

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

January 21, 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, Robert, Kathy, Seth, Jack, and Dennis present. Tim was absent.
4. No guests were in attendance.
5. Minutes from December 17, 2020 were read by the clerk. *Jack made a motion to approve the minutes as read. Seth seconded. The December 2020 minutes were unanimously approved by the board.*
6. No public comments were heard.
7. Treasurer’s Report was read by the Supervisor. *Seth made a motion to approve the December Treasurer’s Report. Dennis seconded. The December 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 – Journal entries are being made in QuickBooks for payroll beginning January 1st. Board discussed generating and updating an electronic equipment list annually for the road department.
 - 2) Audit plans are being reviewed. Jay will contact local companies for qualifications.
 - 3) W-2s were distributed for 2020. W-3 is complete and can be submitted electronically.
 - B. Highway Commissioner’s Report
 - 1) Silver Creek Bridge – nothing new.
 - 2) Maintenance Shed – Robert is checking with a local company, Pfund, regarding ideas for a maintenance shed. Robert is also checking on requirements to be followed for Townships/Road Districts. Discussion followed.
 - 3) Roads are being reviewed and plans for maintenance are being discussed. Seth and Jack would like to do another township road review for the board when safety permits.

- C. No Legal Report was heard.
- D. Clerk's Report - Shred It – Current rates are \$260.00 per hour with a minimum of 2 hours allowed. Saturday is the best day for scheduling a public shred day at the township property. Last time we offered this was in 2018, 9:00 am -1:00 pm, on a Saturday. It was a great success. Discussion followed. *Dennis made a motion to hold a public Shred Day on Saturday, May 1st from 9-1:00 p.m. Seth seconded. Motion was approved by the board.* Kathy will proceed to make the arrangements for Shred Day.
- E. Trustee's Report – no report.
- F. Cemetery Trustee's Report – Randy Long – nothing new at this time.
- G. Rental Manager's Report – Charlene Mitchell – nothing new at this time.

10. **OLD BUSINESS**

- A. Property Maintenance / Building Use – Seth is still working on getting bids for the floor.
- B. Pin Oak Township Webpage (Jack & Seth) – Kathy was able to utilize the website without problems.
- 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 – Certification of Ballot was submitted to the county clerk's office on Jan. 12, 2021. Candidates are as follows: Supervisor - Jay Kohlmler, Highway Commissioner - Robert Helms, Clerk - Kathy Long, Trustees - Jack Mitchell, Seth Joy, Dennis Mueller, and Timothy Tosovsky

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
- B. Next meeting is February 18, 2021 at 6:30 p.m.
- C. Seth asked to discuss having a light put up for security and safety at the entrance to township property. The light would be on Edwardsville's annexed property and should be their responsibility.
- D. No other New Business was discussed.

12. Executive Session was not needed

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

Respectfully submitted,
Kathy L. Long, Clerk