

# Annual Town Meeting of Pin Oak Township

3700 Tosovsky Lane, Edwardville, IL 62025

July 21, 2020 - 6:00 p.m. – MINUTES

(April 14, 2020 – meeting was cancelled per IL Governor due to Coronavirus/Covid-19)

Covid 19 rules are in effect per the Governor. We have received approval from Madison County Health Department for this meeting and will be following the safety procedures at our meeting. A maximum of 50 attendees is allowed. Attendees were asked to sign in and received a name badge. Registered voters in attendance are eligible to vote on agenda items as needed.

Attendees:	Seth Joy	Charlene Mitchell
Jack Mitchell	Jay Kohlmiller	Dennis Mueller
Robert Helms	Kathy L. Long	

1. The Annual Town Meeting was called to order and an announcement regarding safety distancing, masks and consideration of other attendees was provided by Kathy Long, clerk. All attendees received a copy of safety guidelines, the 2020 meeting agenda, 2019 Annual Town Minutes, supervisor's report for 2019-2020, future meeting dates, and Town and Road District budgets.
2. The Pledge of Allegiance was recited.
3. Nominations accepted for Moderator of Annual Town Meeting – must be a registered voter in Pin Oak Township. *Jack made a motion to nominate Seth Joy. Hearing no other nominations, Seth accepted the nomination. Dennis seconded the motion. Seth Joy was unanimously approved to be Moderator of the meeting.*
4. Appointment of Moderator and Oath of Office was given by the clerk. Seth Joy assumed control of the meeting.
5. Minutes from April 19, 2019 Annual Town meeting were read by the clerk. Seth made a few suggestions to help clarify dollar amounts in the report. *Dennis made a motion to approve the 2019 minutes as read with suggestions added. Robert seconded. Hearing no further discussion, the 2019 Annual Town Minutes were approved.*
6. Annual Financial Statement for 4/1/2019-3/31/2020 was completed by the Township Supervisor/Treasurer. Copies were distributed for review by attendees, statement does not have to be read aloud when copies are available. Moderator asked for discussion as needed and then requested approval for each account.
  - A) Pin Oak General Town Fund – *Dennis M. made a motion for approval. Robert H. seconded. General Town Fund was approved.*

- B) Pin Oak General Town Audit Fund – *Jack M. made a motion for approval. Dennis M. seconded. General Town Audit Fund was approved.*
- C) Pin Oak General Town Social Security Fund – *Dennis M. made a motion for approval. Robert H. seconded. General Town Social Security Fund was approved.*
- D) Pin Oak General Town General Assistance Fund – *Jack M. made a motion for approval. Dennis M. seconded. General Town General Assistance Fund was approved.*
- E) Pin Oak General Road and Bridge Fund – *Robert H. made a motion for approval. Dennis M seconded. General Road and Bridge Fund was approved.*
- F) Pin Oak General Road and Bridge Audit Fund – *Dennis M. made a motion for approval. Jack M. seconded. General Road and Bridge Audit Fund was approved.*
- G) Pin Oak General Road and Bridge Social Security Fund – *Jack M. made a motion for approval. Dennis M. seconded. General Road and Bridge Social Security Fund was approved.*
- H) Pin Oak Permanent Road and Bridge Fund – *Jack M. made a motion for approval. Dennis M. seconded. Permanent Road and Bridge Fund was approved.*
- I) Pin Oak Special Bridge Fund – *Dennis M. made a motion for approval. Jack M. seconded. Special Bridge Fund was approved.*
- J) Pin Oak Building and Equipment Fund – *Jack M. made a motion for approval. Dennis M. seconded. Building and Equipment Fund was approved.*

*Dennis M. made a motion to accept the complete 2019-2020 Treasurer's Report. Jack M. seconded. Hearing no objections or further discussion, the full report was unanimously approved.*

## 7. Annual Town Business

- a. 2020 – 2021 Township Budgets, without remaining balances added, were reviewed by the clerk. *Dennis M. made a motion to move \$5,000 from General Town Fund to Audit Fund. Jack seconded. All in favor, motion was approved.*
- b. 2020 – 2021 Road District Budgets, without remaining balances added, were reviewed by clerk.
- c. 2020 – 2021 Monthly Meeting Schedule – was reviewed for clarification.

d. 2021 – 2022 Monthly Meeting Schedule – schedule was presented for review and approval. *Jack M. made a motion to approve the schedule as presented. Dennis M. seconded. Hearing no further discussion, the schedule was approved for posting.*

- Road Projects / Road Safety Issues (Robert Helms)

1) Silver Creek Bridge is coming along. It may be completed this fall.

2) Neighborhood families are requesting three-way stop signs at the junction of Goshen and Staunton. Robert H. will check in with Edwardsville as it is part of their responsibility.

- Cemeteries in the Township (Stille's Property, Hagler and Bartlett)

Hagler Cemetery and a small one on Stille's property are currently under the supervision of Pin Oak Township. They are not active cemeteries, at this time.

Bartlett Cemetery is within Pin Oak Township and is considered active. The Cemetery board is requesting that Pin Oak Township take over Bartlett Cemetery. 2020 activity to date is 4 grave plots sold, 2 burials since January, grass cutting, headstone maintenance and graves marked for headstones. Road needs to be repaired, trees and bushes need to be cut back, and someone needs to be on call. Discussion followed. Recommendation was made to take over officially as of August 1, 2020.

*Jack made a motion for Pin Oak Township to accept responsibility for Bartlett Cemetery as of August 1, 2020. Jay and Robert seconded. Hearing no further discussion, motion was approved.*

Cemetery Trustees: The Township may have up to four cemetery trustees and may pay up to \$1000.00 each per year (\$83.33 per month). *Seth made a motion to appoint Randy Long as one of the trustees as of August 1, 2020. Jay seconded. Additional trustees will be sought for assistance with the cemeteries.*

- Webpage Update – Seth suggested getting someone new to assist with web design for our website. Ours is in dire need of updating for safety and ease of use. We may want to investigate options provided by Township Officials of IL (TOI).
- Other items to be considered require a 3/5 majority vote of the electors present. No other items were discussed.

8. Public Comments – Seth J. thanked our road commissioner and his workers for their efforts in keeping the roads in great condition year round. He also commented on the thorough snow removal efforts of the crew in the winter.
9. Adjournment –*Jack M. made a motion to adjourn the meeting. Dennis M. seconded. Hearing no objections, meeting was adjourned at 7:02 p.m.*

2020-2021 Monthly meeting schedule was reviewed and approved at 2019 Annual Town Meeting  
Meetings are held at 3700 Tosovsky Lane, Edwardsville, IL

*\*Meetings were changed due to IL Governor's orders regarding Covid-19 status.*

\*April 14<sup>th</sup> – Annual Town Meeting was cancelled. Board members met at 6:30 p.m. as previously approved. No meeting April 16<sup>th</sup>.

May 21<sup>st</sup> – 6:30 p.m.

June 18<sup>th</sup> – 6:30 p.m.

\*July 21<sup>st</sup> – following the rescheduled Annual Town Meeting. No meeting July 16<sup>th</sup>.

August 20<sup>th</sup> – 6:30 p.m.

September 17<sup>th</sup> – 6:30 p.m.

October 15<sup>th</sup> – 6:30 p.m.

November 19<sup>th</sup> – 6:30 p.m.

December 17<sup>th</sup> – 6:30 p.m.

January 21, 2021 – 6:30 p.m.

February 18, 2021 – 6:30 p.m.

March 18, 2021 – 6:30 p.m. – end of fiscal year 3/31/21

**2021-2022 Monthly meeting date schedule as reviewed and approved**

April 13<sup>th</sup> – following the Annual Town Meeting. No meeting April 15<sup>th</sup>.

May 20<sup>th</sup> – 6:30 p.m.

June 17<sup>th</sup> – 6:30 p.m.

July 15<sup>th</sup> – 6:30 p.m.

August 19<sup>th</sup> – 6:30 p.m.

September 16<sup>th</sup> – 6:30 p.m.

October 21<sup>st</sup> – 6:30 p.m.

November 18<sup>th</sup> – 6:30 p.m.

December 16<sup>th</sup> – 6:30 p.m.

January 20, 2022 – 6:30 p.m.

February 17, 2022 – 6:30 p.m.

March 17, 2022 – 6:30 p.m. – end of fiscal year 3/31/22

Respectfully submitted,

Kathy L. Long, Clerk and Seth A. Joy, Moderator