

**May 15, 2017 – May 16, 2021 TERM**

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

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

February 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. Roll call showed Jay, Kathy, Seth, Jack, and Dennis present. Robert and Tim were absent.
4. David Buescher was in attendance as our guest.
5. Minutes from January 21, 2021 were read by the clerk. *Jack made a motion to approve the minutes as read. Dennis seconded. The January 2021 minutes were unanimously approved by the board.*
6. Public comments – David B. inquired about a tornado siren in his area, across from the Animal Control/Humane Shelter. He has contacted Dalton Greg of Madison County. Seth will assist with obtaining information regarding the possibility of a tornado siren.
7. Treasurer’s Report was read by the supervisor, no discussion was held. *Seth made a motion to approve the Treasurer’s Report. Jack seconded. The January Treasurer’s Report was unanimously approved by the board.*
8. Township and Road District bills were reviewed and approved by the board for payment.
9. **REPORTS**
  - A. Supervisor’s Report
    - 1) Bookkeeping Update – Jay is using QuickBooks and working on the payroll checks for the crew. Discussion was held on future changes in bookkeeping.
    - 2) Audit plans – Jay has been checking with several companies to see who is familiar with township audits and requesting an estimate of a three year audit.
  - B. Highway Commissioner’s Report per a phone call to the clerk.
    - 1) Silver Creek Bridge – nothing new.
    - 2) Maintenance Shed – nothing new
    - 3) Roads – Our crew has been out and taking care of the roads for long hours during the heavy snow. So far, no complaints have been heard.
  - C. No Legal Report – Seth reported there has been no movement on the Agreement between Pin Oak and Edwardsville.

D. Clerk's Report

- 1) Shred It – Contract was completed online, cost was listed at \$250.00 per hour. Saturday, May 1<sup>st</sup> from 9-1:00 p.m. Jay has sent payment information.
- 2) Economic Interest Statements to be completed when notification is received through emails.

E. Trustee's Report – no report.

F. Cemetery Trustee's Report – Randy Long – nothing new to report at this time.

G. Rental Manager's Report – Charlene Mitchell – Board discussed holding off on opening the building at this time. We will continue to discuss it at each monthly meeting. The building will be used as a voting location for Pin Oak Township in April.

10. **OLD BUSINESS**

A. Property Maintenance / Building Use – Jack had Stephens Flooring stop by to check for moisture and potential asbestos in the flooring and mastic. Wellington Environmental came by and took samples in the office and main hall for testing. If there is asbestos in the flooring, Wellington would have to remove it for safety reasons. Stephens Flooring will be available for a presentation and potential quote on various choices. Also, Commercial Flooring was contacted, no response. Jack also mentioned updating the kitchen area when doing the flooring.

B. Pin Oak Township Webpage (Jack & Seth) – Rental Agreement update to be posted on the website. Jack mentioned that all pages on not accessible from the main page available to the public.

C. Goshen Road Maintenance agreement with Edwardsville – no new information.

D. Road District Workers – Salary and Benefits – no new information.

E. April 6, 2021 Consolidated Election

11. **NEW BUSINESS**

A. Annual Town Meeting Agenda Item suggestions:

- 1) 2021-2022 Meeting Dates
- 2) Township Recycle Day
- 3) Maintenance Shed
- 4) Updates on Roads and Projects
- 5) Consolidate financial Structure for Town and Road

B. Adopt agenda for Annual Town Meeting at March meeting. Public notices to be posted by March 29<sup>th</sup>, notices also to be printed in newspapers.

C. Next meeting is March 18, 2021 at 6:30 p.m.

D. No other New Business was discussed.

12. Executive Session was not needed

13. *Seth made a motion for adjournment. Dennis seconded. Everyone agreed and the meeting was adjourned at 7:24 p.m.*

Respectfully submitted, Kathy L. Long, Clerk