

**May 15, 2017 – May 16, 2021 TERM**

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

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

March 19, 2020 - MINUTES – 6:30 p.m. - Regular Meeting of the Township Board  
3700 Tosovsky Lane, Edwardsville, IL 62025

Due to the corona virus, we are honoring the social distancing practice at this meeting.

1. Meeting was called to order by the Supervisor.
2. Pledge of Allegiance was recited.
3. Roll Call showed Jay, Robert, Kathy, Seth, Jack, Dennis and Tim present.
4. No guests were present.
5. Minutes from February 20, 2020 were read by the clerk. Seth made a motion to approve the minutes as read. Jack seconded. Hearing no further discussion or objections, the February minutes were approved.
6. Public Comments – Jack reported that an Election Judge was in attendance and was showing signs of illness. Madison County officials came to the building and escorted the Judge from the premises for safety concerns. He also commented that Charlene has cleaned the building with the incident in mind.
7. Treasurer’s Report was read by the Supervisor. Seth made a motion to approve the report as read with a review of the General Town Fund. Tim seconded. Hearing no further discussion or objections, the Treasurer’s Report ending February 29<sup>th</sup> was approved.
8. Township and Road District bills were reviewed by the Trustees and approved for payment.
9. Reports
  - A. Supervisor’s Report
    - 1) Bookkeeping Update – still playing with the reports.
    - 2) Electronic Bill Payment Update – most utility bills have been set up for payments. A bill will still be sent for our records.
  - B. Highway Commissioner’s Report
    - 1) Silver Creek Bridge – nothing new, flooding right now.
    - 2) Chelsea Lane – minor work to be completed when time is available.
    - 3) Equipment – nothing new.
    - 4) Maintenance Shed – need to look at a new building for the future. EPA inspection was held, we had some items to change to bring up to code. Many other items will not be able to be brought up to code in our facility. Some discussion followed.
    - 5) Oakland Hills – water from a sump pump drain, seep in the hillside, or may be other possibilities causing the issues. More information needed.
  - C. Legal Report – Robert reported that nothing new is happening on the maintenance agreement on Goshen Road with Edwardsville.
  - D. Clerk’s Report
    - 1) TOI Education Seminar –
      - a) 2.1 million in dividends was distributed in 2019
      - b) Road signs, must be reflective, inspected and maintained, check our signs
      - c) No Guns Allowed - stickers must be posted on building if it is a polling place
    - 2) 2020 Census
      - a) 2020Census.gov – is the ONLY legal Census site for information submission
      - b) Count everyone to get the most funding for schools and other resources
      - c) Personal Identifiable information is NOT provided to anyone. Personal information gathered in the Census is locked for 72 years

- d) Households may receive letters of invitation to complete Census online, a mailed form for completion, telephone request for completion or quality check, and if necessary, a personal visit.
- e) Questions NEVER asked: SS #, Citizenship, Mothers maiden name, bank info, solicit for contribution, anything to do with a political party
- 3) TOI Primary Election Information (February 23, 2021) (\*approx. dates)
  - a) Must file Nominating Petitions, Statement of Candidacy, and Statement of Economic Interests with township clerk.
  - b) Clerk is not allowed to notarize any candidate forms. Clerk signs as receiving forms.
  - c) Circulators must be 18 years old and also a citizen of the United States.
  - d) Candidates can begin circulating on September 22, 2020\*.
  - e) Filing Period (with the Clerk) December 14, 2020\* - December 21, 2020.\*
  - f) Date of Office begins May 17, 2021\* for Supervisor, Road Commissioner, Clerk and Trustees
- E. Trustee's Report – Seth reported the TOI website states we are allowed to have virtual meeting.
- F. Rental Manager's Report – Charlene Mitchell – no new rentals.
- 10. Old Business
  - A. Building/Property Maintenance – Septic system needed minor repair.
  - B. Pin Oak Township Webpage (Jack & Seth) – nothing new.
  - C. Audit – to be scheduled after this fiscal year. Jay will call Sheffel regarding an estimated cost.
  - D. Mowing at the Township and Road District property – Bids were opened. Discussion followed. Request for mowing bids to be placed in the newspapers, website, and at the building.
  - E. No Other Old Business was discussed.
- 11. New Business
  - A. Budget discussion.
  - B. Annual Town Meeting is in April 14, 2020 at 6:00 p.m.
    - 1. Topics for agenda (suggested to date)
      - a. 2021-2022 meeting dates
      - b. Cemeteries in the township
      - c. Webpage update
      - d. Road District project update
  - Dennis made a motion to approve the agenda. Jack seconded. Motion approved.*
  - C. Next meeting is April 14, 2020 following the Annual Town Meeting.
  - D. Approval for Supervisor to pay bills without an approved budget. *Seth made a motion to pay bills until a new budget is approved. Dennis seconded.*
  - E. Approval for Supervisor to pay recurring monthly bills when received (i.e. power, gas, phone, water and such) but to be reviewed and approved at the monthly meeting. *Seth made a motion to approve. Dennis seconded.*
  - F. No Other New Business was discussed.
- 12. Executive Session was not needed.
- 13. *Seth made a motion to adjourn the meeting. Dennis seconded. Meeting was adjourned at 7:42 p.m.*

Respectfully submitted,  
Kathy L. Long, Clerk