

2009 – 2013 TERM

Eugene Kohlmeier - Supervisor
Robert Helms - Highway Commissioner
Jackie (Bird) Provaznik - Assessor
Kathy Long - Clerk

Arnold Buescher - Trustee
Dennis Mueller - Trustee
Jack Mitchell - Trustee
Vacancy to be filled - Trustee

April 19, 2012 - 7:30 p.m. – MINUTES - Regular Meeting of the Township Board 3700 Tovosky Lane, Edwardville, IL 62025

1. Meeting called to order by Supervisor at 7:35 p.m.
2. Pledge of Allegiance recited.
3. Roll call showed all board members present.
Introduction of Guests – Seth Joy, Scott Ellner, Fred Decker, and Frank Provaznik
4. Minutes from March 15, 2012 were read by clerk. Arnold discussed the board's responsibility to approve a deputy clerk before the meeting begins in the case of the Clerk's absence. Arnold made motion to approve minutes from March with change in wording regarding Clerk/Deputy Clerk. Jack seconded. Hearing no further objections or changes, minutes approved.
5. Public comments – Fred contacted Bob Rohrkaste regarding the flag pole that is currently located at Bartlett Cemetery. He hopes to have a report by the next meeting.
6. Treasurer's Report was read by supervisor. Dennis made motion to accept Treasurer's report as read. Jack seconded. Hearing no opposition, treasurer's report approved.
7. Township and Road District bills were reviewed and approved for payment by Trustees
8. Reports
 - A. Supervisor's Report
 - Next Thursday, April 23, 2012, Madison County meeting will be held at our building.
 - Certified letter from B. Wienstein of Belleville News Democrat. He requested information/records on employees of Pin Oak Township citing the Freedom of Information Act. Letter read by Supervisor. Copy on file. Information to be compiled by Supervisor, Clerk to transfer info to an excel file and email per request.
 - Supervisor requested permission to have audit provided by Ed Small. Dennis made motion. Seth seconded. Motion approved.
 - Supervisor arranged for mowing of the property with the same company who has done it for the past several years at the same rate of pay of \$90.00 per mowing.
 - B. Highway Commissioner Report
 - New alignment was reviewed for Silver Creek Bridge that the engineers are proposing. \$1.365 million estimated for project, plus easements. Some additional funds will be put toward the project through county, state, and federal funds.
 - John S. is down in the back again. He is working off the vacation and sick days used through 2012 at this time. He is requesting an advance on vacation (20) and sick (20) days from 2013. If he doesn't work, he loses his insurance. Discussion followed. Arnold stated he has nothing against working with John who has been with us for 26+ years. Dennis agreed. Seth would normally be concerned with exceptions like this, but would defer to the board's recommendation. Jack would like to know more about John's medical situation. Bob suggested waiting until next meeting to see if there is more information available at that time. Seth made a motion to defer a decision on John to Bob's discretion. Arnold seconded.
 - C. Assessor's Report – no report.
 - D. Clerk's Report – no report.

- E. Trustee's Report – no report.
9. Old Business
- A. Property / Building Repair / Updates – Septic has been checked and is okay.
 - B. Building Cleaning – Jackie discussed the need to find someone to clean the bathrooms, restock them, clean the kitchen area, mop the floor and maintain the window blinds and such. Jack commented that the board should provide a list of duties to be performed and then submit the job for bids. We should seek a resident of Pin Oak first and if no one is available or qualified then move outside the area. How often should the building be cleaned, should there be a cleaning fee each time? Dennis suggested having the building cleaned at least once a week regardless of occupancy. Seth asked if there was a deposit requested for rental. Jack suggested an additional \$100.00 be collected at the time of rental to be returned later if building is cleaned to specifications. Discussion followed. Seth suggested he get together with Jackie and come up with a list of cleaning duties to be performed weekly. Next meeting, we will review list and proceed as discussed.
 - C. Property Manager – drop from agenda.
 - D. General Town Budget Reviewed by board, no changes made. Proposed budget to remain posted until next meeting.
 - E. Road District Budget Reviewed by Road Commissioner, one change made. Revised budget to be posted until next meeting.
10. New Business
- A. Trustee Applicants – Executive session held and a trustee, Seth Joy, has been appointed. It was not a unanimous decision. The term is for 1 year. Seth was sworn in by the Clerk and proceeded to perform duties of trustee at the meeting.
 - Seth Joy – Pin Oak Township resident for 9 years. Personal life VP in a company. Has been attending meetings for 2 years. Originally came to meetings to discuss subdivision roads, but would not participate in discussion
 - Fred Decker – Everyone here knows me from serving on the board in the past with most of you. You pretty well know everything there is to know about me.
 - Scott Ellner – Resident in Pin Oak for 12 years. Director of Clinical Systems in IT. Work at various hospitals. Consideration for appointment to the board, I have an interest in getting apprised of any growth in the area. Been to I-55 corridor meetings in the past.
 - Executive session was held and an applicant, Seth Joy, has been appointed as Trustee. It was not a unanimous decision. The term is for 1 year. Seth was sworn in by the Clerk and proceeded to perform duties of trustee at the meeting.
 - B. Supervisor approval to pay bills for Township and Road District.
 - Permission is to be granted to Supervisor to pay bills while the budget is waiting approval. Seth made a motion to allow bills to be paid. Dennis seconded.
 - Seth made a motion to allow supervisor to pay utilities and payroll as needed without trustee approval. Dennis seconded.
 - C. Next Township meeting to be held May 17, 2012.
11. Dennis made a motion to adjourn. Seth seconded. Hearing no objections, meeting adjourned at 9:00 p.m.

Respectfully submitted by Kathy Long, Clerk

Note: May's Agenda - Jack would like to discuss the possibility of designing a website for Pin Oak Township to provide residents with more information.

