

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
Mike McKinney – Trustee

November 18, 2021 - 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. Meeting was called to order by the Supervisor.
2. Pledge of Allegiance was recited.
3. Micah (Mike) McKinney was sworn in as Pin Oak Trustee by the clerk. He is now able to participate in all aspects of the township board.
4. Roll call showed Jay, Kathy, Seth, Jack, Dennis, and Mike in attendance. Robert is absent.
5. Charlene Mitchell was in attendance as a guest.
6. Minutes from October 21, 2021 were read by the clerk. Jack made a motion to approve the October minutes. Seth seconded the motion. Hearing no objections, the minutes were approved by the board.
7. No public comments were heard.
8. Treasurer's Report ending October 31st was distributed and read by the Supervisor. Seth made a motion to approve the treasurer's report from October 2021. Dennis seconded. The Treasurer's Report was approved by the board.
9. Township and Road District bills were reviewed by the trustees and approved for payment.
10. **REPORTS**
 - A. Supervisor's Report – Jay Kohlmiller
 - 1) Bookkeeping Update – Quick Books is up and running.
 - 2) Audit Report – Jay is waiting to meet with Sheffel. An extension should have been submitted by Sheffel to the end of November. Jay has questions for Sheffel in regards to Quick Books data entries.
 - 3) Supervisor Bond – TORIMA is picking up the cost of the bond.
 - B. Highway Commissioner's Report – Robert Helms provided his report to clerk.
 - 1) Roads - Robert had a company inspect the drains in Oakland Hills. All of them are pretty much rusted and will have to be fixed. Robert asked Juneau to work on plans to go out for bid and provide an approximate cost.

- 2) Maintenance Shed – no report.
- 3) Road District Workers – nothing new.
- 4) Truck Replacement – Robert got a bid (approx. \$140,500.00) on a truck and bed from the state dealership that is used by townships. Approximate delivery on a truck ordered now is at least a year from now. He also got a bid from Woody's on the truck bed (approx. \$54,000.00) Discussion was held by the board. Dennis made a motion to approve the purchase of a new truck per the estimate submitted. Seth seconded. Truck purchase motion was approved.
- 5) No other items were discussed.

C. No Legal Report was given.

D. Clerk's Report –

1. Mike (Micah) McKinney was sworn in as a Trustee of Pin Oak Township. He is legal to proceed as a trustee of Pin Oak Township.
2. Kathy attempted to upload September minutes to the website and successfully deleted two of our pages from the website. TOI was able to restore the pages quickly. After assistance from Kayla Jeffers from TOI and several frustrating moments, the minutes were uploaded to our website and an event was listed successfully. We'll see how this month goes!
3. A Thank You card and note were received and read from Sherry Tosovsky and family. Board members had given a donation to the family in memory of Tim Tosovsky, our trustee who passed away.

E. Trustee's Report – no report.

F. Cemetery Trustee's Report – Randy Long – still waiting for a meeting with a person to review available plots for sale.

G. Rental Manager's Report – Charlene Mitchell

1. The building has been thoroughly cleaned and is ready for use.
2. The Seniors have returned their items to the cabinets in the kitchen.
3. The 4+H Club has returned their key for the building and a file cabinet. They have found a larger space to meet as their group is growing.

11. **OLD BUSINESS**

A. Property Maintenance / Building Use

1. There have been some complaints about the size of the three-bowl sink and the low faucet. Discussion followed. The board decided to replace the faucet with a taller faucet with a built-in sprayer.
2. Board discussed opening the building to the public. Board members would like to hold off until after the first of the year to open the building to the public.

B. Pin Oak Township Webpage (Jack & Seth) –

1. www.toi.org/township/madison-county-pin-oak

Still working on getting a calendar on the website. Board discussed having our old website redirect to the new website.

C. Township Separator System – Jack is working on it and will do more investigation.

D. Other Old Business – New signage by the building and road to be added to the agenda.

12. **NEW BUSINESS**

A. Town Tax Levy – Board members reviewed the Town Tax Levy and signed their approval for 0% increase. Seth made a motion to approve the Township Tax Levy. Jack seconded. Board members approved the Town Tax Levy for 22-23 fiscal year.

B. Road District Tax Levy – Board members reviewed the Road Tax Levy and signed their approval for a 3% increase. Dennis made a motion to approve the Road Tax Levy at 3% per Robert's recommendation. Seth Seconded. Board members approved the Road Tax Levy for 22-23 fiscal year.

C. Next meeting is December 16, 2021 at 6:30 p.m.

D. No Other New Business was discussed.

13. Executive Session was not needed.

14. Seth made a motion to adjourn the meeting. Dennis seconded. The meeting was unanimously approved for adjournment at 7:27 p.m.

Respectfully submitted by Kathy L. Long, Clerk