

Edwardsville Township Elected Officials Fact Sheet

Below is a list of all elected positions at Edwardsville Township. After reading each description, be creative and think of what YOU would do if you were to run for one of these positions!

Supervisor

The Township Supervisor is the chief executive officer of the township; they are the person in charge! As the chairman of the Township Board of Trustees, unlike a Mayor or Village Board President, the Supervisor may vote on all matters before the township board. The Supervisor also helps residents who may need help with finding their next meal or a bed to sleep in. The Supervisor is also in charge of Edwardsville Township Community Park, they make sure the park is up to date with new playground equipment and activities for families to enjoy. The Supervisor makes sure that all employees are performing their job properly.

Trustee

Each single township has 4 elected Trustees. They work closely with the Township Supervisor to create the Township Board of Trustees. Each trustee has one vote. The Township Board is the legislative branch of township government, which means they create rules for the Township to follow, such as what time the park closes and playground equipment should be purchased. The rules they establish are then enforced by the Township Supervisor and Clerk. The Township Trustees are responsible for approving tax levies for the Township and Road Districts. They are also responsible for approving budgets and funds.

Clerk

The Township Clerk is keeper of all Township. The Clerk is required to keep accurate records of all Township board meetings and maintain records of the Board's executive sessions. The Clerk is also the clerk for the Township, the Board of Trustees, and Ex Officio clerk for the Highway Commissioner. Also, the Clerk is a non-voting member of the Township Board of Trustees. However, the Clerk is entitled to cast one vote in the case of a tie vote to fill a vacancy in a Township office. During Township board meetings the Clerk records roll call votes. The Clerk also serves as the local election authority and accepts petitions for Township elections. The Clerk makes sure that all Township elections are honest and fair.

Assessor

Did you know that local governments like cities and townships receive a portion of the property taxes paid by home owners and businesses in our community? This money is used to fund valuable services like fire departments and water treatment facilities. The Assessor's responsibilities include appraisal of all taxable property within the Township. The Assessor locates, identifies, and appraise all taxable property, in accordance with the state laws and administrative procedures. Mass appraisal requires the Assessor to perform 3 important duties: discover, list, and value all new construction; ensure that existing property is valued at the correct amount; and make sure all property is valued equally and fairly. In order to fulfill these duties, the Assessor and staff must annually determine the value of properties by visiting them to gather information. Did your family install a pool or build a deck? Was a new restaurant built in town? If so, the Assessor and staff report these changes to county officials so property taxes can be changed accordingly.

Highway Commissioner

The Township Highway Commissioner has the responsibility to manage all Township roadways under their jurisdiction. The Highway Commissioner is responsible for the construction and maintenance of Township roads. The Highway Commissioner oversees construction, maintenance, and repair of roads, lets contracts, employs labor, and purchases materials and machinery. Maintenance duties include snow removal, ice control, mowing, and trash pick-up. The Highway Commissioner works closely with the Madison County Highway Department.