

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 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, Robert, Kathy, Seth, Jack, Dennis, and Tim were present.
4. Guest - Rick Emas of Stephens Floor Coverings and Cody Helms.
5. Minutes from February 18, 2021 were read by the clerk. *_Seth made a motion to approve the minutes as read. Jack seconded. The February 2021 minutes were unanimously approved by the board.*
6. There were no public comments.
7. Treasurer's Report was read by the Supervisor, no discussion was held. *Jack made a motion to approve the Treasurer's Report. Dennis seconded. The February 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. Everything should be ready for April 1st.
- 2) Audit plans – After this meeting, Jay should be able to wrap up the books and be ready for an audit. He will check with other townships to see who they use.

B. Highway Commissioner's Report

- 1) Silver Creek Bridge – remove from the agenda.
- 2) Maintenance Shed – nothing new

- 3) Roads – There is a problem with Oakland Drive in Oakland Hills Subdivision. The hill falls off and goes into a cul-de-sac. Robert met with Juneau to discuss under road seepage and potential road repairs. More information to come.
- 4) Hagler Cemetery got some rock dumped on the driveway.
- 5) One of our workers did not pass his randomly selected drug/alcohol test after returning from vacation. He has taken classes and passed, attended counseling, and must be tested 6 more times this year. Discussion followed. His reading was well below the ABL, but above 0.0. Alcohol testing is not a termination offense. He attended the meeting and presented his case to the board.
- 6) Clothing allowance for workers was discussed. The current rate is \$500.00 per worker per year. Robert would like to provide them with a one-time payment. The board agreed with his recommendation.

C. No Legal Report was heard.

D. Clerk's Report

- 1) Economic Interest Statements to be completed. Notification has been sent through emails. Some statements are able to be completed online, others are experiencing difficulty because our paper form, submitted with candidacy paperwork, has not been entered by the County Clerk's office for online availability.

E. Trustee's Report – a siren is planned for installation by the soccer fields at Plummer Family Park. The stop sign on the corner of Ridgeview was hit and is leaning over.

F. Cemetery Trustee's Report – Randy Long – We have had one request to mark a gravesite for installation of a headstone.

G. Rental Manager's Report – Charlene Mitchell – Calls are coming in for rentals. 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 – Rick Emas of Stephens Floor Covering Co. presented his findings on our building. Several choices and samples were presented for review. There is asbestos in the old area of the building, but not in the newer part. It could be removed, but we may be able to go over the floor. Luxury Vinyl Tile (LVT) flooring

does not require annual waxing. Standard Vinyl Tile (VCT) would require annual scrubbing, waxing, and buffing. COREtec Plus Enhanced Flooring comes in 9”x 48” panels. COREtec plus is easy to replace I damaged areas if needed and does not require waxing. Most of the flooring is good and they should be able to go over the current tiles. All new tiles are made in America. Discussion followed. Updating the kitchen area was also discussed and reworking some of the electrical. Larger samples should be available for a final decision at our next meeting.

- B. Pin Oak Township Webpage (Jack & Seth) – The site seems to be working, but it is being reviewed.
- C. Goshen Road Maintenance agreement with Edwardsville – paperwork is complete.
- D. Road District Workers – Salary and Benefits – no new information.
- E. April 6, 2021 Consolidated Election – no new information.

11. **NEW BUSINESS**

- A. Annual Town Meeting Agenda was reviewed. Seth made a motion to approve the agenda. Tim seconded. All board members were in favor and the 2021 Annual Town Meeting Agenda was approved.
- B. Public notices to be posted by March 29th, notices also to be printed in newspapers.
- C. Public notice to be posted for mowing services at the township property, Haglar Cemetery, and Bartlett Cemetery. Bids will be accepted and opened at our next meeting on April 13, 2021 following the Annual Town Meeting.
- D. No other New Business was discussed.

12. Executive Session was not needed

13. *Seth made a motion for adjournment. Tim seconded. Everyone agreed and the meeting was adjourned at 8:09 p.m.*

Respectfully submitted, Kathy L. Long, Clerk