

2013 – 2017 TERM

Eugene Kohlmiller - Supervisor
Robert Helms - Highway Commissioner
Kathy Long - Clerk

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

**May 21, 2015 - 6:30 p.m. – MINUTES - Regular Meeting of the Township Board
3700 Tosovsky Lane, Edwardsville, IL 62025**

1. Meeting was called to Order by the Supervisor.
2. Pledge of Allegiance was recited.
3. Roll Call showed most board members were in attendance (Seth called in to participate via speaker phone).
Guests – Don Ballard, Beverly Schipkowski, and Joreen Kohlmiller
4. Minutes from April 16, 2015 were read by the Clerk. Jack made a motion to accept the April minutes. Tim seconded. Hearing no objections, minutes were approved.
5. Public Comments –
 - A. Don Ballard thanked Robert and the road crew for their great work during the snow season. He is here tonight to represent Oak Land Hills Subdivision. Thank you to the board for your attention and repairs of multiple areas in the township. I appreciate your willingness to listen and work with the community.
 - B. Beverly stated that someone had cut the hill in front of her house and now all of the ground cover is dead. Robert will stop by to check it out and report at our next meeting.
6. Treasurer’s Report was read by the Supervisor. Dennis made a motion to approve the report. Jack seconded. Hearing no objections, report was approved.
7. Township and Road District bills were reviewed by the Trustees and approved for payment.
8. Reports
 - A. Supervisor’s Report
 1. Gene took the financial books to an auditor across from the post office. Waiting for an estimate on their cost of review.
 - B. Highway Commissioner’s Report
 1. Crew will oil Ridgeview Road tomorrow, beginning at Mont Road to just around the corner. We will double oil the section where the culvert work was done. Also, going to patch some areas. Some of the roads in Oak Land Hills subdivision to be patched as well.
 - C. Clerk’s Report
 1. Economic Interest statements were submitted by all Board Members.
 2. Fire Alarm instruction manual is located in the supply room above the unit.
 - D. Trustee’s Report
 1. Seth spoke to Beverly. He would like to meet with her to discuss some issues regarding donations to the hall.
 2. Website address banner has disappeared. Jack has the computer file and will have a new banner printed.
 - E. Rental Manager’s Report
 1. Beverly presented a list of rentals that need to be added to the calendar. (May 9, 16, 23, 30, June 6, & 20). She also discussed renter requests to come in the day before to decorate. Discussion followed. Seth to reword the contract to include set-up time subject to availability. Beverly also asked if the board would consider providing her with a raise.

9. Old Business

- A. 2015-2016 Pin Oak Township and Road District Budgets were approved by Trustees, Commissioner and Supervisor. Budgets to be submitted to County Clerk's office.
- B. Property / Building Repair / Updates
 - 1) Building/Property Maintenance
 - a) Dennis replaced the lock on the back door out of the furnace room. The building locks are Schlage. Estimate for a service call, rekeying locks and 30 new keys was \$130.00. Discussion followed. Kathy will make up a key request form. Dennis made a motion to have the locksmith change locks on June 15th. Jack seconded. Hearing no objections, motion was approved.
 - b) Outside lights are actually set on a timer that may not be functioning properly. Dennis recommended replacing the timer. He also wants to replace the halogen light outside the supervisor office. He will replace the lights on the front porch with LED light bulbs as well.
 - c) Bid was obtained from Four Leaf Outdoor Services for landscaping around the building. (Estimate #338 – Phase I = \$3,417.74 and Phase II = \$2,826.13 for a total of \$6,243.87) Board agreed to consider this as a Fall project. Don Ballard suggested asking Big Timber for a bid.
- C. Pin Oak Township Webpage (Jack & Seth) – rentals to be added.
- D. Ridgeview Road Box Culvert Replacement Project – SMS adjusted their bill by \$4500.00. Stutz sent an adjusted bill for \$45,000.00 as payment in full. No future discussion needed on this project.

10. New Business

- A. Pin Oak Township Park update – Bid was received (\$37,000.00) for a pavilion over the concrete slab. Commercial, closed ceiling, 33' wide, 40' long, gutters, down spouts. Discussion followed. Park update to be tabled until next meeting.
- B. Review Prevailing Wage Act for Township – approval is in June.

11. Executive Session – not needed.

12. Jack made a motion to adjourn the meeting. Tim seconded. Hearing no objections, meeting was adjourned.

Respectfully submitted,

Kathy Long, Clerk