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HOWE TOWNSHIP
Forest County
Organization and Regular Meeting
January 3, 2011
7:00 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. Guest present was Dolores Loxley.

APPOINTMENT OF SECRETARY, ROADWORKER AND CHAIRS.

A motion made by Loxley and seconded by Polovich was passed unanimously to appoint Marjorie Villarreal as the temporary Secretary, appoint Robert Summers as the temporary Chairman, appoint Robert Summers as the Chairman, Larry Loxley as the Vice Chairman, appoint Marjorie Villarreal as the Secretary/Treasurer and Code Enforcement Officer with hourly wages of \$13.68 with 120 hours of paid vacation, appoint Robert Summers as the Roadmaster, appoint Robert E. Clever to Roadworker at \$14.83 per hour with 120 hours of paid vacation, for the Secretary and Roadworker to 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 with Loxley and Polovich voting yes and Summers abstaining.

PART TIME ROADWORKER.

A motion made by Summers and seconded by Polovich was passed unanimously to appoint Larry Loxley as a part-time Roadworker with Summers and Polovich voting yes and Loxley abstaining.

APPOINTMENT OF CPA.

A motion made by Summers and seconded by Loxley was passed unanimously to approve 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 approval.

A motion made by Summers and seconded by Loxley was passed unanimously to adopt CPA Resolution 11-1 authorizing May & Company to audit the Township financial accounts for the year of 2010.

SOLICITOR.

A motion made by Summers and seconded by Loxley was passed unanimously to appoint Stapleford & Byham, LLC as Solicitor and to pay Andrea Stapleford and Chris Byham the rate of \$95.00 per hour and their mileage rate at the federal rate by signing their Municipal Engagement letter.

ENGINEER.

A motion made by Summers and seconded by Loxley was passed unanimously to appoint Mark Corey & Associates as the Township Engineer.

SEWAGE ENFORCEMENT.

A motion made by Loxley and seconded by Summers was passed unanimously to appoint Todd Fantaskey as Sewage Enforcement Officer and Jed Birt as Alternate Sewage Enforcement Officer.

VACANCY BOARD CHAIRMAN.

A motion made by Summers and seconded by Loxley was not passed to appoint Gary Reimer as the Vacancy Board Chairman.

A motion made by Summers and seconded by Loxley was passed unanimously to appoint Kay O'Rourke as the Vacancy Board Chairman.

DEPOSITORIES, TREASURER'S BOND AND MILLAGE.

A motion made by Summers and seconded by Polovich was passed unanimously for Northwest Savings Bank, PLGIT and INVEST to be the depositories for Township funds, Treasurers bond at \$550,000.00 and Real Estate Taxes at 5 mills.

ORGANIZATION MEETING ADJOURNMENT.

A motion made by Summers and seconded by Loxley was passed unanimously to adjourn the Organization Meeting at 2:38 PM.

EXECUTIVE SESSION.

Summers announced that an executive session was held before the meeting for litigation.

DECEMBER 8, 2010 REGULAR MEETING MINUTES.

A motion made by Loxley and seconded by Polovich was passed unanimously to approve the December 8, 2010 Regular Meeting minutes.

ROADMASTER REPORT.

Bob Summers, Roadmaster, said the crew has been plowing and cindering all month. He said the furnace in the garage broke down and has been repaired. Summers said he will continue to finish taking his 2010 vacation time.

CODE ENFORCEMENT REPORT.

Marjorie Villarreal, Code Enforcement Officer, said Homeland Energy Ventures got two more permits to continue to travel with overweight vehicles on T371 Job Corps Road and T358 Beaver Meadows Road for six months. She said she received a building permit for a new seasonal cottage off of Pigeon Lane and spoke with Fantaskey, SEO, about it.

A motion made by Loxley and seconded by Summers was passed unanimously to approve the building permit after the sewage has been permitted by Fantaskey.

Villarreal said she received a letter asking for a six month time extension to clean up a collapsed building on a property off of T373 Watson Farm Road.

A motion made by Loxley and seconded by Polovich was passed to allow the 6 month time extension for the nuisance complaint with Loxley and Polovich voting yes and Summers abstaining.

IDA MEETINGS.

A motion made by Loxley and seconded by Polovich was passed for Bob Summers to attend IDA meetings and be reimbursed his wages for the time spent away from township roadmaster duties with Loxley and Polovich voting yes and Summers abstaining.

KAISER IMAGES COMPUTER SERVICES.

A motion made by Summers and seconded by Polovich was passed unanimously that there is prior approval for the township to use Kaiser Images for ten computer service calls and the township web page as needed.

Summers asked that the township web page be put on the agendas.

SECRETARY PURCHASES.

A motion made by Summers and seconded by Loxley was passed unanimously for the Secretary to purchase envelopes for \$39.00, ink cartridges for \$49.00 and desk calendars for \$28.00.

MIG WELDER.

A motion made by Loxley and seconded by Summers was passed unanimously for the Roadmaster to purchase a Miller MIG welder for \$2000.00.

LAMINATOR.

A motion made by Summers and seconded by Loxley was passed unanimously for the Secretary to purchase a Fellowes Jupiter laminator for \$250.00.

A motion made by Summers and seconded by Loxley was passed unanimously to charge the public \$2.50 to laminate 8 3/4 x 11 1/4 sheets.

BILLS TO PAY.

A motion made by Summers and seconded by Loxley was passed unanimously to approve the bills to pay, including the one that was faxed from Marienville PRO Home Improvement.

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ADJOURNMENT.

After discussion about the Knox Kane Corridor trail, the meeting adjourned at 4:15 PM.

Respectfully submitted,

Marjorie E. Villarreal
Secretary/Treasurer/Code Enforcement Officer

APPROVED