

MILLSTADT TOWNSHIP
 820 South Jefferson
 Millstadt, Illinois 62260
 (618) 476-1207

Minutes - Millstadt Township Board of Trustees

Date: July 5, 2017 Time: 6:30 P.M.

The regular monthly meeting of the Millstadt Township Board of trustees was called to order by Supervisor, Denise Blaha and opened with the pledge to the flag.

Roll Call:

Supervisor, Denise Blaha Present Trustee, Jim Palovick Present
 Clerk, Cathy Hotz-Gaby Present Trustee, Charles Todd Present
 Trustee, Ronald Eckert Present Trustee, George Blaha Present
 Highway Commissioner, Stanley Jarvis Present

Visitors Present:

Marlou Eckert

The minutes of the June 6, 2017 meeting were approved as presented on a motion by Ronald Eckert and seconded by George Blaha.

The Treasurer's report was approved and presented on a motion by Charlie Todd and seconded by Jim Palovick. 5-0 PASS

General Assistance Cases:

#911	MT1	62817	\$245.00
#	MT2		\$
#	MT3		\$
#	MT4		\$
#	MT5		\$

Total \$245.00

1050

The bills for the past month were checked by the Trustees from the General Fund, General Assistance, Water Fund, MAST, Senior Services, Road & Bridge Fund and the Permanent Road Fund.

Charlie Todd moved and _George Blaha_ seconded to pay all the bills for the past month, as presented.

Roll call vote:

Trustee, George Blaha aye Trustee, Ronald Eckert aye
 Trustee, Charles Todd aye Trustee, Jim Palovick aye
 Supervisor, Denise Blaha aye

General Fund Bills:

Date: July 5, 2017

Voucher #:	Paid To:	Purpose:	Amount:
6269	BND	Treasurer's Annual Report	\$239.25
6270	Millstadt Optimist	Flow er Pot	\$25.00
6271	Stanley Jarvis	Hw y Comm Salary	\$1668.61
6272	U H C	Hw y Comm Health Insurance	\$780.30
6273	Lincoln Financial	Dental and Vision	\$45.77
6274	Stanley Jarvis	Hw y Comm Salary	\$1668.60
6275	Reliable Sanitation	Recycling	\$320.00
6276	Trend Micro	Computer Security	\$95.57
6277	Frontier	Telephone	\$39.41
6278	BND	Prevailing Wage Notice	\$55.76
6279	Tow nship Supervisors of Illinois	Supervisor Dues	\$30.00
6280	MasterCard	Office Max - ink	\$59.98
6281	Cathy Gaby	Clerk Salary	\$248.42
6282	Charles Todd	Trustee Salary	\$95.44
6283	Denise Blaha	Supervisor Salary	\$631.42
6284	Denise Blaha	Rd District Treasurer	\$65.48
6285	George Blaha	Trustee Salary	\$95.75
6286	Jim Palovick	Trustee Salary	\$110.74
6287	Ronald Eckert	Trustee Salary	\$105.75
6288	Village of Millstadt	Water/Sew er	\$29.82
6289	IMRF	Hw y Comm Retirement	\$628.24
6290	IRS	941 Payroll Taxes	\$2,688.08
6291	Illinois Department of Revenue	501 Payroll Taxes	\$496.55
6292	Lee's	Weed Killer	\$9.99
6293	Ameren IP	Gas/Electric	\$153.12

1052

TOTAL:		\$10,387.05
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GENERAL FUND:

N.O.W. Public Federal Funds

CD

Balance	\$159,949.59	\$0
Deposit	\$19,116.51	
Interest	\$117.91	
Subtotal	\$179,184.01	
Expense	\$10,387.05	
Balance	\$168,796.96	\$0

GENERAL ASSISTANCE:

N.O.W. Public Federal Funds

CD

Balance	\$18,363.11	\$50,213.78
Deposit	\$888.55	
Interest	\$13.05	
Subtotal	\$19,264.71	
Expense	\$245.00	
Balance	\$19,019.71	\$50,213.78

___ Ronald Eckert ___ moved and ___ Jim Palovick ___ seconded to adjourn. Time: ___ 7:25 P.M. ___
 ___ 5-0 PASS ___

Supervisor: ___ Denise Blaha ___ Clerk: ___ Cathy Gaby ___

Balance in Account	N.O.W. Public Federal Funds	C.D.
General Fund	\$168,796.96	\$0
General Assistance	\$ 19,019.71	\$50,213.78
Water Fund	\$ 4,216.24	\$0
MAST	\$18,307.94	\$0
Senior Services	\$14,669.52	\$0
Road & Bridges	\$10,307.73	\$92,098.66
Permanent Road	\$316,811.19	\$824,198.68

1053

Co. Aid. Br.	\$40,034.37	\$74,109.97
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Millstadt Township Minutes July 5, 2017

Supervisor's Report - see attached

*Fire victim's neighbor called to ask for a donation from Township. Denise checked and the Township has never done this in the past.

Clerk's Report - none

Road Commissioner's Report - see attached

*Floraville situation - the owner is going to pursue other avenues

Trustee's Report:

George Blaha - attended the Senior Center Board meeting

Charlie Todd - see attached

*A final plan needs to be made with the Agreement papers for the Senior Center with the Village. Denise will put it on the agenda for next month.

Ronald Eckert - none

Jim Palovick- none

Correspondence:

*Optimist Flower Pot check is missing. Denise will stop check & issue a new one.

*Beth from TOIRMA called and drivers not being paid are not covered under workman's comp.

Unfinished Business:

*Shred Day - August 5th - copy of the letter and the flyer will be sent to all in the Township; flyer sent to the Millstadt News;

*Supervisor, Denise Blaha, appointed George Blaha to the Senior Board

New Business:

*Homecoming Parade - Denise discussed the option of sponsoring a band in the parade this year; discussion was held; Commercial Club will make a banner A motion was made by Charlie Todd and seconded by Ronald Eckert to co-sponsor the Drum and Bugle Corp sponsorship in the parade for \$250.00.

5-0 PASS

*General Assistance - Problems with the Township checks at The Dollar General. Denise asked to get a debit card for that account to solve the problems. Charlie Todd made a motion and Jim Palovick seconded for Denise to get a debit card for the General Assistance account. 5-0 PASS

Public Comments: June minutes are not posted and April notes from Marlou are not posted. After the meeting, Cathy explained that the June minutes are not posted until after tonight meeting and the April comments by Marlou are on the website.

GENERAL FUND:

N.O.W. Public Federal Funds

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Ronald Eckert moved and Jim Palovick seconded to adjourn. Time: 7:25
5-0 PASS

Supervisor: Alexis M Blaha Clerk: Cathy A Gaby

Balance in Account	N.O.W. Public Federal Funds	C.D.
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General Assistance	\$ 19,019.71	\$50,213.78
Water Fund	\$ 4,216.24	\$0
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MILLSTADT TOWNSHIP
MEETING OF THE TOWNSHIP BOARD
820 S JEFFERSON, MILLSTADT, ILLINOIS
TUESDAY, July 5, 2017 6:30pm

REGULAR MEETING

- I. Approval of Prior Meetings Minutes
- II. Treasurer's Report
- III. Reports
 - a. Supervisor's-
 - b. Clerk's-
 - c. Highway Commissioner's-
 - d. Trustee's-
 - e. Senior Services-
- IV. Executive Sessions
- V. Correspondence
 - a. Deb Germann called Optimist check missing. May need to issue new one.
 - b. Beth from TOIRMA called, drivers not being paid are not covered under workman's comp.
- VI. Unfinished Business
 - a. Shred Day – Aug 5
 - b. Appointment to Senior Board
- vII. New Business
 - a. Homecoming parade
 - b. General Assistance acct, issue at Dollar General
- VIII. Approval of Bills
- IX. Public Comments
- X. Adjournment

MILLSTADT TOWNSHIP FUNDS July 5 ,2017

TOWN FUNDS

Bank Balances a/o 6/30/17	Fed Funds	Certificate of Deposit	TOTALS
GENERAL TOWN	\$ 170,564.02	\$ -	\$ 170,564.02
GENERAL ASSISTANCE	\$ 19,019.71	\$ 50,213.78	\$ 69,233.49
WATER SALES	\$ 5,207.80	\$ -	\$ 5,207.80
TOTAL	\$ 194,791.53	\$ 50,213.78	\$ 245,005.31

ROAD FUNDS

ROAD AND BRIDGE	\$ 12,660.05	\$ 92,098.66	\$ 104,758.71
DEBT PATCHER	\$ (47,436.17)		\$ (47,436.17)
PERMANENT ROAD	\$ 324,000.53	\$ 824,198.68	\$ 1,148,199.21
COUNTY AID	\$ 40,034.37	\$ 74,109.97	\$ 114,144.34
TOTAL	\$ 329,258.78	\$ 990,407.31	\$ 1,319,666.09

GRAND TOTAL \$ -

NEW SENIOR VAN \$ 18,307.94

SENIOR SERVICES \$ 20,423.32

GENERAL ASSISTANCE CASES 1

EMERGENCY ASSISTANCE CASES 0

Millstadt Township Meeting
Guest Sign - In Sheet

Date: July 5, 2017

Name:
1. Marlow Eckert
2.
3.
4.
5.
6.
7.
8.
9.
10.

Supervisor's report July 5, 2017

Attended Chamber Business after Hours June 21st – Millstadt Pharmacy

Attended Chamber Board mtg. June 27th

We have 1 General Assistance case now active.

Have received copies of the flyer and letter from Rep. Greenwood's Office regarding Shred Day Aug 5.

Called Reliable Sanitation regarding \$10 increase.

Christ Church volunteers helped collect 1.76 tons at Recycling.

Aug group is Zion's Z-Team.

Jon Riley from A&H Mechanical tested the Water Shed Back flow valve, we passed could be 2-3 years before we need to replace.

Dates to remember

July 13 - Blood Drive	3:00-8:00	St James
Aug 1 - regular meeting	6:30	
Aug 5 - Recycling	8:00-10:00	
Aug 5 - Shredding	9:00-noon	
Aug 17 - County Qtrly mtg. (Smithton, Prairie du Long, Freeburg hosts)		

Homecoming parade can do co-sponsorship, can do 1 or 2 days

Band sponsorship	100%	or	50%
Aniad Temple Bands			
Drum & Bugle	\$500		\$250
Brass	\$375		\$185
Oriental	\$300		\$150 they sit on trailer
?? Bud Light Brigade	\$475		\$237.50
Already sponsored			
MCS			
BTHS W			
Gibault			

Commercial Club has banner made

Road Commissioner's Report
June 2017

Well, we are in full swing of road repair, ditching and another mowing done.

Accomplished quit a bit of ditching but unfortunately the ditcher is getting old so we blew 3 hoses and the 3 cylinders were also leaking badly. Put on new hoses and had cyl. rebuilt.

We oiled the 20th with JTC getting the bid this year. They seem to get behind so I had PIASA fill patch tank we were able to patch several days.

We put down 12,369 gals of HFE 150 oiling Saxony, Floraville, Paderborn, Mueth and about $\frac{3}{4}$ of Quirin, from the south.

We attended a varvicide class the 21st and were given license and briquets.

Replaced culvert on Schwab. Blew oil line on 2004 tandem, replaced

Respectfully,

Stanley Jarvis

A handwritten signature in cursive script that reads "Stanley Jarvis". The signature is written in black ink and is positioned to the right of the typed name.

MILLSTADT TOWNSHIP SENIOR SERVICES

Executive Board Meeting Report Notes

Tuesday, June 20, 2017 at 6:00 p.m.

Millstadt Community Center

Address: 102 South Jefferson Street, Millstadt, IL

(618) 476-3731

Additions to the Agenda

- Township Concerns
 - Budget Presentation – Intergovernmental Cooperation Agreement states that we should submit an annual budget request to the Village and Township on or before April 1 of each calendar year. We have not been doing this in the past but would have no problem moving forward. We currently prepare budget for AgeSmart during the summer for our annual grant with them. Last year it was \$81,000. I have prepared budgets for both the Village and Township in accordance with their fiscal years. I have set it up that we could give monthly budget reports for the following budget years:
 - Township – April 1, 2017 – March 31, 2018
 - Village – May 1, 2017 to April 30, 2018
 - AgeSmart – October 1, 2016 – September 30, 2017
 - Allocation of Township donation/grant
 - A report has been prepared and we can continue to provide this to the Township/Village each year forward. We could also make copies of bills and attach if necessary.
 - Setting of the Agenda (Add this to Agenda for addition provisions)
 - In the past Director Patty Evansco used the original Agenda and added her report to this agenda and distributed copies for her board members. In the future the original agenda sent out, displayed and published will remain the same and agenda notes will be made separately.
 - Title of Vehicles – Agreement states that the vehicles owned by Senior Center should be titled to Millstadt Township. The titles have liens on them by the State of Illinois which prevents these titles from being transferred out of the Senior Center name. I think this was done because agencies were getting the vehicles free and turning around and selling them right away. Townships do not qualify for these vehicles and we will have to turn these back to State of Illinois if it is voted that this be a requirement per our agreement. This is matter of what the end result would be – according to our Agreement the Village and Township would have to bear the cost of replacement vehicles of which would be \$45,000 per entity.
 - Board of Directors – The Township would like us to reduce our board to four board members.
 - Why does the Village give/donate/grant \$15,000 and Township give/donate/grant \$18,000. The Township has given more in previous years because they have more residents/tax base than the village.

Personnel Salary Update

- Last raises have been 2014. (Three years)
 - 3% Director Salary - \$900.90 per year
 - 3% Asst Manager Salary - \$568.71 per year
 - Motion to give or deny raises this year.
 -

Financial Report

- Each month I present a Cash Flow Forecast (budget) of the actual cash that we are spending and what we expect the end of the year balance to be. The expected checkbook balance for September 30, 2017 is \$7,627. It has increased \$3,000 from last month – we received \$1500 in Delores Roberts Memorials, IGA bill was \$1,000 cheaper and Grant money increased as numbers increased through end of year.
- Investment Report – Stock at Central Bank - Options

Program Report

- St Clair County Health Department inspection on June 15, 2017. We had no violations and no recommendations for corrections.
- Was recognized by St Clair County Community Action Agency for partnering with them for the Low Income Home Energy Assistance Program (LIHEAP). There were a total of 6,528 customers helped this year. Millstadt did 42 Li-Heap applications.
- Meal Report -We served 256 additional meals in May and working on recruiting new clients every day.

Committee Support Organizations

- Advisory Board – We talked about upcoming Golf Ball Drop event. Some asked if it would be possible to have a handrail on the right side of ramp. We discussed that we should put an article in newsletter about how much the actual meal is and maybe more people would try to pay more. The actual cost of each meal is \$10.88 for Congregate and \$14.54 for Home Delivered. We are reimbursed \$3.60 for Home Delivered and \$3.50 for Congregate.
- SMB Foundation – They are had meeting tonight and Jim Bereitschaft is personally treating the Meals on Wheels drivers to dinner tonight at Ott's. You are all invited to join them after our meeting. They are also getting ready for their Trivia night in October.

Equipment – No Report

Building and Grounds

- The water continues to come in the furnace room from leaking gutter. It comes under wall behind furnace and runs into dining room and got on carpet right after it was cleaned. It also got in the cooler room and the rug is still stained. The Village purchased a fan and put on carpet and are aware that gutter will need to be repaired to cause future damage.

Old Business

New Business

Upcoming Events – Golf Ball Drop – July 8, 2017

Add Open Discussion to Agenda

Adjournment of Meeting