

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

June 21, 2018 - MINUTES - Regular Meeting of the Township Board
3700 Tosovsky Lane, Edwardsville, IL 62025

1. The meeting was called to order by the supervisor at 6:30 p.m.
2. The Pledge of Allegiance was recited.
3. Roll call by the clerk showed all board members were present except for Tim.
4. Guests in attendance were Charlene Mitchell and Darrell Giesecking.
5. Minutes from May 17, 2018 were read by the clerk. Jack made a motion to approve the minutes. Dennis seconded. Hearing no objections, May minutes were unanimously approved.
6. No Public comments were heard.
7. Treasurer's Report was distributed and read by the supervisor. Dennis made a motion to approve the treasurer's report. Seth seconded. Hearing no objections, Treasurer's report was approved.
8. Township and Road District bills were reviewed by the Trustees and approved for payment.
9. Reports
 - A. Supervisor's Report
 1. Audit Update – no more information at this time.
 2. TOIPAC – individual membership is requested. No township funds may be used.
 3. There was a hearing on June 12th regarding some zoning issues within Pin Oak Township.
 - B. Highway Commissioner's Report
 1. Road worker benefits
 - A) Retirement for Workers – information was provided to the workers. Robert suggested they contact Edward Jones to work out an individual plan for themselves and come back with information. Discussion followed.
 2. Darrell Giesecking – R.O.W. – Robert contacted Juno and requested a survey regarding the property and the culvert. No further information is available at this time. Discussion followed with Mr. Giesecking and the board members. John Ruth, a neighboring property owner, contacted Robert regarding the property in question and asked to contact his attorney before we proceed.
 3. Maple Grove Road Box Culvert – the boxes will be ready around next week. Old Troy Road work has begun. Emergency services needs access to the area. Our schedule has moved to July 8th or later.
 4. Silver Creek Bridge – Project is back on the books. Plans are available for review. The old bridge is staying in place because it is a historical landmark. The new bridge will be beside it but not any higher, so it will still flood occasionally. The road will be straightened out a bit. Easements need to be purchased from various land owners in the area.
 5. Mini Excavator – 2 month rental is maximum to go towards purchase price. More discussion to follow next meeting.
 - C. No Legal Report was heard.
 - D. Clerk's Report
 - 1) Town and Road District Budgets have been filed with the County Clerk.
 - 2) Robert suggested to the board to ask Kathy to become a Notary of Public. The Board asked her to get information for the next meeting.
 - E. Trustee's Report
 - 1) Jack asked to organize a tour of the township. More discussion to follow.
 - F. Rental Manager's Report – Charlene Mitchell – 6/24 all day rental, 6/30 – all day rental and 7/1 rental.

10. Old Business
 - A. Building/Property Maintenance – Dennis installed a yellow light by the Supervisor/Clerk office door.
 - B. Pin Oak Township Webpage (Jack & Seth) – Our site is very vulnerable to spam and hackers. Tyler can move obvious spam to a separate folder. There is a solution at a monthly cost of about \$25.00 each month for a spam filter. Discussion followed. Board agreed to try the solution suggested.
 - C. Janitorial Contract - Seth is working with Jay.
 - E. No other Old Business was discussed.
11. New Business
 - A. Prevailing Wage Adoption to be approved for the Township and Road District. Discussion followed. Board members signed the Resolutions for approval.
 - B. Records Retention and Disposal – Shred It Information was provided by the clerk. \$250.00 base (includes 10 boxes) and \$10.00 per additional box. A Shred It Day could be held on a Saturday for \$250.00 per hour, 3 hour minimum. Discussion followed. Jack suggested holding a Shred Day on September 8th. Clerk will call and set up a Shred it Day.
 - C. Dennis made a motion to update the Supervisor and Clerk laptop computers to provide better working equipment and files. Jack seconded. Hearing no objection, motion was approved.
 - D. Seth made a motion to enlist a payroll service to keep our records. The service also sends in the information and payments for Federal and State Taxes.
12. Executive Session – if needed.
13. Seth made a motion to adjourn the meeting. Jack seconded. Hearing no objections, meeting was adjourned at 7:34 p.m.

Respectfully submitted,
Kathy L. Long, Clerk