

2009 – 2013 TERM

Eugene Kohlmeier - Supervisor
Robert Helms - Highway Commissioner
Jackie Provaznik - Assessor
Kathy Long - Clerk

Arnold Buescher - Trustee
Dennis Mueller - Trustee
Jack Mitchell - Trustee
Seth Joy - Trustee

January 17, 2013 - 7:30 p.m. – AGENDA - Regular Meeting of the Township Board 3700 Tosovsky Lane, Edwardsville, IL 62025

1. Meeting was called to Order by Supervisor at 7:35 p.m.
2. Pledge of Allegiance was recited.
3. Roll Call showed all board members present.
Introduction of Guest – Frank Provaznik
4. Minutes from December 20, 2012 were read by Clerk. Dennis made motion to approve minutes. Arnold seconded. Hearing no opposition, minutes were approved.
5. Public Comments – none at this time.
6. Treasurer's Report was distributed and read by Supervisor. Dennis made motion to accept the report. Jack seconded. Hearing no opposition, Treasurer's report approved.
7. Township and Road District Bills were reviewed and approved by Trustees.
8. Reports
 - A. Supervisor's Report
 - Cemetery Report – Application for Licensure or Exemption IL Cemetery Oversight Act form submitted for Pin Oak Cemetery (also know as Hagler-Klown) to state on Dec. 26, 2012. Copy filed with Township clerk for our records.
 - Quarterly Meeting of the Madison County Township Officials, Thursday, January 24th, 7:30 p.m., Pin Oak Township Senior Center, Program: Debra Ming-Mendoza, Madison County Clerk.
 - There is an increase in social security withholdings on checks to 6%.
 - RMA form to be completed by Highway commissioner for TORIMA insurance purposes.
 - Mel Harmann has retired as hall maintenance man and hall rental contact as of December 31, 2012. He has returned his keys to Gene.
 - Several hall rentals have already been requested for 2013. Gene is taking care of rentals until someone is selected.
 - W-2s were distributed for 2012.
 - B. Highway Commissioner's Report
 - Bob requested discussion regarding signage and wording for notification in the Pin Oak/Silver Creek Bridge area. Signage wording to be constructed by Bob and Kathy.
 - A check has been received from the Sheriff's office for fines issued in the township.
 - C. Assessor's Report
 - Beginning of January, the yellow discount renewal cards were sent to Pin Oak Seniors. Anyone who will be 65 this year can get signed up for the discount.
 - End of February, circuit breaker discount forms will be available. License renewal stickers are one form of an economical savings for seniors with this discount.
 - New computer program is finally available and will be installed this coming week in our assessor office.
 - Our seven year old computer is in the shop. It may be more economical to replace it than repair it.

- Quad information gathering is scheduled to be wrapped up this week. Hopefully, information will be available to us soon. Any changes will need to be entered into the new system by mid-June.
- D. Clerk's Report
- Certification of Ballot form for Township Offices was completed and filed in the County Clerk's office.
 - Requested permission from Commissioner for items to be placed on webpage.
- E. Trustee's Report
- Arnold has an individual, Eldon Weigand, who might be interested in working with the rental schedule and possible maintenance. Discussion followed regarding responsibilities, contracts, deposits, payments, and other possible applicants.
9. Old Business
- A. Property / Building Repair / Updates / Flag Pole
- Dennis reported on three different types of flag poles. Discussion followed on specifications, pricing and safety issues. Aluminum pole with outside rope was suggested by board. Information provided from "The Flag Pole Company". Arnold made a motion to purchase the flag pole recommended by the board. Seth seconded. Flag pole purchase approved.
 - Lock on inside Supervisor/Clerk office door to be changed to allow for cleaning. Outside door and storage/file doors to remain unchanged.
- B. Building Cleaning (Jackie & Seth)
- Seth presented proposal from Brefield to buff the floors. Discussion followed. Seth made motion to approve floor buffing proposal. Dennis seconded. Hearing no opposition, motion was approved.
- C. Pin Oak Township Webpage (Jack)
- Board meeting minutes added through November 2012. Pictures added of Road District and Senior Center buildings.
 - Jack and Seth want to look into options for placing a calendar on our website. Discussion followed. Jack to look into getting help for more in-depth webpage design.
10. New Business
- A. Assessor Budget submitted to Board for April 1, 2013 to March 31, 2014. Budget amount to remain the same as last year. Seth made motion to approve assessor's budget. Arnold seconded. Hearing no opposition, budget approved.
- B. Next Township meetings to be held February 21, and March 21.
11. Executive Session – not needed.
12. Seth made a motion to adjourn the meeting. Dennis seconded. Hearing no opposition, meeting adjourned at 8:58 p.m.

Respectfully submitted,

Kathy L. Long, Clerk