hire Brad Snyder for \$8.50 an hour, temporarily, for 30 days.

BILLS TO PAY.

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

BLUE JAY INN LETTER.

A motion made by Polovich and seconded by Loxley was passed unanimously to give Jill Huddleson a copy of an anonymous letter that the township received which made a complaint about the Blue Jay Inn's sewage.

MAIL AND TELEPHONE CORRESPONDENSE.

Polovich asked about the Right-to-Know request the township received for "detailed monthly tax collector DCED statements pursuant to 72 P.S. §5511.25 for the months of March, April and May of the current year". Villarreal explained many townships in Pennsylvania received the request and PSATS (Pennsylvania State Association of Township Supervisors) advised everyone that it was a bona fide request. She said she replied to the request within the allowable 5 day limit and the township was paid by the company making the request.

ADJOURNMENT.

A motion made by Loxley and seconded by Summers was passed unanimously to adjourn the meeting at 6:00 PM.

Respectfully submitted,

Marjorie E. Villarreal
Secretary/Treasurer/Code Enforcement Officer

APPROVED