

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

**Minutes - Millstadt Township Board of Trustees**

Date: October 3, 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: Bob Moore**

Bob Moore of Moore and Simonin, P.C. was at the meeting to discuss the audit. Discussion was held.

The minutes of the September 5, 2017 meeting were approved as presented and corrected on a motion by Charlie Todd and seconded by Ronald Eckert.

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

**General Assistance Cases:**

#	MT1		\$
#	MT2		\$
#	MT3		\$
#	MT4		\$
#	MT5		\$

Total \$ 0

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## Millstadt Township Minutes October 3, 2017

Supervisor's Report: see attached

Clerk's Report: none

Highway Commissioner's Report: see attached

Trustee's Report:

George Blaha- none

Charlie Todd - Charlie discussed the events of the Senior Center meeting.

Ronnie Eckert - none

Jim Palovick - none

Correspondence:

- St. Clair Co. zoning agenda, 4517 Douglas Road
- Illinois Dept of Revenue Overpayment of Personal Property Replacement Tax notice - Notified that they will not recoup the money.
- Township Flag - Info on flag company from Eric of Warning Lites; Board decided to keep looking for options for this flag

Unfinished Business:

- TOI Conference - Denise will attend on Tuesday; Denise needs to know by October 27th if any board member would like to go
- Tax Levy - Discussion was held; multiple board members would like to look for a way to reduce taxes; George presented the Board with his suggestions for the General Fund. Denise will put in into working order for Board members to look at next meeting; Stan presented the Board with his suggestions for Road District Levy; discussion was held; Board members will look at suggestions and discuss next meeting.

New Business:

- Electronic Sign - Denise talked to Freeburg Township about their sign. Denise will inquire with Leesman's about their sign. She will have information for the Board at the next meeting.
- Santa at the Township Building - The Board agrees to have Santa again this year; coloring books and crayons were a hit and Denise would like to do that again; Township donated the candy last year.
- Lighted Parade - Donation request; Charlie made a motion to donate \$50 to help offset cost of the festivities and Ronald Eckert seconded. 5-0 PASS
- Community Choir Breakfast with Santa - Donation requested; George Blaha made a motion to donate \$30 to the Breakfast for Santa and Jim Palovick seconded. 5-0 PASS
- Carpet Cleaning/Painting of the Township Building - Denise suggested to have the carpet cleaned and walls painted; carpet has not been cleaned or the walls painted since the building was built in 1988. Discussion was held. Charlie made a motion to get bids on replacing the carpet and tile, as well as bids for having the inside walls painted and Jim Palovick seconded. Denise will get local bids.
- Charlie requested a copy of the Intergovernmental Grant.
- Charlie suggested to rent the Senior Center bus and host a trip to the Recycling Plant.

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 \_Ronald 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, Jim Palovick \_\_\_\_\_aye\_\_\_\_\_

Supervisor, Denise Blaha \_\_\_\_\_aye\_\_\_\_\_

General Fund Bills:

Date: \_\_\_October 3, 2017\_\_\_\_\_

Voucher #:	Paid To:	Purpose:	Amount:
6336	Stanley Jarvis	Hwy Comm Salary	\$1,441.14
6337	TOI	2017 Laws and Duties Handbook	\$24.00
6338	UHC	Hwy Comm Health Insurance	\$780.29
6339	Lincoln Financial	Hwy Comm Vision and Dental	\$45.37
6340	Stanley Jarvis	Hwy Comm Salary	\$1,441.14
6341	Reliable Sanitation	Recycling	\$320.00
6342	Village of Millstadt	Water/Sewer	\$29.82
6343	Frontier	Telephone	\$50.50
6344	Ameren IP	Gas/Electric	\$132.04
6345	Millstadt Township Senior Services	\$15,000Fin.Support/\$3,000IMRF	\$18,000
6346	Cathy Gaby	Clerk Salary	\$244.93
6347	Charles Todd	Trustee Salary	\$95.44
6348	Denise Blaha	Supervisor Salary	\$621.92
6349	Denise Blaha	Rd Dist Treasurer Salary	\$64.48
6350	George Blaha	Trustee Salary	\$94.25
6351	Jim Palovick	Trustee Salary	\$109.25
6352	Ronald Eckert	Trustee Salary	\$104.25
6353	IRS	Payroll Taxes	\$2,642.48
6354	Illinois Department of Revenue	Payroll Taxes	\$553.33
6355	IMRF	Hy Comm Salary	1,083.16
TOTAL:			\$27,877.79

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**GENERAL FUND:**

N.O.W. Public Federal Funds

CD

Balance	\$214,180.21	\$0
Deposit	\$41,263.76	
Interest	\$180.10	
Subtotal	\$255,624.07	
Expense	\$27,877.79	
Balance	\$227,746.28	\$0

**GENERAL ASSISTANCE:**

N.O.W. Public Federal Funds

CD

Balance	\$22,582.83	\$50,213.78
Deposit	\$2,016.06	
Interest	\$18.10	
Subtotal	\$24,616.99	
Expense	\$0	
Balance	\$24,616.99	\$50,213.78

George Blaha moved and Charlie Todd seconded to adjourn.  
Time: \_\_\_\_\_ 5-0 PASS \_\_\_\_\_

Supervisor: Dennis M Blaha Clerk: Cathy A Babry

Balance in Account	N.O.W. Public Federal Funds	C.D.
General Fund	\$227,746.28	\$0
General Assistance	\$ 24,616.99	\$
Water Fund	\$ 4,027.96	\$0
MAST	\$18,346.46	\$0
Senior Services	\$17,059.76	\$0
Road & Bridges	\$30,824.69	\$92,456.38
Permanent Road	\$434,955.02	\$85,365.22
Co. Aid. Br.	\$40,911.41	\$74,397.83

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MILLSTADT TOWNSHIP  
MEETING OF THE TOWNSHIP BOARD

820 S JEFFERSON, MILLSTADT, ILLINOIS

TUESDAY, Oct 3, 2017 6:30pm

REGULAR MEETING

- I. Call to order/ Roll Call
- II. Pledge of Allegiance
- III. Bob Moore here to discuss Audit.
- IV. Approval of Prior Meetings Minutes
- V. Treasurer's Report
- VI. Reports
  - a. Supervisor's-
  - b. Clerk's-
  - c. Highway Commissioner's-
  - d. Trustee's-
  - e. Senior Services-
- VII. Executive Sessions
- VIII. Correspondence
  - a. St Clair Co. zoning agenda, 4517 Douglas Rd
  - b. Ill Dept of Revenue Overpayment of Personal Property Replacement tax notice
  - c. Township flag – info on Flag Company from Eric of Warning Lites
- IX. Unfinished Business
  - a. TOI Conference Nov 12, 13, 14, deadline 10/27/17, \$165 full reg (any interest in going)
  - b. Work on tax Levy (\$153,200 last levy)
- X. New Business
  - a. Freeburg sign \$30,000, Inquired about electronic sign, Daktronics
  - b. Santa at Township, coloring books and crayons
  - c. Lighted Parade details and donation request
  - d. Would like to get prices for painting and carpet cleaning for the Twp Hall
  - e. Community Choir Breakfast with Santa booklet ad \$30, last year did \$30.
- XI. Approval of Bills
- XII. Public Comments
- XIII. Adjournment

**MILLSTADT TOWNSHIP FUNDS Oct 3,2017**

**TOWN FUNDS**

<b>Bank Balances a/o 9/30/17</b>	<b>Fed Funds</b>	<b>Certificate of Deposit</b>	<b>TOTALS</b>
GENERAL TOWN	\$ 253,448.71	\$ -	\$ 253,448.71
GENERAL ASSISTANCE	\$ 24,616.99	\$ 50,213.78	\$ 74,830.77
WATER SALES	\$ 5,390.57	\$ -	\$ 5,390.57
<b>TOTAL</b>	<b>\$ 283,456.27</b>	<b>\$ 50,213.78</b>	<b>\$ 333,670.05</b>

**ROAD FUNDS**

ROAD AND BRIDGE	\$ 42,413.16	\$ 92,456.38	\$ 134,869.54
DEBT PATCHER	\$ (38,219.18)		\$ (38,219.18)
PERMANENT ROAD	\$ 449,920.51	\$ 827,365.22	\$ 1,277,285.73
		\$ 531,749.08	
		\$ 295,616.14	
COUNTY AID	\$ 40,911.41	\$ 74,397.83	\$ 115,309.24
<b>TOTAL</b>	<b>\$ 495,025.90</b>	<b>\$ 994,219.43</b>	<b>\$ 1,489,245.33</b>
<b>GRAND TOTAL</b>	<b>\$ 778,482.17</b>	<b>\$ 1,044,145.35</b>	<b>\$ 1,822,627.52</b>

**NEW SENIOR VAN** \$ 8,346.46

**SENIOR SERVICES** \$ 17,059.76

**GENERAL ASSISTANCE CASES** 0

**EMERGENCY ASSISTANCE CASES** 0

Supervisor's report Oct 3, 2017

Civic Club is the Oct recycle group. (3)

Water shed meter reading usage 1420 for 8/1-31 it cost \$1,192.01 we had income for Aug of \$1,609.25.

Sept 29 was the 7<sup>th</sup> and final R/E tax distribution.

At some point I am going to do a line item transfer, because Stanley is have 10% additional IMRF taken out.

A 60 day extension was filled and accepted for with the Comptroller. Forms are not ready to file audits that are due Sept 30.

Attended Chamber Ribbon cutting at CORE Physical Medicine.

Met with Joann Pisel, the St Vincent de Paul board had questions pertaining to General Assistance eligibility for the poor. Then sent an email with Joann's questions to Susan Curtiss, President Township Supervisors of IL, Susan is also the General Assistance Training Institute president.

We have 0 General Assistance cases.

Dates to remember

Oct 7 - recycling

Nov 4- recycling

Nov 7- meeting

Nov 12, 13, 14 – TOI educational conference - Springfield

Totals on webpage views –9/4-24/17 there were 21 views

Road Commissioner's Report

September 2017

Well, with the dry weather we were able to patch on the roads 15 out of 19 days. We hauled 7 tandem loads of chips and had 6 trailer loads to our stock pile. On the 27<sup>th</sup> we oiled Orlet, part of Keim, part of Quirin and part of Roachtown. I may try another 6000 gallons this month. I had 5049 gallons of oil put in our patcher storage tank.

I had Lee load for the village the 21<sup>st</sup> and 28<sup>th</sup>. I was never asked to help on the 8<sup>th</sup> and have found out Don Traitor was not pleased with me. I can't read minds or chase someone down to do their work. I'm sorry for any inconvenience it may have caused Denise.

I rented a boom mower from Woody's. which we used for 7 days. Marty had a small accident with boom but don't have cost yet on rear fender. Also trimmed some trees for 2 days.

We put small load of rip rap on Kropp hill.

Respectfully,

Stanley Jarvis

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



#	descripti	Approp	Apr '17	May '17	Jun '17	Jul '17	Aug '17	Sep '17	Oct '17	Nov '17
410A	Salaries	\$ 61,000.00	\$ 1,333.59	\$ 4,670.75	\$ 4,690.23	\$ 4,690.21	\$ 4,663.37	\$ 4,467.24	\$ 4,216.80	
451A	Health Ins	\$ 12,000.00		\$ 825.67	\$ 825.67	\$ 826.07	\$ 826.06	\$ 825.67	\$ 825.66	
461A	Soc sec/Taxes	\$ 45,000.00	\$ 3,418.05	\$ 3,111.87	\$ 3,226.82	\$ 3,184.63	\$ 3,224.38	\$ 3,406.72	\$ 3,195.81	
463A	Retirement	\$ 13,000.00	\$ 628.24	\$ 628.24	\$ 628.24	\$ 628.24	\$ 628.24	\$ 855.70	\$ 4,083.16	
511A	Maint Bldg	\$ 6,500.00			\$ 9.99					
512A	Maint Equip	\$ 1,400.00								
531A	Accounting	\$ 8,200.00				\$ 1,860.00				
533A	Legal	\$ 1,000.00								
551A	Postage	\$ 300.00	\$ 8.25							
552A	Telephone	\$ 700.00	\$ 47.18	\$ 47.87	\$ 49.65	\$ 39.41	\$ 93.15	\$ 49.97	\$ 50.50	
553A	Publishing	\$ 1,500.00	\$ 141.50		\$ 92.04	\$ 295.01				
554A	Twp Projects	\$ 2,500.00								
561A	Dues	\$ 1,500.00	\$ 30.00			\$ 30.00	\$ 596.27			
562A	Travel(mileage)	\$ 2,000.00	\$ 44.94							
563A	Training	\$ 3,500.00								
571A	Utilities	\$ 3,300.00		\$ 187.75	\$ 302.86	\$ 182.94	\$ 187.31	\$ 169.08	\$ 161.86	
593A	Risk Mgmt	\$ 5,500.00		\$ 4,935.00						
599A	Grants	\$ 15,000.00	\$ 2,500.00		\$ 50.00	\$ 25.00	\$ 278.34		\$ -	
601A	SMB Found	\$ 1,000.00								
651A	Office supplies	\$ 3,000.00		\$ 105.97		\$ 155.55			\$ 24.00	
913A	Misc Expense	\$ 3,600.00		\$ 8.00						
915A	Comm Ctr Bldg	\$ 13,500.00		\$ 2,170.44				\$ 1,643.91		
917A	Recycling	\$ 4,500.00		\$ 310.00	\$ 310.00	\$ 320.00	\$ 320.00	\$ 320.00	\$ 320.00	
919A	Senior Services	\$ 15,000.00							\$ 15,000.00	
921A	Contingencies	\$ 10,000.00								
	monthly voucher total		\$ 8,151.75	\$ 14,823.12	\$ 12,353.95	\$ 10,387.05	\$ 12,677.12	\$ 11,738.29	\$ 27,877.79	
	total									
	income2017-18		\$ 3,055.33	\$ 1,498.70	\$ 2,427.95	\$ 19,234.42	\$ 57,483.51	\$ 12,315.15	\$ 41,643.86	
	income2016-17		\$ 55.54	\$ 52.63	\$ 5,013.00	\$ 15,608.00	\$ 53,296.86	\$ 24,186.38	\$ 35,752.35	\$ 926.16
	2017-18 voucher totals		\$ 8,151.75	\$ 14,823.12	\$ 12,353.95	\$ 10,387.05	\$ 12,677.12	\$ 11,738.29	\$ 27,877.79	
	2016-17 voucher totals		\$ 7,055.77	\$ 15,740.49	\$ 11,670.79	\$ 9,601.03	\$ 13,590.78	\$ 12,638.65	\$ 18,573.67	\$ 10,215.90
	2015-16 voucher totals		\$ 6,474.74	\$ 16,071.10	\$ 14,520.56	\$ 10,103.02	\$ 10,556.16	\$ 12,088.15	\$ 11,093.02	\$ 14,767.53

description	Dec '17	Jan '18	Feb '18	Mar '18	year	balance	YTD exp	balance	App
Salaries						\$ 28,732.19	\$ 32,267.81	\$ 61,000.00	
Health Ins						\$ 4,954.80	\$ 7,045.20	\$ 12,000.00	
Soc sec/Taxes						\$ 22,768.28	\$ 22,231.72	\$ 45,000.00	
Retirement						\$ 8,080.06	\$ 4,919.94	\$ 13,000.00	
Maint Bldg						\$ 9.99	\$ 6,490.01	\$ 6,500.00	
Maint Equip							\$ 1,400.00	\$ 1,400.00	
Accounting						\$ 1,860.00	\$ 6,340.00	\$ 8,200.00	
Legal							\$ 1,000.00	\$ 1,000.00	
Postage						\$ 8.25	\$ 291.75	\$ 300.00	
Telephone						\$ 377.73	\$ 322.27	\$ 700.00	
Publishing						\$ 528.55	\$ 971.45	\$ 1,500.00	
Twp Projects							\$ 2,500.00	\$ 2,500.00	
Dues						\$ 656.27	\$ 843.73	\$ 1,500.00	
Travel(mileage)						\$ 44.94	\$ 1,955.06	\$ 2,000.00	
Training							\$ 3,500.00	\$ 3,500.00	
Utilities						\$ 1,191.80	\$ 2,108.20	\$ 3,300.00	
Risk Mgmt						\$ 4,935.00	\$ 565.00	\$ 5,500.00	
Grants						\$ 2,853.34	\$ 12,146.66	\$ 15,000.00	
SMB Found							\$ 1,000.00	\$ 1,000.00	
Office supplies						\$ 285.52	\$ 2,714.48	\$ 3,000.00	
Misc Expense						\$ 8.00	\$ 3,592.00	\$ 3,600.00	
Comm Ctr Bldg						\$ 3,814.35	\$ 9,685.65	\$ 13,500.00	
Recycling						\$ 1,900.00	\$ 2,600.00	\$ 4,500.00	
Senior Services						\$ 15,000.00	\$ -	\$ 15,000.00	
Contingencies							\$ 10,000.00	\$ 10,000.00	
							\$ 98,009.07	\$ 136,490.93	\$ 234,500.00
							\$ 137,658.92		
	\$ 65.11	\$ 35,232.72	\$ 2,498.95	\$ 12,507.59	\$ 1,930.60		\$ 183,028.02		
							\$ 98,009.07		
	\$ 29,575.85	\$ 11,787.16	\$ 10,167.22	\$ 10,168.33	\$ 5,186.28		\$ 168,970.92		
	\$ 13,029.08	\$ 10,539.16	\$ 25,515.74	\$ 13,314.19	\$ 4,160.84		\$ 162,233.29		