

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

September 17, 2020 - 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 the Corona Virus 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 present.
4. There were no guests in attendance.
5. Minutes from August 20, 2020 were read by the clerk. Minutes should read Riggin Road, not Reagan Road. Correction made. *Tim made a motion to accept the minutes as read with the correction. Dennis seconded. Hearing no objections, the August minutes were approved by the board.*
6. No public comments were heard.
7. Treasurer's Report was read by the Supervisor. *Jack made a motion to accept the treasurer's report as read. Dennis and Tim seconded. Hearing no objections, the August Treasurer's Report was approved by the board.*
8. Township and Road District bills were reviewed by the Trustees and approved for payment.

9. **REPORTS**

A. Supervisor's Report

- 1) Bookkeeping Update – computer is back, still playing with Quickbooks. Report distributed tonight shows budget versus actual bank balance. This will be very helpful when planning projects for the road and town.
- 2) Electronic Bill Payment Update – all set up.
- 3) No other Items were discussed.

B. Highway Commissioner's Report

- 1) Silver Creek Bridge – should be completed soon. Guard rails should be installed soon and trees need to be planted.
- 2) Maintenance Shed – nothing new.
- 3) Equipment – trade in on our 2015 bobcat (\$40,000), municipal discount (\$30,000), 2020 bobcat is a little over \$93,000 originally. Cost will be around \$23,000.00. Discussion followed. *Dennis made a motion to purchase the bobcat for the road district. Tim seconded. Hearing no further discussion, motion approved by the board..*
- 4) Robert built a saw for the bobcat that will reach up in the tree for easier trimming. May be able to use it this fall.
- 5) Road crew has finished up on oil and chipping for the year.
- 6) Recently purchased a rhino mower for \$7,000.00. Our old one could be sold for income.

C. No Legal Report was heard.

- D. Clerk’s Report
 - 1) Town and Road District Budget Resolutions have been filed with the County Clerk’s office.
- E. No Township Trustee’s Report was heard.
- F. Cemetery Trustee Report (Randy Long) – a grave site was marked for a headstone and it has been set. A second grave site was marked for a headstone, the foundation has been set.
- G. No Rental Manager’s Report was heard.

10. **OLD BUSINESS**

- A. Property Maintenance – nothing new.
- B. Pin Oak Township Webpage (Jack & Seth) – Seth discussed Thomas Grieve of Fizz Creative, a new company he is working with from Edwardsville. Our old company went out of business without our knowledge. Seth will provide more information at future meetings. Our current webpage is still working, but not well protected.
- C. IDHR Sexual Harassment Prevention Training – all forms have been submitted and filed in the office as required by the state.
- D. Goshen Road Maintenance agreement with Edwardsville – no new information available.
- E. No other Old Business was discussed.

11. **NEW BUSINESS**

- A. Board Salaries for new term. Discussion followed on the salary for each elected office.

Office	Salary
1. Supervisor	\$11,250.00 Annually (\$937.50 monthly)
2. Road District Treasurer	\$1,000.00 Annually (\$500.00 Sept. & March)
<i>Dennis made a motion to keep the Supervisor and Road District Treasurer salaries the same. Jack seconded. Motion approved by the board.</i>	
3. Road Commissioner	\$36,000.00 Annually (\$3,000.00 monthly)
<i>Dennis made a motion to keep the Highway Commissioner salary the same. Jack seconded. Motion approved by the board.</i>	
4. Clerk	\$9,000.00 Annually ((\$750.00 monthly)
<i>Dennis made a motion to keep the Clerk salary the same. Tim seconded. Motion approved by the board.</i>	
5. Trustees (4)	\$1,200.00 Annually (\$100.00 monthly)
<i>Dennis made a motion to keep the four Trustee salaries the same. Tim seconded. Motion approved by the board.</i>	
6. Cemetery Trustees (4)	\$1,000.00 Annually (\$83.33 monthly)
<i>Dennis made a motion to keep the four Cemetery Trustee salaries the same. Tim seconded. Motion approved by the board.</i>	
7. Assessor	\$7,500.00 Annually (\$625.00 monthly)
<i>Jack made a motion to keep the Assessor salary the same to potentially fill the position or pay the county for their assessment services in lieu of an assessor. Seth seconded. Motion approved by the board.</i>	

A resolution will be created, by the clerk, for presentation and approval at our next meeting with the approved salary information listed above.

- B. Town and Road District Tax Levies must be adopted by December meeting. Worksheets were distributed for review by the board by our next meeting. Drafts of the Tax Levies should be posted after 10/15/2020 meeting for 30 days and voted on at our November meeting.

- C. Road District worker salaries and benefits. Discussion followed regarding Personal Time Off (PTO) versus vacation and sick time, banking vacation/sick/PTO hours from one year to the next, salary, insurance, and annual review/salary increase for Road District workers. Seth discussed working on this a small bit at a time. Please bring suggestions in writing to our next meeting.
 - D. Next meeting is October 15, 2020 at 6:30 p.m.
 - E. Candidate Packets for next term were distributed and discussed. The clerk may not notarize any paperwork for candidates. Candidates should verify their own paperwork for submission by checking the 2021 Candidates Guide in the township office or on the website (www.elections.il.gov). Petition signatures may be obtained beginning September 22, 2020. Packets are available for anyone wishing to seek office in Pin Oak Township, please contact the clerk or seek the information on the state website.
 - F. Our ordinance establishing the reimbursement of all Travel, meal, lodging, and other expenses was reviewed. Discussion followed. Board members decided to update the ordinance per state requirements and approve it at our next meeting.
 - G. No other New Business was discussed.
12. Executive Session was not needed.
13. *Jack made a motion to adjourn the meeting. Dennis seconded. Hearing no objections, meeting was adjourned by the board at 7:57 p.m.*

Respectfully submitted,
Kathy L. Long, Clerk