

2013 – 2017 TERM

Eugene Kohlmeier - Supervisor
Robert Helms - Highway Commissioner
Kathy Long - Clerk

Seth Joy – Trustee
Jack Mitchell - Trustee
Dennis Mueller - Trustee
Tim Tosovsky – Trustee

**February 19, 2015 - 6:30 p.m. – MINUTES - Regular Meeting of the Township Board
3700 Tosovsky Lane, Edwardsville, IL 62025**

1. Meeting was called to order by Supervisor
2. Pledge of Allegiance was recited
3. Roll Call showed all board members were in attendance.
Guests – Beverly Schipkowski
4. Minutes from January 15, 2015 were read by Clerk. Jack made a motion to approve the minutes. Tim seconded. Hearing no objections, January 2015 minutes were approved.
5. No Public Comments were heard.
6. Treasurer’s Report was read by Supervisor. Seth asked about the amount of funding in the General Assistance fund. Could it be used in a different line or fund? Gene reported that the General Assistance fund could not be used or moved to a different area due to state regulations. Discussion followed. Seth made motion to approve Treasurer’s report. Tim seconded. Hearing no objections, Treasurer’s Report was approved.
7. Township and Road District Bills were reviewed by Trustees and approved for payment.
8. Reports
 - A. Supervisor’s Report
 - 1) Madison County quarterly meeting was held here. Gene suggested it would be a good idea for board members to try to attend a meeting in the future if possible.
 - B. Highway Commissioner’s Report
 - 1) Robert discussed an issue with Gary Hunsche and his driveway. Approval from Road Commissioner was not obtained before installation and drainage is linked into our cross culvert system and is not legal. Permits were not obtained initially. County has been notified of issue and commissioner is seeking advice and / guidance. A certified letter is to be sent to Mr. Hunsche stating the requirements necessary to provide safe service to all of our residents now and in the future.
 - C. Clerk’s Report
 - 1) Economic Interest Statement list is now to be submitted online to Madison County. Board to review individual information and provide additional information requested.
 - D. Trustee’s Report
 - 1) Tim requested to add our website when the signs are painted outside the building. Board agreed that was a great idea.
 - 2) Robert stated we should discuss a potential pavilion and picnic tables in our park area. He has seen renters using a deep fryer and BBQ grill in the covered porch area of the building. Discussion followed.
 - E. Rental Manager’s Report (Beverly) – a new rental came in for March 20th.
9. Old Business
 - A. 2015-2016 Pin Oak Township and Road District Budgets to be reviewed

B. Property / Building Repair / Updates

- 1) Checked the emergency lights inside and they are now functioning, but they need new batteries. Other square light fixtures inside need to be serviced, but can't seem to get the covers off.
- 2) Plumbing (Jack)
 - a) Water Leak Notice from Bond Madison Water Company was discussed. Gene talked to the Water company and they stated the bill was much lower. Gene noticed one of the stools in the men's restroom doesn't always shut off. Need to make repairs to the toilet.
 - b) Checked the grease trap outside and it should be pumped out soon.
 - c) Gene – Kohlman came and checked our septic system and it appears to be functioning properly.
- 3) Fire Alarm System (Jack) – Has been installed and is functioning properly. Jack will provide a short lesson on the system. The bill should be sent soon.
- 4) Road District Gutters (Robert) – no report
- 5) Flag Pole LED Light (Dennis) – light has been ordered.
- 6) Light in the men's room needs a new diffuser cover.
- 7) Jack – The can lights on the outside of the building are missing the lightbulbs. He asked for permission to obtain LED retrofitted for the receptacles. Discussion followed. Board approved purchase.

C. Pin Oak Township Webpage (Jack & Seth) – Website is now clear of malware and updated. Meeting times have been updated.

D. Ridgeview Road Box Culvert Replacement Project (Robert) – Discussion followed on the request of payment for the additional repairs necessary to complete and obtain approval on the completion of Ridgeview Road. See emails/texts from Justin Kleinschmidt, SMS and Robert. Board requested inviting Cas Sheppard, SMS, to our meeting in March.

10. New Business

- A. Seth made a motion to allow Supervisor to pay regular monthly bills before a new budget is approved for 2015-2016. Jack seconded. Hearing no objections, motion was approved.
- B. Annual Town Meeting Moderator payment discussed. Seth made a motion to pay the moderator \$30.00 for their service. Jack seconded. Hearing no objection, payment of moderator was approved.

Annual Town Meeting – April 14, 2015 – 7:30 p.m. – Agenda Topics

- 1) Future meeting starting time change from 7:30 to 6:30 p.m.
- 2) Update on Township Projects
- 3) 2015-2016 Township and Road District Budget

C. Meeting scheduled for March 19 will begin at 6:30 p.m.

March 31st, 2015 is end of Fiscal Year for Pin Oak Township and Road District.

11. Executive Session was not needed.

12. Seth made a motion to adjourn the meeting. Tim seconded. Hearing no objections, meeting adjourned.

Respectfully submitted,

Kathy Long, Clerk