

**May 17, 2021 – May 19, 2025 TERM**

Jay Kohlmiller - Supervisor  
Robert Helms - Highway Commissioner  
Kathy Long - Clerk

Seth Joy – Trustee  
Jack Mitchell - Trustee  
Dennis Mueller - Trustee  
Micah McKinney – Trustee

February 17, 2022 - MINUTES – 6:30 p.m. - Regular Meeting of the Township Board  
3700 Tosovsky Lane, Edwardsville, IL 62025

*Covid 19 rules are still in effect per the Governor and County. We are practicing Social Distancing at our meeting and ask that if you are experiencing a fever or illness, have been exposed to someone or have tested positive yourself for Covid 19 within 14 days, please, do not attend the meeting. Thank you for your assistance in helping to keep our community safer.*

1. The monthly meeting was called to order at 6:30 p.m. by the Supervisor.
2. Pledge of Allegiance was recited.
3. Roll call showed Jay, Kathy, Jack, Dennis, and Micah in attendance. Robert was out due to the icy weather and Seth was absent.
5. Randy Long was in attendance.
6. Minutes from January 20, 2022 were read by the clerk. Trustees noted a typo on the addendum and Charlene Mitchell had been in attendance in January. Jack made a motion to approve the January minutes with the corrections. Micah seconded the motion. Hearing no objections, the minutes were approved by the board with corrections.
7. No public comments were heard.
8. Treasurer's Report ending January 31<sup>st</sup> was distributed and read by the Supervisor. Dennis made a motion to approve the report. Jack seconded. The Treasurer's Report for January 2022 was approved by the board.
9. Township and Road District bills were reviewed by the trustees and approved for payment.
  - A. A Quadrennial bill was received from the County Tax Assessor office for approximately \$74,000.00. The bill may be paid over the next four years or all at once. It is much higher than previous bills. Jay had contacted the county for clarification, the bill is correct. Jay will follow up on another question about annual bills.
10. **REPORTS**
  - A. Supervisor's Report – Jay Kohlmiller
    - 1) Bookkeeping Update – no issues this month.
    - 2) Audit Report – Sheffel is still working on it. Board asked if audit could be completed by the Annual Town Meeting. Jay will contact Sheffel.
    - 3) Supervisor Bond – Paperwork was completed and submitted for coverage.

- B. Highway Commissioner's Report – per Robert Helms
  - 1) Roads – crew is out on the roads spreading salt and clearing snow. Robert had hired some temporary help during the recent heavy snowfall.
  - 2) Maintenance Shed – nothing new.
  - 3) Road District Workers – nothing to report.
  - 4) Truck – nothing to report.
  - 5) Oakland Hills – Robert will check back with Juneau.
  - 6) No other items were discussed.
- C. No Legal Report was given.
- D. Clerk's Report – no report.
- E. Trustee's Report – no report.
- F. Cemetery Trustee's Report – Randy Long – One burial in February. The road crew did a great job on trimming the trees along the fence line.
- G. Rental Manager's Report – Charlene Mitchell – Calls coming in for rental information.

11. **OLD BUSINESS**

- A. Property Maintenance / Building Use
  - 1. Rental Addendum – The Addendum was reviewed by the board and discussion followed. Jack made a motion to approve the Rental addendum. Dennis seconded. It will be added to the Rental Agreement and other groups using the building for meetings should complete the addendum as well. Jack also requested it be posted by the main entrance door.
  - 2. Building Opening - Discussion followed on opening the building. A notice was read from TOI about allowing open meetings and continuing to follow local protocol. Jack made a motion to open the building for meetings and rentals as of March 1, 2022. Micah seconded. Hearing no objection, the motion to open the building was passed. If we receive notification to close the facility in the future, we will comply as required.
- B. Pin Oak Township Webpage (Jack & Seth) –
  - 1. [www.toi.org/township/madison-county-pin-oak](http://www.toi.org/township/madison-county-pin-oak)  
Discussion to have our domain name redirect to our new site was discussed. The original domain name was purchased by someone else. It might be a good idea to obtain a different domain name such as – Pin Oak Township/Madison Co/IL
- C. No other Old Business was discussed.

12. **NEW BUSINESS**

- A. Signage on the Pin Oak Township property to be discussed at the next meeting.
- B. Annual Town Meeting Topics (April 12, 2022 / 6:00 p.m.)
  - 1. Meeting dates for 2023-2024
  - 2. Road District Building
  - 3. Report of Township Roads
  - 4. Status of building opening
- C. Next meeting is March 17, 2022 at 6:30 p.m.
- E. Township Tour for the Board is scheduled for March 12<sup>th</sup>. We will leave the township building by 8:30 a.m. The tour should take about 3 hours per Robert. We have a 15 person van reserved.
- F. No other New Business was discussed.

13. Executive Session was not needed.

14. Jack made a motion to adjourn the meeting. Dennis seconded. The meeting was unanimously approved for adjournment at 6:56 p.m.

Respectfully submitted by Kathy L. Long, Clerk