

May 2025 – May 2029 TERM

Josh Bohnenstiehl - Supervisor
Robert Helms - Highway
Commissioner
Kathy Long - Clerk

Tanner Alexander – Trustee
Seth Joy – Trustee
Jack Mitchell - Trustee
Dennis Mueller - Trustee

October 16, 2025 – MINUTES - Regular Meeting of the Township Board 3700 Tosovsky Lane, Edwardsville, IL 62025

1. Meeting was called to order by the Supervisor at 6:30 p.m.
2. Pledge of Allegiance was recited.
3. Roll call – Josh Bohnenstiehl, Robert Helms, Tanner Alexander, Jack Mitchell, Dennis Mueller, and Kathy Long were present. Seth Joy was absent.
4. Guests in attendance - Randy Long
5. Minutes from September 18, 2025, were read by the clerk. *Tanner made a motion to accept the monthly minutes with two corrections. Dennis seconded. The September 2025 meeting minutes were approved by the board.*
6. Public Comments were presented.
7. Treasurer’s Report – Josh gave a verbal report. Robert asked if he could have a report that shows his actual remaining balance in the various accounts. *Dennis made a motion to approve the Treasurer’s report as presented by the Supervisor. Jack seconded the motion. Motion carried to approve the report.*
8. Township and Road District Bills were reviewed by the Trustees and approved for payment.

9. **REPORTS**

A. Supervisor’s Report - Josh Bohnenstiehl

- 1) Audit Update – work has begun on the 2024-2025 audit.
- 2) IDES Update – work is progressing.
- 3) IRS Update – work is progressing.
- 4) IL Tax Update – forms are complete, signatures and checks to be completed, all forms to be mailed in one packet as certified/registered mail.
- 5) Comptroller’s Report – auditors are working on 2024-2025 fiscal year.
- 6) Fuel Incident Update – current information not available.

Jack made a motion to accept the Supervisor report. Dennis seconded. Supervisor’s report was approved by the board.

B. Highway Commissioner's Report - Robert Helms

- 1) Roads – Workers finished up the storm sewers on Sequoia. It was quite a project, but they did well. There is a drainage problem in the Silver Creek area that is being addressed.
- 2) Equipment, Hosto Bridge, and Timber Ridge Subdivision - nothing to report
- 3) Township Road Tour – not scheduled yet.
- 4) Robert recommended giving the road workers a raise of \$1.00 per hour. It would add up to about \$6000.00 total additional expense per year. He suggested the raise begin on the next pay period. *Dennis made a motion to approve the increase in the next pay period. Tanner seconded the motion. Board approved the motion.*

Tanner made a motion to approve the Commissioner's Report. Jack seconded. The report was approved by the board.

C. Legal Report – Philip J. Lading, Attorney. A message was received from Mr. Lading requesting the last three years of our Town and Road Tax Levy Ordinances. The copies were sent as well as a draft of our current Ordinances. His suggestion is to determine the new Town and Road Tax Levy rates at the October meeting and approve the Ordinances at our November meeting. There were also a few minor corrections in the dollar amounts to keep the totals under a 5% increase.

D. Clerk's Report –

- 1) Robert reported that the replacement license plate has been received.
- 2) A copy of the final Comptroller's Report will be filed with the County Clerk's office tomorrow.

E. Cemetery Report – Randy Long – no calls to date.

G. Rental Manager's Report – Charlene Mitchell – 10/26/25 Baby Shower Rental

F. Trustees Report – no additional report.

10. **OLD BUSINESS**

A. Property Maintenance / Building Use –

- 1) Septic system was pumped and a clean out lid was added for future convenience.

B. Pin Oak Township Webpage (www.pinoaktownship.org) was corrected to include Seth Joy as a Trustee. Kathy was able to place additional pages on the webpage. Input was requested on what to put on pages. 1) Annual Town Minutes, 2) Resolutions/Ordinances. Check with Webpage Company to see if additional charge will apply for extra pages.

- C. Office Equipment, QuickBooks, Recordkeeping – everything seems to be running smoothly.
- D. Potential Property purchase – Let the board know if any prospective property becomes available.
- E. No Other Old Business was discussed.

11. **NEW BUSINESS**

- A. Ordinance 2025-26-8 Pin Oak Township Road Tax Levy – Robert recommended a 3% increase for the Road Tax Levy. Discussion was held by the board and Road Commissioner. *Jack made a motion to accept the Road Tax Levy recommendation. Tanner seconded. Motion carried.*
- B. Ordinance 2025-26-9 Pin Oak Township Town Tax Levy – Discussion was held by the board and a recommendation for a 5% increase for the Town Tax Levy was reached. *Jack made a motion to accept the 5% recommendation for Town Tax Levy. Dennis seconded. Motion carried.*
- C. MCT Micro Map Zone – A letter was received by the Supervisor and was read by the clerk. A resident asked the township to consider joining Madison County Transit to provide ride service for residents in our area. Tanner explained that the funding would be collected from sales tax on businesses in Pin Oak Township and not directly taxed to residents. Discussion followed and the board determined to have S.J. Morrison attend a meeting for clarification of cost and area of coverage for the service.
- D. Gateway Enterprise Zone - James Arnold contacted the Supervisor and Clerk. They recommended he attend a meeting to discuss the issue with the Board members. Discussion followed on past practices with the Gateway Enterprise Zone. An email was received by the clerk from James that he plans on attending the November meeting.
- E. Next meeting date is November 20, 2025 at 6:30 p.m.
- F. No other New Business was discussed.

12. Executive Session was requested by the Supervisor.

13. *Dennis made a motion to adjourn the meeting. Jack seconded. The board approved the motion and the October meeting was adjourned at 7:49 p.m.*

Respectfully submitted, Kathy L. Long, Clerk