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**HOWE TOWNSHIP**

**Forest County**

Special Meeting

June 29, 2011

4:15 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. Guests present were Dolores Loxley, Kay and Stan O'Rourke.

**PUBLIC COMMENT.**

Kay O'Rourke questioned the township purchasing property.

**USE OF SOLICITOR.**

A motion made by Summers and seconded by Loxley was passed unanimously to have the Secretary call Andrea Stapleford, Solicitor, and ask the proper procedure for the township to purchase property.

**APPRAISAL OF PROPERTY.**

A motion made By Loxley and seconded by Polovich was passed unanimously to have the Candiotti property, Map #15-02-164-00, 135 Watson Farm Road, appraised (pricing to purchase) for approximately \$300.00.

**OFFICE PAYROLL TIME CLOCK.**

The Supervisors and Secretary discussed the office payroll time clock. The Secretary explained that she purchased the least expensive, \$140.00, time clock she could find, which is why it prints the time and she writes the dates on the card next to the printed days of the week. The Supervisors told Loxley to find a time clock make and model number that he likes better.

**GARAGE PURCHASE.**

A motion made by Loxley and seconded by Polovich was passed unanimously to purchase teeth for the grader for approximately \$1256.10 from Winter Equipment Company.

**ADJOURNMENT.**

Chairman Summers adjourned the meeting at 4:40 PM.

Respectfully submitted,

Marjorie E. Villarreal  
Secretary/Treasurer/Code Enforcement Officer

APPROVED