

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

**Minutes - Millstadt Township Board of Trustees**

Date: October 4, 2016 Time: 7:00 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, Orville Mueller 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:**

none

The minutes of the October 4, 2016 meeting were approved as presented on a motion by Orville Mueller and seconded by Charlie Todd. 5-0  
 PASS

The Treasurer's report was approved and presented on a motion by George Blaha and seconded by Ronald Eckert. 5-0 PASS

**General Assistance Cases:**

#904	MT-207		\$245.00
#	MT2		\$
#	MT3		\$
#	MT4		\$
#	MT5		\$

Total \$245.00

1010

Millstadt Township Minutes October 4, 2016

Reports:

Supervisor -

- Recycling - 1.80 tons; Civic Club helped; Floraville Grange will help next
- Changes - checks at the meeting; vouchers signed by everyone on a cover sheet; bills mailed out early are highlighted in blue
- Bob Moore -
  - \*Board given a new copy of the audit; Motor fuel tax was not included.
  - \*Senior Center 501C3 non-for-profit should become their own entity;  
Set a deadline for them to comply; will revisit next meeting
- GA Training - changes in the near future; 1 GA case added this week

Clerk - DRAM Computer Reimbursement; does not apply for us

Highway -

- Old carport - allowing senior van to park under it during bad weather; liability? Discuss again at the next meeting.

Senior Center -

- Ashley Byrd - \$15,000 to invest; payback 4%
- Salary - \$10 bus drivers; \$12 Rachel; \$11 Patty (table Patty's pay until March or April when the budget comes out.
- Notification Grant - \$7,000; paid for new warmer, 1 year supplies for Meals on Wheels and gas for the van.
- Dean Milk - coming in to discuss a contract
- Flu Shots offered soon
- October 18th next meeting

Correspondence -

- Deb Curtis phone call about switching banks; wants to present to the Board to move funds; discussion and was decided to stay where we are
- JoAnn Pisel - Emergency Assistance help for someone; wait until GA is in order to begin working with Emergency Assistance

Unfinished Business -

- Dow Heating - job completed; payment will be mailed tomorrow 10/5
- Public Comments at Meetings - revisited from last meeting; training/lawyers say timeframe is ok of 3 minutes
- Springfield Conference - if anyone wants to go, Denise has information; not much offered for smaller townships

New Business -

- Salaries for upcoming term - discussion tonight; Denise will create a resolution and vote on it next meeting
- Trustee stays the same - \$ the same and 2 missed meetings  
Charlie Todd motioned and George Blaha;seconded motion carried
- Highway Commissioner - IMRF paid; Insurance cap of \$1,000 per month; salary the same  
Charlie Todd motioned and George Blaha seconded; motion carried
- Clerk - \$170 increase in salary per term plus business mileage

Charlie motioned and Ronald Eckert seconded; motion carried

- Supervisor - \$9,500 + \$1,000 Road District Treasurer plus business mileage  
Orville Mueller motioned and Ronald Eckert seconded; motion carried
- A motion was made by Charlie Todd and George Blaha seconded to accept the slate of approved salaries presented. 5-0 PASS  
A resolution will be voted on in November.
- Levy Fund - Discussion ans decided to leave it the same; resolution will be ready for the November meeting
- Rearrange the furniture to make it look like a board room; change to the front of the building to face the audience; try it next month.
- Sandy Brietschaft Foundation - present to Jim and Jamie at the January meeting; \$1,000;  
Orville Mueller motioned and Charlie Todd seconded; motion passed 5-0.
- Matt Knight - Loss Control Policy - new policy; Charlie Todd motioned and Ronald Eckert seconded; 5-0 PASS
- Christmas Party - tabled until next meeting to think of ideas
- Santa at the Township Building - Check with the Commercial Club; Charlie will bring it up at the meeting; Township buy the candy?
- Water Shed - stencil on the building Millstadt Township and Denise' phone number;  
Should repairs come out of the Building Maintenance Fund?

Approval of Bills

1011B

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 \_Ronnie Eckert\_ 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, Orville Mueller \_\_\_\_\_aye\_\_\_\_\_

Supervisor, Denise Blaha \_\_\_\_\_aye\_\_\_\_\_      5-0 PASS

General Fund Bills:

Date: \_\_\_October 4, 2016\_\_\_

Voucher #:	Paid To:	Purpose:	Amount:
6071	Stan Jarvis	Hy Comm Salary	\$1668.60
6072	Dow Heating & Cooling	New Furnace/Air conditioning	\$8,300.00
6073	Stanley Jarvis	Hy Comm Salary	\$1668.60
6074	Frontier	Phone	\$47.34
6075	Reliable Sanitation	Recycling	\$310.00
6076	Charles Todd	Trustee Salary	\$95.44
6077	Cathy Gaby	Clerk Salary	\$236.86
6078	George Blaha	Trustee Salary	\$95.75
6079	Orville Mueller	Trustee Salary	\$115.44
6080	Ronald Eckert	Trustee Salary	\$105.75
6081	Denise Blaha	Supervisor Salary	\$618.86
6082	Denise Blaha	Rd Dist Treasurer	\$65.48
6083	Village of Millstadt	Water/Sewer	\$27.53
6084	Ameren IP	Gas/Electric	\$155.43
6085	Lee's Home Center	Driveway Sealer	\$37.98
6086	Illinois Dept of revenue	501 Payroll Tax	\$525.35
6087	IRS	941 Payroll Taxes	\$2,947.64
6088	IMRF	Retirement Hwy Comm	\$649.62
6089	CMS LGHP	Health Insurance-Hwy Comm	\$902.00
TOTAL:			\$18,573.67

1012

**GENERAL FUND:**

N.O.W. Public Federal Funds

CD

Balance	\$199,858.53	0
Levy	\$16,877.08	
Levy	\$18,806.17	
Interest	\$69.10	
Subtotal	\$235,610.88	0
Expense	\$18,573.67	
Balance	\$217,037.21	0

**GENERAL ASSISTANCE:**

N.O.W. Public Federal Funds

CD

Balance	\$17,357.29	\$50,213.78
Levy	\$856.71	
Levy	\$954.62	
Interest	\$5.64	
Subtotal	\$19,174.26	\$50,213.78
Expense	\$245.00	
Balance	\$18,929.26	\$50,213.78

Orville Mueller moved and Charles Todd seconded to adjourn. Time: 8:45

Supervisor: *Denise Blaha* Denise Blaha Clerk: *Cathy Hotz-Gaby* Cathy Hotz-Gaby

Balance in Account	N.O.W. Public Federal Funds	C.D.
General Fund	\$217,037.21	0
General Assistance	\$18,929.86	\$50,213.78
Water Fund	\$2463.96	0
MAST	\$18226.46	0
Senior Services		0
Road & Bridges	\$32,361.93	\$121,199.81
Permanent Road	\$367,017.12	\$814,737.37
Co. Aid. Br.	\$39,597.37	\$73,262.31

**MILLSTADT TOWNSHIP FUNDS Oct. 4 2016**

**TOWN FUNDS**

	Fed Funds bank balance	Certificate of Deposit	TOTALS
GENERAL TOWN	\$ 234,010.38	\$ -	\$ 234,010.38
GENERAL ASSISTANCE	\$ 18,929.26	\$ 50,213.78	\$ 69,143.04
WATER SALES	\$ 3,070.00	\$ -	\$ 3,070.00
<b>TOTAL</b>	<b>\$ 256,009.64</b>	<b>\$ 50,213.78</b>	<b>\$ 306,223.42</b>

**ROAD FUNDS**

ROAD AND BRIDGE	\$ 46,403.84	\$ 121,199.81	\$ 167,603.65
DEBT PATCHER	\$ (55,575.71)		\$ (55,575.71)
PERMANENT ROAD	\$ 377,756.99	\$ 814,737.37	\$ 1,192,494.36
COUNTY AID	\$ 39,597.37	\$ 73,262.31	\$ 112,859.68
<b>TOTAL</b>	<b>\$ 408,182.49</b>	<b>\$ 1,009,199.49</b>	<b>\$ 1,417,381.98</b>
<b>GRAND TOTAL</b>	<b>\$ 664,192.13</b>	<b>\$ 1,059,413.27</b>	<b>\$ 1,723,605.40</b>

<b>NEW SENIOR VAN</b>	\$ 18,226.46	\$ -	\$ 18,226.46
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<b>SENIOR SERVICES</b>	\$ 27,640.06		
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<b>GENERAL ASSISTANCE CASES</b>		1	
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<b>EMERGENCY ASSISTANCE CASES</b>		0	
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**MILLSTADT TOWNSHIP**  
**MEETING OF THE TOWNSHIP BOARD**  
820 S JEFFERSON, MILLSTADT, ILLINOIS  
TUESDAY, OCT 4, 2016 7:00pm

**REGULAR MEETING**

- I. Call to order/ Roll Call
- II. Pledge of Allegiance
- III. Approval of Prior Meetings Minutes
- IV. Public Comments
- V. Treasurer's Report
- VI. Reports
  - a. Supervisor's- 1.46 tons collected at Sept. recycling and Oct recycling group Civic Club. Changes in paperwork and procedures – emailing minutes, checks at meetings, the building is filthy, Auditor Bob Moore report, GA changes, van in accident minor damage
  - b. Clerk's
  - c. Highway Commissioner's
  - d. Trustee's
  - e. Other reports by committees
- VII. Executive Sessions
- VIII. Correspondence
  - a. Phone call from Deb Curtis of FNB Waterloo about moving accounts.
  - b. Phone call from Auditor Bob Moore. Had to contact County for Motor Fuel Tax activity for audit. Audit will be reworked to include these figures.
  - c. Joann Pisel looking for Emergency Assistance for someone, we currently do not have.
  - d. From TOI 2017 Legislative Survey – opportunity for direct input to legislative process.
- IX. Unfinished Business
  - a. Progress of Heating and cooling system and ductwork, work started Sept 13 finished Sep 15
  - b. Public comment revisited
  - c. Springfield- Conference deadline 10/28/ housing deadline 10/13
- X. New Business
  - a. Discuss Salaries for new term – 11/16/16 last day to set for new term
  - b. Discuss levy for new fiscal year due 12/9/16. Sponsor band in HC parade, hole sponsor at golf scrambles - Fireman's, Commercial Club, etc.
  - c. Rearrange the board room furniture.
  - d. Donation of \$500,1000 or 1500 to SMB Foundation present to Jim and Jamie at Nov meeting.
  - e. Adopt a Loss Control Policy
  - f. Do we have a Christmas Party, who to invite and who is paying for food?
  - g. Look into having Santa at the Township Bldg.
  - h. Water Sales - Stencil Twp on Wall, Should be included in regular budget since operating cost keeps going up and majority of users are individuals and not commercial haulers.
    - i. Senior taxes made current and paid monthly, \$18,000 line items used to pay for meals.  
So taxpayer money is accountable.
- XI. Approval of Bills
- XII. Adjournment

## Road Commissioners Report

September

Spent most of the month patching roads then oiling Buffwood, Kaskaskia, back half of Algonquin using 8200 gallons HFE 150. Worked several days on Schwab road culvert very close to being finished. Loaded for village oiling 3 days. Replaced battery in 2003 tandem, but still have a electrical problem, wont start. Sealed black top township hall coated walls on new salt building may asphalt.

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.