

## 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

### **December 18, 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, Seth Joy, Dennis Mueller, and Kathy Long were present. Jack Mitchell was absent.
4. Guests in attendance –James Arnold, Eric Williams, and Randy Long
5. Minutes from November 20, 2025, were read by the clerk. *Seth made a motion to accept the monthly minutes. Dennis seconded. The November 2025 meeting minutes were approved by the board.*
6. No Public Comments were presented.
7. Treasurer’s Report – Josh discussed steps to be taken in QuickBooks that will allow for more accurate reporting. Josh must reconcile the accounts from May, when he started, and then the reports should be available. *Seth made a motion to approve the Treasurer’s report as presented by the Supervisor. Tanner 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 – Josh talked to West and Company about the 25 and 26 audits. They will complete both years at the same time.
    - 2) IDES – no new information
    - 3) IRS – Some late charges have been assessed. Information has been scanned and sent to the auditors to review and let us know how to proceed.
    - 4) ILTax – no new information
    - 5) Comptroller’s Report – on hold until audits are completed in Summer 2026. Notice was given to the comptroller’s office about the delay.
    - 6) Fuel Incident Update – current information not available.

- 7) Charges on our Busey Bank statements. Tanner will research the charges. He also suggested putting out an RFP for various banks to see what they can offer us. Tanner offered to follow through on the RFP request.

*Seth made a motion to accept the Supervisor report. Tanner seconded. Supervisor's report was approved by the board.*

B. Highway Commissioner's Report - Robert Helms

- 1) Roads – Crew has been working on some roads and ditches.
- 2) Equipment – We are cleaning up the trucks and getting ready for winter.
- 3) Hosto Bridge – no update
- 4) Timber Ridge Subdivision – nothing new
- 5) Township Road Tour – Tanner and Josh accompanied Robert on a tour of our township roads and now have a better understanding of the area we service, upcoming and current projects.
- 6) EPA Inspection – Robert was notified less than 24 hours in advance. He has not received the report yet.

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

C. Legal Report – nothing to report.

D. Clerk's Report –

- 1) Township and Road District Tax Levies and Certification in Truth in Taxation have been filed with the County Clerk's office.

E. Cemetery Report – Randy Long – Have not received any inquiries lately.

G. Rental Manager's Report – Charlene Mitchell had shoulder surgery and Jack will be taking over her duties during her recovery. He said she is recovering well today.

F. Trustees Report – no additional report.

10. **OLD BUSINESS**

A. Property Maintenance / Building Use – nothing to report

B. Pin Oak Township Webpage ([www.pinoaktownship.org](http://www.pinoaktownship.org)) - is current.

C. Office Equipment, QuickBooks, Recordkeeping – nothing new

D. Potential Property purchase – Let the board know if any prospective property becomes available.

E. Gateway Enterprise Zone – James and Eric offered assistance and explanations on the Gateway Enterprise Zone process. Tanner asked if anyone outside the City of

Edwardsville was being brought into the process. There are other areas that are being pursued outside the area. Pin Oak is the last one needed for this area. Discussion followed. Tanner discussed some past issues between Pin Oak and Edwardsville. Robert has been in contact with Eric and there seems to be a better sense of understanding. Seth discussed the need to work with the county and learn how to better utilize the Tax Levies and the Gateway Enterprise Zone. Eric offered information. Board discussion followed.

*Seth made a motion that Pin Oak Township Board approve the Gateway Enterprise Zone as presented. Tanner seconded the motion. All board members approved the motion. (Jack was in attendance for this discussion via a phone call.)*

Trustees made an inquiry regarding the Goshen Road Project. James and Eric received a response from the Federal side to remove the car charging sites and to resubmit the proposal. They are waiting for final approval.

F. No other Old Business was discussed.

11. **NEW BUSINESS**

A. MCT Micro Map Zone – no further discussion until more information is received.

B. Proposed Subdivision on the corner of Goshen Road and Staunton Road was discussed by Eric, James and Robert. Traffic and stormwater issues are always worrisome. There could be 25 lots for housing in the subdivision.

C. Next meeting date is January 15, 2026 at 6:30 p.m.

D. No other New Business was discussed.

12. Executive Session was not requested.

13. *Dennis made a motion to adjourn the meeting. Seth seconded. The board approved and the December meeting was adjourned at 7:31 p.m.*

Respectfully submitted, Kathy L. Long, Clerk