



EDWARDSVILLE TOWNSHIP BOARD AGENDA

Edwardsville Township Hall

300 West Park Street, Edwardsville

April 21, 2026 – 7:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

Brown Bag Buddies Lunch Program – Lynette Watson

PUBLIC HEARING

Budget & Appropriations Ordinance for

Edwardsville Township Road & Bridge

PUBLIC COMMENT

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes March 18, 2026 Meeting

APPROVAL OF EXPENDITURES

Expenditures & List of Bills for Approval

CORRESPONDENCE

Madison County Zoning Board of Appeals Public Hearing Notice

Madison County Circuit Clerk – March Fines Report

Madison County Treasurer—Final Settlement Sheet 2024

Real Estate and 2025 Mobile Home Taxes Edwardsville Township

Madison County Treasurer—Final Settlement Sheet 2024 Real Estate and Mobile Home Taxes Edwardsville Township Road & Bridge

Thank You Card – ed-glen Chamber of Commerce

Quarterly Investment Report (Town)

Quarterly Investment Report (Road)

COMMITTEE REPORTS

None

ACTION ITEMS

Resolution No. 2026-R11 - A Resolution Authorizing Edwardsville Township to Expend Funds for Brown Bag Buddies Lunch Program

Resolution No. 2026-R12 - A Resolution Authorizing the Supervisor to Apply for A Grant Through the Agency for Community Transit for the Rotary Criterium Bicycle Safety Session

Resolution No. 2026-R13 - A Resolution Authorizing a Transfer of Appropriations for the General Town Fund

Resolution No. 2026-R14 - A Resolution Adopting the Edwardsville Township Assessor's Office Personnel Policy Manual

Road & Bridge Ordinance 2026-O01- FY 2025-2026 Budget & Appropriations for Edwardsville Township Road & Bridge

Road & Bridge Resolution No. 2026-R03 - A Resolution Authorizing a Transfer of Appropriations for the Permanent Road Fund

NEW BUSINESS

UNFINISHED BUSINESS

SUPERVISOR'S COMMENTS

HIGHWAY COMMISSIONER'S COMMENTS

TOWNSHIP ASSESSOR'S COMMENTS

EXECUTIVE SESSION

ACTION ON ITEMS CONSIDERED IN CLOSED SESSION

ADJOURNMENT

If prospective attendees require an interpreter or other access accommodations, please contact the Township Supervisor's Office at 618-656-0292 no later than 48 hours prior to the commencement of the meeting to arrange accommodations.

Please contact the Township Supervisor's Office at 618-656-0292 with any questions regarding agenda items.



Edwardsville Township Board Meeting Minutes
Edwardsville Township Hall
300 West Park Street Edwardsville, IL
7:00 P.M. Wednesday, March 18, 2026*

The in-person meeting of the Edwardsville Township Board of Trustees was called to order at the Edwardsville Township Hall, 300 West Park St., Edwardsville, IL by Supervisor Janet Haroian at 7:00 P.M. CST.

PLEDGE OF ALLEGIANCE: Lead by Trustee Behrhorst

ROLL CALL: Township Trustees Yolanda Crochrell, Dan Rees, Bethany Behrhorst, Mandy Darr, Township Highway Commissioner Danny Picarella, Township Clerk Dave Schwind & Township Supervisor Janet Haroian were present. Attorney Tonya Genovese and Township Assessor Jennifer Hegel were absent. Supervisor Haroian recognized Trustee Crochrell on her County Board Primary election win.

PRESENTATIONS: Jessica Johnson, Main Street Community Center

PUBLIC HEARING: Supervisor Haroian reviewed a list of talking points on the Budget.

CONSENT AGENDA:

APPROVAL OF MINUTES: Minutes February 17, 2026, Meeting and Expenditures & list of Bills. Motion to approve consent agenda items made by Trustee Behrhorst, seconded by Trustee Crochrell. Voting, "Yes," Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, "No," none. Motion passed.

CORRESPONDENCE

Madison County Zoning Board of Appeals Public Hearing Notice.
Madison County Circuit Clerk – February Fines Report.

COMMITTEE REPORTS: None

ACTION ITEMS:

Motion to approve – Motion to approve Annual Town Meeting Agenda

Motion to approve by Trustee Rees, seconded by Trustee Darr. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Motion to approve for Posting – R&B Ordinance 2026 – O01. FY 25-26 Budget & Appropriations for Edwardsville Township Road & Bridge

Township Highway Commissioner Danny Picarella stated: There is an increase in wages, storm water, tree service, and health insurance in the Permanent Road Fund. I have decreased engineering. The overall budget has decreased by \$264,720. In the Road Fund I increased wages and utilities. I decreased grounds and buildings. I am planning to move about \$125,000 in interest to Capital Development. The budget is reduced by \$46,980. Social Security and IMRF I am budgeting \$25,000 per fund.

Motion to Approve Special Event Permit - New Hope Church

Motion to approve made by Trustee Behrhorst, seconded by Trustee Crochrell. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Motion to Approve Special Event Permit - Residential Options

Motion to approve by Trustee Darr, seconded by Trustee Crochrell. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Motion to Approve - Ordinance 2026-O01 – FY 2026 - 2027 Budget & Appropriations for Edwardsville Township

Motion to approve made by Trustee Behrhorst, seconded by Trustee Crochrell. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Resolution No. 2026 – R06 – Setting Dates and Location for Township Board of Edwardsville Township

Motion to approve by Trustee Darr, seconded by Trustee Crochrell. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Resolution No. 2026 – R07 - A Resolution Authorizing a Service Contract with Main Street Community Center, (MSCC) Motion to approve by Trustee Rees seconded by Trustee Crochrell. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Resolution No. 2026 – R08 - A Resolution Authorizing a Contract with SIUE for Park Intern Motion to approve made by Trustee Crochrell seconded by Trustee Rees. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Resolution No. 2026 – R09 - A Resolution Authorizing the Supervisor to Apply for a Madison County PEP Grant.

Motion to approve by Trustee Crochrell, seconded by Trustee Behrhorst. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

Resolution No. 2026 – R10 - A Resolution Amending the Edwardsville Township Credit Card Policy and Procedures.

Motion to approve by Trustee Cochrell seconded by Trustee Darr. Voting, “Yes,” Trustees Behrhorst, Crochrell, Darr, Rees, Supervisor Haroian. Voting, “No,” none. Motion passed.

NEW BUSINESS: None

UNFINISHED BUSINESS: None

SUPERVISOR’S COMMENTS:

The township received our annual dividend check from TOIRMA in the amount of \$6,447. This reflects the same amount received in 2025. The Township received 51% of the dividend while R&B received 49% as noted by TOIRMA.

The building architect and contractor are engaged in an email conversation about the building drainage system at the front of the building-or lack thereof. Hopefully, an agreement can be reached to determine who is responsible for the problem and the remedy.

The permanent Veterans’ memorial sign has been installed at the Township Park and once the weather warms up, we can do an official invitation to “unveil” this sign and the new airplane sign installed in the late fall of 2025.

Administrator Ayers discovered that the Township had “unclaimed” funds in the hands of the IL State Treasurer’s Office. She completed the application and documentation necessary to secure the funds. Notice was received last week that the Township will receive \$811.45. This is from an overpayment to United Healthcare in 2024, plus interest earned at the state.

The Township has engaged Illini Services to provide security equipment at Township Park and software management services at our office. Each will secure physical property and intellectual property which was sorely needed.

The Finance Administrative Assistant position has a new person in the role. Ms. Charlene Blair comes to the township after many years of financial management experience with Edward Jones and Wells-Fargo entities. She is becoming familiar with the township financial operating systems.

Administrator Ayers has been interviewing personnel for the open Parks labor positions. One individual started in late February, and our newest hire started training yesterday. Two part-time staffers will help us gear up for springtime grounds maintenance, regular monitoring of the facilities in the park and coverage for the expansion to spring and then summer hours. We will still address the need for seasonal when the time comes.

HIGHWAY COMMISSIONER'S COMMENTS:

Road employees have been cutting brush along roadways and getting things ready for mowing season.

Carrie and I have been working with engineering firms and homeowners for numerous road projects, easements, and plans for upcoming road projects in 2026.

We have also been working on the budget.

ASSESSORS' COMMENTS: None

EXECUTIVE SESSION:

ACTION ON ITEMS IN CLOSED SESSION:

ADJOURNMENT:

There being no further business to come before the board, Trustee Rees made a motion to adjourn, Seconded by Trustee Cochrell. The meeting adjourned at 8:03 P.M. CST. The next board meeting will be held on Tuesday, April 21, 2026 at 7:00 P.M. CST at the Edwardsville Township Hall, 300 West Park St., Edwardsville, IL.



Township Clerk

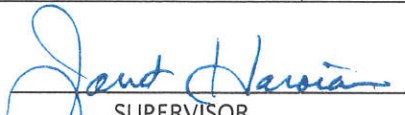


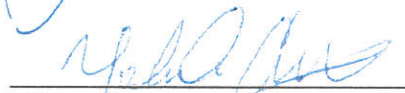
Date

LIST OF EXPENDITURES FOR
MARCH 7TH, 2026 – APRIL 10TH, 2026
PRESENTED TO THE BOARD MEMBERS
OF THE TOWNSHIP OF EDWARDSVILLE, ILLINOIS
WE THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP,
MADISON COUNTY, ILLINOIS
DO ACKNOWLEDGE AND APPROVE THE
EXPENDITURES HEREIN
THIS 21ST DAY OF April 2026

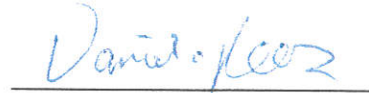
01 – TOWN	CHECK #8688 thru CHECK #8688	\$ 32,160.03
02 – PARK	CHECK #EFT thru CHECK #ACH	\$ 5,080.22
03 – G. ASSISTANCE	CHECK #2198 thru CHECK #2199	\$ 7,603.98
04 – PAYROLL	CHECK #1455 thru CHECK #1456	\$ 34,633.81
10 – TOWN/IMRF	CHECK #EFT thru CHECK #EFT	\$ 2,154.40
11 – TOWN/SS	CHECK #EFT thru CHECK #EFT	\$ 3,051.67

\$84,684.11


SUPERVISOR


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER

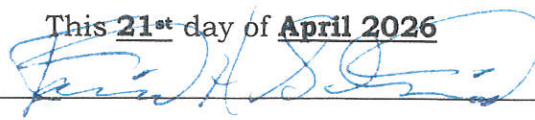
TOWN TRUSTEE CERTIFICATE

Meeting held **April 21st, 2026**

Town of **Edwardsville, IL 62025**

Delivered to the Town Clerk, and filed

This **21st** day of **April 2026**



Town Clerk

**Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Town Fund**

Check #	Date	Payee		Amount
EFT	3/13/26	PAYROLL CLEARING FUND	\$	13,140.22
EFT	3/13/26	PAYROLL CLEARING FUND	\$	1,109.74
EFT	3/13/26	PAYROLL CLEARING FUND	\$	1,546.21
EFT	3/13/26	PAYROLL CLEARING FUND	\$	1,010.42
8688	3/26/26	JESSICA ENGELMANN	\$	232.00
EFT	3/31/26	PAYROLL CLEARING FUND	\$	13,668.47
EFT	3/31/26	PAYROLL CLEARING FUND	\$	865.25
ACH	4/1/26	REPUBLIC SERVICES	\$	199.01
ACH	4/1/26	CHARTER BUSINESS	\$	222.24
ACH	4/1/26	ESTECH SYSTEMS INC	\$	166.47
Total			\$	32,160.03

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Park Fund

Check #	Date	Payee	Amount
EFT	3/13/26	PAYROLL CLEARING FUND	\$ 1,440.00
EFT	3/26/26	PAYROLL CLEARING FUND	\$ 196.40
EFT	3/31/26	PAYROLL CLEARING FUND	\$ 1,888.00
ACH	4/1/26	AMEREN IP	\$ 136.92
ACH	4/1/26	AMEREN IP	\$ 662.17
ACH	4/1/26	REPUBLIC SERVICES	\$ 483.24
ACH	4/1/26	CHARTER BUSINESS	\$ 100.00
ACH	4/2/26	GEORGE ALARM CO., INC	\$ 173.49
Total			\$ 5,080.22

**Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
General Assistance Fund**

Check #	Date	Payee	Amount	
EFT	3/13/26	PAYROLL CLEARING FUND	\$	2,679.59
EFT	3/13/26	PAYROLL CLEARING FUND	\$	1,384.57
2198	3/19/26	V&G, LLC	\$	456.00
2199	3/19/26	HIGH CLIFF DEVELOPMENT CORP	\$	404.23
EFT	3/31/26	PAYROLL CLEARING FUND	\$	2,679.59
Total			\$	7,603.98

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Payroll Fund

Check #	Date	Payee	Amount
ACH	3/13/26	EXTRA HELP	\$ 2,733.88
ACH	3/13/26	EXTRA HELP	\$ 6,736.47
1455	3/26/26	ILDOL	\$ 196.40
EFT	3/31/26	EXTRA HELP	\$ 6,863.49
EFT	3/31/26	EXTRA HELP	\$ 2,408.13
ACH	3/31/26	BLUE CROSS BLUE SHIELD OF IL	\$ 4,359.32
ACH	4/1/26	AMERICAN FAMILY LIFE INS	\$ 174.16
ACH	4/1/26	BLUE CROSS BLUE SHIELD OF IL	\$ 4,359.32
ACH	4/1/26	HUMANA	\$ 376.90
1456	4/8/26	NCPERS GROUP LIFE INS	\$ 64.00
ACH	4/8/26	IMRF	\$ 6,361.74
Total			\$ 34,633.81

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Town/IMRF Fund

Check #	Date	Payee	Amount
EFT	4/9/26	PAYROLL CLEARING FUND	<u>\$ 2,154.40</u>
Total			\$ 2,154.40

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Town/SS Fund

Check #	Date	Payee	Amount
EFT	3/13/26	PAYROLL CLEARING FUND	\$ 1,493.28
EFT	3/31/26	PAYROLL CLEARING FUND	\$ 1,558.39
Total			\$ 3,051.67

Attestation to Edwardsville Township

Payouts of Funds

I, pursuant to Illinois Statute 60 ILCS 1/7-27, have reviewed the summary of payments attached. After reviewing the attached summary, I authenticate that such payouts are authorized by the township board, expended for the purposes specified, provided for in the budget and directed to be paid out by the Township Supervisor.


Township Clerk

04-21-2026
Date

LIST OF BILLS FOR APPROVAL
PRESENTED TO THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP

WE THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP,
MADISON COUNTY, ILLINOIS
DO ACKNOWLEDGE, APPROVE AND
ORDER PAYMENT OF THE BILLS HEREIN
THIS 21ST DAY OF APRIL 2026

Town Fund	\$ 5,712.78
Park Fund	\$ 2,929.01
General Assistance	\$ 136.13
Payroll Fund	\$
Capital Development Fund	\$ 9,680.91
TOTAL	\$ 18,458.83


SUPERVISOR


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER

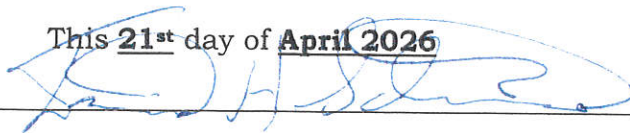
TOWN TRUSTEE CERTIFICATE

Meeting held **April 21st, 2026**

Town of **Edwardsville, IL 62025**

Delivered to the Town Clerk and filed.

This **21st** day of **April 2026**



Town Clerk

Vendor Name**Amount Due****Town Fund - 01**

Building Stars - Cleaning Services (April 2026)	\$ 391.00
Cardmember Services - Supervisors Office - Rackspace (March/April), Amazon, Wordpress Renewal, Illini Tech Services, Ameren CC, Township Officials of Illinois	\$ 2,722.66
Cardmember Services - Assessors Office - Sam's Club, (Conference Marriott, Obed & Issac, Hyatt Place x2, Outback, Maggie Mileys), Amazon	\$ 1,010.27
Extra Help - Payroll Services for 3/15 & 3/31 (Hire Level)	\$ 163.18
Hearst IL Media Group 3/10 & 3/19	\$ 410.09
Madison County Treasurer - ASSR - IT Services	\$ 164.40
Rottler Pest Solutions - Commercial GPC Program	\$ 65.00
Township Supervisors of Illinois - J Haroian	\$ 30.00
Tonya Genovese - Legal Services (April 2026)	\$ 500.00
Williams Office Products - ASSR B/W Copies; SUPR B/W & Color	\$ 256.18

\$ 5,712.78**Park Fund - 02**

Cardmember Services - Amazon, Sams Club	\$ 1,383.08
Home Depot	\$ 330.93
Midwest Occupational Medicine, LTD (Employee Screening)	\$ 100.00
Extra Help - Payroll Services for 3/15 & 3/31 (Hire Level)	\$ 80.00
Concept Plumbing Designs - Services - March 20 & 26	\$ 1,035.00

\$ 2,929.01**General Assistance - 03**

Village of Glen Carbon	\$ 107.64
Cardmember Services - Amazon 28.49	\$ 28.49

\$ 136.13**Capital Development - 13**

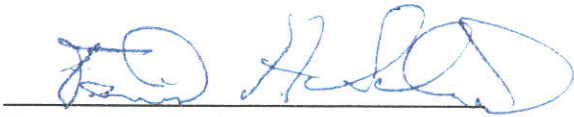
Illini Tech Services	\$ 9,680.91
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\$ 9,680.91

Attestation to Edwardsville Township

Payouts of Funds

I, pursuant to Illinois Statute 60 ILCS 1/7-27, have reviewed the summary of payments attached. After reviewing the attached summary, I authenticate that such payouts are authorized by the township board, expended for the purposes specified, provided for in the budget and directed to be paid out by the Township Supervisor.



Township Clerk



Date

LIST OF EXPENDITURES FOR
MARCH 7TH, 2026 – APRIL 10TH, 2026
PRESENTED TO THE BOARD MEMBERS
OF THE TOWNSHIP OF EDWARDSVILLE, ILLINOIS
WE THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP,
MADISON COUNTY, ILLINOIS
DO ACKNOWLEDGE AND APPROVE THE
EXPENDITURES HEREIN
THIS 21ST DAY OF APRIL 2026

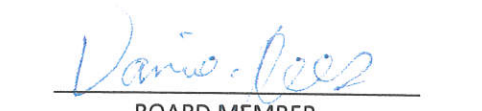
06 – ROAD	CHECK #4743 thru CHECK #4743	\$ 4,985.76
07 – P. ROAD	CHECK #3504 thru CHECK #3504	\$ 22,385.38
08 – ROAD/IMRF	CHECK #EFT thru CHECK #EFT	\$ 1,603.49
09 – ROAD/SS	CHECK #EFT thru CHECK #EFT	\$ 1,379.83

\$30,354.46


HIGHWAY COMMISSIONER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER

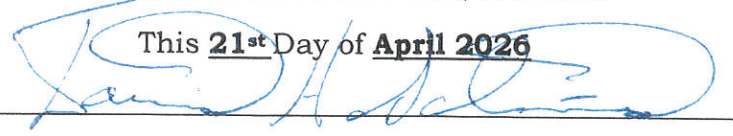
TOWN TRUSTEE CERTIFICATE

Meeting held **April 21st, 2026**

Town of **Edwardsville, IL 62025**

Delivered to the Town Clerk, and filed

This **21st** Day of **April 2026**


Town Clerk

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Road Fund

Check #	Date	Payee	Amount
EFT	3/13/26	PAYROLL CLEARING FUND	\$ 2,315.63
4743	3/19/26	MADISON CO TWP HWY COMM ASSOCIATION	\$ 200.00
ACH	3/24/26	AT & T	\$ 154.50
EFT	3/31/26	PAYROLL CLEARING FUND	\$ 2,315.63
Total			\$ 4,985.76

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Permanent Road Fund

Check #	Date	Payee	Amount	
ACH	3/11/26	UNITED HEALTH CARE	\$	3,495.31
EFT	3/13/26	PAYROLL CLEARING FUND	\$	9,916.92
EFT	3/13/26	PAYROLL CLEARING FUND	\$	68.51
3504	3/18/26	EXTRA HELP	\$	46.95
EFT	3/31/26	PAYROLL CLEARING FUND	\$	8,822.22
EFT	3/31/26	PAYROLL CLEARING FUND	\$	35.47
Total			\$	22,385.38

Edwardsville Township
Check Register
March 7th, 2026 – April 10th, 2026
Road/IMRF Fund

Check #	Date	Payee	Amount	
EFT	4/9/26	PAYROLL CLEARING FUND	\$	1,603.49
Total			\$	1,603.49

Edwardsville Township
Check Register
December 6th, 2025 – January 9th, 2026
Road/SS Fund

Check #	Date	Payee	Amount
EFT	3/13/26	PAYROLL CLEARING FUND	\$ 731.79
EFT	3/31/26	PAYROLL CLEARING FUND	\$ 648.04
TOTAL			\$ 1,379.83

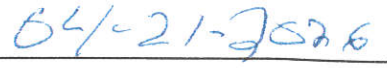
Attestation to Edwardsville Township

Payouts of Funds

I, pursuant to Illinois Statute 60 ILCS 1/7-27, have reviewed the summary of payments attached. After reviewing the attached summary, I authenticate that such payouts are authorized by the township board, expended for the purposes specified, provided for in the budget and directed to be paid out by the Township Supervisor.



Township Clerk



Date

LIST OF BILLS FOR APPROVAL
PRESENTED TO THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP

REVISED 4.20.2026

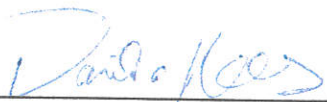
WE THE BOARD MEMBERS OF
EDWARDSVILLE TOWNSHIP,
MADISON COUNTY, ILLINOIS
DO ACKNOWLEDGE, APPROVE AND
ORDER PAYMENT OF THE BILLS HEREIN
THIS 21st DAY OF April 2026

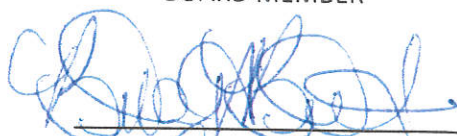
Road Fund	\$	880.11
**Permanent Road Fund	\$	30,265.72
TOTAL	\$	31,145.83


HIGHWAY COMMISSIONER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER


BOARD MEMBER

TOWN TRUSTEE CERTIFICATE

Meeting held April 21st, 2026

Town of Edwardsville, IL 62025

Delivered to the Town Clerk and filed.

This 21st day of April 2026


Town Clerk

Vendor Name**Amount Due****Road Fund**

CARDMEMBER SERVICES- GLEN CARBON, VERIZON, OFFICEMAX, SAMS	\$	282.61
CINTAS-EYEWASH STATION	\$	97.50
TONYA GENOVESE-LEGAL	\$	500.00
	\$	<u>880.11</u>

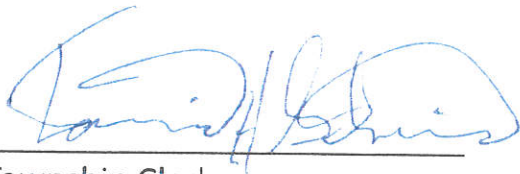
Perm. Road Fund

AHLERS TREE SERVICE- TREE REMOVAL	\$	5,750.00
ASSURED PARTNERS-INSURANCE	\$	28.00
CARDMEMEBER SERVICES- MCKAY, HAMEL SALES	\$	2,050.17
CHRIST BROS-COLD MIX	\$	1,210.80
EDWARDSVILLE MACHINE & WELDING CO -ROUND X 12" LONG	\$	20.00
EXTRA HELP-PAYROLL PROCESSING 3/13/26, 3/31/26, 4/15/26	\$	147.87
M&M-FUEL	\$	1,643.78
OATES ASSOCIATES INC-OLD CARPENTER RD & SAMUEL DR	\$	11,045.00
VOLKERT-MONT RD	\$	8,370.10
		<u>\$30,265.72</u>

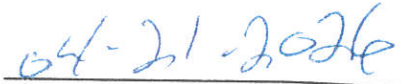
Attestation to Edwardsville Township

Payouts of Funds

I, pursuant to Illinois Statute 60 ILCS 1/7-27, have reviewed the summary of payments attached. After reviewing the attached summary, I authenticate that such payouts are authorized by the township board, expended for the purposes specified, provided for in the budget and directed to be paid out by the Township Supervisor.



Township Clerk



Date



Madison County Government
Madison County Administration Building
157 N. Main Street, Edwardsville, IL 62025
Phone: (618) 692-6200
Website: madisoncountyiil.gov

Chris Slusser
County Board Chairman

ZONING BOARD OF APPEALS MEETING
APRIL 28, 2026 - 5:00 PM
COUNTY BOARD ROOM #304 | 157 N. MAIN ST. | EDWARDSVILLE, IL 62025

AGENDA

A. CALL TO ORDER:

B. ROLL CALL:

Sharon Sherrill, Chairperson
George Ellis
Mary Goode
Don Metzler
Joe Pattan
Bruce Riedle
Curtis Stephens

C. APPROVAL OF MINUTES:

1. March 24, 2026 Zoning Board of Appeals Minutes

D. EXPLANATION OF ZONING HEARING PROCEDURES AND SWEARING IN OF ALL PARTIES:

E. ZONING PETITIONS:

1. **Hearing Z26-0033** – Petition of Michael W Reichert, LLC, owner of record, requesting a variance as per §93.025, Section D, Item 5 of the Madison County Zoning Ordinance in order to construct a single-family dwelling that would be 10 feet from the rear property line instead of the required 30 feet. This is located in an “R-3” Single-Family Residential District in Nameoki Township at **2 Barbara Ct, Granite City, Illinois**, County Board District #16, PIN# 17-2-20-13-04-404-002
2. **Hearing Z26-0034** – Petition of Jeremy Anderson, owner of record with Angela Anderson, requesting a Special Use Permit as per §93.025, Section G, Item 9 of the Madison County Zoning Ordinance in order to continue placement of a mobile home on site for the occupancy of Jeremy Anderson and family for a period not to exceed 5 years. This is located in an “R-3” Single-Family Residential District in Wood River Township at **501 West Dr, Cottage Hills, Illinois**, County Board District #5, PIN# 19-2-08-03-04-408-014
3. **Hearing Z26-0036** – Petition of Trentino Solar, LLC, applicant on behalf of Lorraine M. Keller Declaration of Trust #200, owner of record, requesting a Special Use Permit as per §93.023, Section D, Item 41 of the Madison County Zoning Ordinance in order to develop a Commercial Solar Energy Facility on site. This is located in an “A” Agricultural District in Edwardsville Township at **2951 Old Troy Rd, Glen Carbon, Illinois**, County Board District #24, PIN# 14-1-15-25-00-000-004
4. **Hearing Z26-0037** – Petition of Michael Fleming, owner of record, requesting a variance as per §93.051, Section A, Item 3, Subsection (d) in order to construct an accessory structure within a front yard on a corner lot, where the structure will be in front of the principal dwelling while meeting required setback distances. This is located in an “R-5” Multiple-Family Residence District in Chouteau Township at **23 Paul Dr, Granite City, Illinois**, County Board District #21, PIN# 18-2-14-32-02-201-021

5. **Hearing Z26-0039** – Petition of Mitchell Walls, owner of record with Hannah Gvillo, requesting a Special Use Permit as per §93.023, Section D, Item 45 of the Madison County Zoning Ordinance to allow an Accessory Dwelling Unit on the property. This is located in an “A” Agricultural District in Foster Township at **3813 Pelot Pl, Alton**, Illinois, County Board District #5, PIN# 20-1-02-22-00-000-042

F. UNFINISHED BUSINESS:

G. NEW BUSINESS:

H. ADJOURNMENT:

The next regularly scheduled meeting of the Zoning Board of Appeals will be May 26, 2026

PATRICK McRAE
MADISON COUNTY CLERK OF THE CIRCUIT COURT
EDWARDSVILLE, ILLINOIS

Monthly Report - General Account
Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

FOR: March 2026

	FINE	DUI FINE	DRUG FINE	SUPR VEH	ECITATION	FTA WARRANT	AGY AUTO EXPUNGE	LOC AGY 19	TRANS SAFETY
Alton	6,680.83	570.00	0.00	0.00	100.00	70.00	0.00	952.97	0.00
Bethalto	1,915.98	350.00	0.00	0.00	18.00	0.00	0.00	242.00	0.00
Collinsville	6,317.38	1,395.00	0.00	0.00	90.00	0.00	0.00	778.00	0.00
East Alton	1,274.59	200.00	0.00	0.00	42.00	70.00	0.00	427.00	0.00
Edwardsville	10,679.26	4,183.00	0.00	40.00	156.00	0.00	0.00	2,427.00	0.00
Fairmont City	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Glen Carbon	2,198.06	440.00	0.00	0.00	20.00	70.00	0.00	68.06	0.00
Godfrey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Granite City	3,856.81	530.00	0.00	20.00	53.26	0.00	0.00	430.00	0.00
Grant Fork	0.00	0.00	0.00	0.00	4.00	0.00	0.00	96.00	0.00
Hamel	74.00	0.00	0.00	0.00	4.00	0.00	0.00	58.00	0.00
Hartford	406.76	0.00	0.00	0.00	14.00	0.00	0.00	156.75	0.00
Highland	1,747.00	350.00	0.00	0.00	46.00	70.00	0.00	673.00	0.00

Page 2

Monthly Report - General Account

Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

FOR: March 2026

[illegible]

Monthly Report - General Account
Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

[illegible]

PATRICK MCRAE
MADISON COUNTY CLERK OF THE CIRCUIT COURT
EDWARDSVILLE, ILLINOIS

Monthly Report - General Account
Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

FOR: March 2026

[illegible]

PATRICK McRAE
MADISON COUNTY CLERK OF THE CIRCUIT COURT
EDWARDSVILLE, ILLINOIS

Monthly Report - General Account

Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

FOR: March 2026

[illegible]

PATRICK McRAE
MADISON COUNTY CLERK OF THE CIRCUIT COURT
EDWARDSVILLE, ILLINOIS

Monthly Report - General Account
Collection from Traffic, Misdemeanor, Ordinance Violation, Conservation Violation, and Felony Cases

FOR: March 2026

	FINE	DUI FINE	DRUG FINE	SUPR VEH	ECITATION	FTA WARRANT	AGY AUTO EXPUNGE	LOC AGY 19	TRANS SAFETY
CSX Railroad	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
City of Madison O.W.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
M.E.A.T.T.F.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Southern Illinois College	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS:	52,915.90	10,793.75	0.00	84.37	1,005.26	840.00	0.00	12,826.49	0.00

Patrick McRae
Clerk of the Circuit Court

BY: _____

Final Settlement Sheet

MADISON County

T14 - EDWARDSVILLE TOWNSHIP

Current Year Taxes Due		
	Original Amount Due	\$825,758.41
+	Supplements	\$52.26
-	Cancellations	\$8,180.01
-	Abatements/Refunds	\$0.00
+	Mobile Home	\$187.32
+/-	Road & Bridge Transfer	\$0.00
+	Misc. Adjustments	\$128.37
	Adjusted Amount Due	\$817,946.35
+	Prior Year Real Estate Tax	(\$7,246.49)
+	Prior Year Mobile Home Tax	\$0.71
+	Prior Year Misc. Adjustments	\$13.83
	Total Amount Due	\$810,714.40

Current Year Taxes Paid		
+	Real Estate	\$817,003.54
+	Railroad	\$505.36
+	Mobile Home	\$164.06
+	Misc. Adjustments	\$128.37
+	Prior Year Real Estate	(\$7,246.49)
+	Prior Year Mobile Home	\$0.71
+	Prior Year Misc. Adjustments	\$13.83
-	Abatements/Refunds	\$0.00
	Total Collected	\$810,569.38
+	Hold Back	\$0.00
+	County Trustee	\$135.09
+	Forfeited Tax	\$9.93
	Total	\$810,714.40

Interest Distribution		
	County Interest	\$68.21
	Township Interest	\$0.00
	Total Interest	\$68.21

Distribution Summary		
Interest Distribution Date		Amount
04/13/2026		\$68.21
Totals: 1 Distributions		\$68.21
Grand Totals: 1 Distributions		\$68.21

Fund Summary						
Fund	Amount Collected	Previously Distributed	Current Distribution	Amount Available	Interest	PY Over Distrib
001 - GENERAL	\$700,913.09	\$695,740.08	\$5,173.01	\$0.00	\$58.98	\$0.00
005 - IMRF	\$5,927.70	\$5,883.95	\$43.75	\$0.00	\$0.50	\$0.00
047 - SOCIAL SECURITY	\$22,227.45	\$22,063.39	\$164.06	\$0.00	\$1.87	\$0.00
054 - GENERAL ASSISTANCE	\$81,501.14	\$80,899.64	\$601.50	\$0.00	\$6.86	\$0.00
Totals	\$810,569.38	\$804,587.06	\$5,982.32	\$0.00	\$68.21	\$0.00

Miscellaneous Adjustment Detail

Year	Source	Account Type	Amount	Adjustment Description
2024	MH - Mobile Home	Back Tax	\$4.28	MH Feb 25 Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.04	MH Feb 25 Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$0.67	March 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$0.79	April 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$0.98	May 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.25	October 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.90	November 25 MH Resolutions by TBA
2024	MH - Mobile Home	Back Tax	\$0.35	January 26 MH Resolutions by TBA
2024	MH - Mobile Home	Back Tax	\$2.57	January 26 MH Resolutions by TBA
2024	RE - Real Estate	Back Tax	\$15.88	February 2026 Assignment by TBA
2024	RE - Real Estate	Back Tax	\$0.93	February 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$4.85	March 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$1.60	March 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$3.26	May 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$7.07	December 2025 Redemption by TBA
2024	RE - Real Estate	Back Tax	\$1.21	March 2025 Resolutions by TBA
2024	RE - Real Estate	Back Tax	\$83.46	January 2026 Resolutions by TBA
2024	RE - Real Estate	Back Tax	\$10.11	May Apartments PILT by TBA
	Totals 18 entries		\$142.20	

Final Settlement Sheet
MADISON County
R14 - EDWARDSVILLE ROAD & BR.

Current Year Taxes Due		
	Original Amount Due	\$1,307,325.29
+	Supplements	\$82.75
-	Cancellations	\$12,950.43
-	Abatements/Refunds	\$0.00
+	Mobile Home	\$296.55
+/-	Road & Bridge Transfer	(\$72,000.52)
+	Misc. Adjustments	\$203.24
	Adjusted Amount Due	\$1,222,956.88
+	Prior Year Real Estate Tax	(\$8,704.37)
+	Prior Year Mobile Home Tax	\$1.11
+	Prior Year Misc. Adjustments	\$21.91
	Total Amount Due	\$1,214,275.53

Current Year Taxes Paid		
+	Real Estate	\$1,221,464.21
+	Railroad	\$800.12
+	Mobile Home	\$259.71
+	Misc. Adjustments	\$203.24
+	Prior Year Real Estate	(\$8,704.37)
+	Prior Year Mobile Home	\$1.11
+	Prior Year Misc. Adjustments	\$21.91
-	Abatements/Refunds	\$0.00
	Total Collected	\$1,214,045.93
+	Hold Back	\$0.00
+	County Trustee	\$213.86
+	Forfeited Tax	\$15.74
	Total	\$1,214,275.53

Interest Distribution		
	County Interest	\$102.16
	Township Interest	\$0.00
	Total Interest	\$102.16

Road and Bridge Summary			
Municipality	Amt. Due	Amt. Distrib.	
CITY OF EDWARDSVILLE	\$45,140.03	\$45,124.61	
VILLAGE OF GLEN CARBOI	\$26,584.58	\$26,575.56	
VILLAGE OF MARYVILLE	\$9.65	\$9.65	
VILLAGE OF ROXANA	\$196.10	\$196.08	
VILLAGE OF PONTOON BE	\$94.68	\$94.62	
Totals	\$72,025.04	\$72,000.52	

Distribution Summary		
Interest Distribution Date		Amount
04/13/2026		\$102.16
Totals: 1 Distributions		\$102.16
Grand Totals: 1 Distributions		\$102.16

Fund Summary						
Fund	Amount Collected	Previously Distributed	Current Distribution	Amount Available	Interest	PY Over Distrib
005 - IMRF	\$13,365.89	\$13,270.48	\$95.41	\$0.00	\$1.05	\$0.00
007 - ROAD & BRIDGE GENERAL	\$76,503.13	\$75,943.88	\$559.25	\$0.00	\$11.80	\$0.00
009 - OIL	\$1,113,781.80	\$1,105,831.32	\$7,950.48	\$0.00	\$88.48	\$0.00
047 - SOCIAL SECURITY	\$10,395.11	\$10,320.91	\$74.20	\$0.00	\$0.83	\$0.00
Totals	\$1,214,045.93	\$1,205,366.59	\$8,679.34	\$0.00	\$102.16	\$0.00

Miscellaneous Adjustment Detail

Year	Source	Account Type	Amount	Adjustment Description
2024	MH - Mobile Home	Back Tax	\$6.78	MH Feb 25 Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.65	MH Feb 25 Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.06	March 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.26	April 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.56	May 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$1.97	October 25 MH Redemptions by TBA
2024	MH - Mobile Home	Back Tax	\$3.00	November 25 MH Resolutions by TBA
2024	MH - Mobile Home	Back Tax	\$0.56	January 26 MH Resolutions by TBA
2024	MH - Mobile Home	Back Tax	\$4.07	January 26 MH Resolutions by TBA
2024	RE - Real Estate	Back Tax	\$25.14	February 2026 Assignment by TBA
2024	RE - Real Estate	Back Tax	\$1.47	February 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$7.68	March 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$2.53	March 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$5.17	May 2025 Redemptions by TBA
2024	RE - Real Estate	Back Tax	\$11.19	December 2025 Redemption by TBA
2024	RE - Real Estate	Back Tax	\$1.91	March 2025 Resolutions by TBA
2024	RE - Real Estate	Back Tax	\$132.14	January 2026 Resolutions by TBA

Tax Year: 2024

Final Settlement Sheet
MADISON County
Miscellaneous Adjustment Detail

Page 2 of 2
4/9/2026 14:08

<u>Year</u>	<u>Source</u>	<u>Account Type</u>
2024	RE - Real Estate	Back Tax
Totals 18 entries		

<u>Amount</u>	<u>Adjustment Description</u>
\$16.01	May Apartments PILT by TBA
\$225.15	



**WE
APPRECIATE
YOU**

Thank you for investing in
the Edwardsville/Glen Carbon
Chamber of Commerce – we
take great pride in serving you!
Please let us know how we can
be of service to your business.

Katie

DES

Quarterly Investment Report - TOWN
March 2026

Original Investment		Date of Initial Investment	Interest Rate	Accrued Interest -		Withdrawals	Term	Maturity Date	Total Investment with Interest	Financial Institution
Amount				Current Period						
\$101,489.71		October 29, 2025	2.57%	\$1,083.36		\$ -	-	Money Market	\$102,573.07	Carrollton Bank
\$100,000.00		September 17, 2025	3.83%	\$1,916.60		\$ -	12 months	September 17, 2026	\$101,916.60	Dieterich Bank
\$160,113.84		August 26, 2024	2.25%	\$512.03		\$ -	-	Money Market	\$160,625.87	Bank of Madison County

Quarterly Investment Report - ROAD/BRIDGE

March 2026

Original Investment Amount	Date of Initial Investment	Interest Rate	Accrued Interest - Current Period	Withdrawals	Term	Maturity Date	Total Investment with Interest	Financial Institution
\$ 277,057.82	November 14, 2024	0.4000%	\$2,424.86	\$279,482.68	12 Months	November 14, 2025	\$0.00	First Mid Bank & Trust
\$ 279,680.81	November 29, 2023	2.7100%	\$3,409.68	\$283,090.49	24 Months	November 29, 2025	\$0.00	First Mid Bank & Trust
\$ 276,376.01	March 5, 2024	4.0000%	\$5,566.51	\$281,942.52	24 Months	March 5, 2026	\$0.00	First Mid Bank & Trust
\$ 250,000.00	October 7, 2025	3.4400%	\$4,301.34	\$0.00	12 Months	October 07, 2026	\$254,301.34	First Mid Bank & Trust
\$ 302,069.21	May 16, 2024	4.5000%	\$6,892.21	\$0.00	24 Months	May 16, 2026	\$308,961.42	First Mid Bank & Trust
\$ 301,819.12	May 20, 2025	3.6800%	\$5,620.09	\$0.00	12 Months	May 20, 2026	\$307,439.21	First Mid Bank & Trust
\$ 259,249.64	September 9, 2025	3.6800%	\$4,700.11	\$0.00	12 Months	September 7, 2026	\$263,949.75	First Mid Bank & Trust
\$ 292,094.56	April 3, 2025	4.0000%	\$0.00	\$292,094.56	18 Months	October 3, 2025	\$0.00	First Mid Bank & Trust
\$ 283,090.49	December 3, 2025	3.4400%	\$2,411.33		13	January 3, 2027	\$285,501.82	First Mid Bank & Trust
\$ 279,482.68	November 18, 2025	3.4400%	\$2,433.73		13	December 18, 2026	\$281,916.41	First Mid Bank & Trust

Closed CD's

#	Date Closed
#1035	October 7, 2025
#7528	November 19, 2025
#5305	December 3, 2025
#3357	March 5, 2026

RESOLUTION NO. 2026-R11

A RESOLUTION AUTHORIZING EDWARDSVILLE TOWNSHIP TO EXPEND TOWNSHIP FUNDS FOR BROWN BAG BUDDIES LUNCH PROGRAM

WHEREAS, The Board of Trustees of Edwardsville Township wishes to provide residents of the Township with social services; and

WHEREAS, Section 60 ILCS 1/85-13 of the Illinois Compiled Statutes permits Townships to expend funds directly to a not-for-profit with respect to the expenditure of township funds to provide any of the following services to the residents of the township:

(1) Ordinary and necessary maintenance and operating expenses for the following:

- A. Public safety (including law enforcement, fire protection, and building code enforcement).
- B. Environmental protection (including sewage disposal, sanitation, and pollution abatement).
- C. Public transportation (including transit systems, paratransit systems and streets and roads).
- D. Health.
- E. Recreation.
- F. Libraries.
- G. Social services for the poor and aged.

; and

WHEREAS, the Glen-Ed Pantry is a not-for-profit organization that provides food and services to the Edwardsville Township community; and

WHEREAS, The Board of Trustees of Edwardsville Township wishes to donate \$2,000.00 to Glen-Ed Pantry for the Brown Bag Buddies lunch program.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Edwardsville, Madison County, Illinois as follows:

SECTION 1: That the Board of Trustees of Edwardsville Township agrees to pay a total of \$2,000.00 to Glen-Ed Pantry for the Brown Bag Buddies Lunch Program.

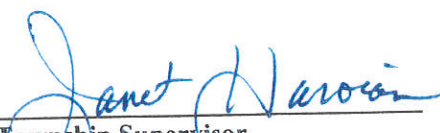
Motion was made by Trustee Darr, seconded by Trustee Crochrell that the Resolution be adopted and approved by Five (5) Ayes and Zero (0) Nays.

PASSED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 21st DAY OF APRIL 2026.

ATTEST:


Township Clerk

APPROVED:


Township Supervisor

RESOLUTION NO. 2026-R12

**A RESOLUTION AUTHORIZING THE SUPERVISOR TO APPLY FOR A GRANT
THROUGH THE AGENCY FOR COMMUNITY TRANSIT FOR THE
ROTARY CRITERIUM BICYCLE SAFETY SESSION**

WHEREAS, Edwardsville Township proposes to apply for a grant through the Agency for Community Transit Community Action Grants Program for the following project:

Edwardsville Township seeks grant funding to conduct a youth bicycle safety session during the Busey Bank Rotary Criterium Festival on August 15, 2026. The Open Safety Sessions will be held at Edwardsville City Park from 2p-4p. This will be an educational safety event that informs youth in K-Jr. High junior high about helmet fittings and safety essentials, pedestrian and road rules for cyclists, bicycle maintenance, and general rider safety. Potential products offered include bicycles, helmets, reflectors, safety pads, lights, bells, bicycles, and safety coloring booklets. The overall project cost is expected not to exceed Ten Thousand and 00/100 Dollars (\$10,000).

WHEREAS, the funding for the project may exceed the actual amount granted from the grant funds in which Edwardsville Township agrees to fund the completion of the project from another source.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Edwardsville, Madison County, Illinois as follows:

SECTION 1: That the Board of Trustees of Edwardsville Township authorizes the filing of the above listed grant application to the Agency for Community Transit Community Action Grants Program; and

SECTION 2: That the Board of Trustees of Edwardsville Township hereby directs and designates the Supervisor to act as the authorized representative in connection with the filing of the aforementioned applications and all concurrent meetings and hearings associated with the project approval process.

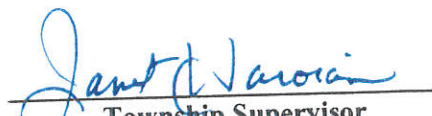
Motion was made by Trustee Crachroll, seconded by Trustee Behrhorst that the Resolution be adopted and approved by Five (5) Ayes and Zero (0) Nays.

**PASSED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON
COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 21st DAY OF APRIL 2026.**

ATTEST:

APPROVED:


Township Clerk


Township Supervisor



ROTARY CRITERIUM FESTIVAL - BICYCLE SAFETY SESSION

Join us at the Edwardsville Township Tent
for free helmet fittings, knee/elbow/wrist pads, safety lights,
rider safety materials and more!

Provided by SSM Cardinal Glennon Children's Hospital.

Bicycle Safety Session

Saturday, August 15, 2026

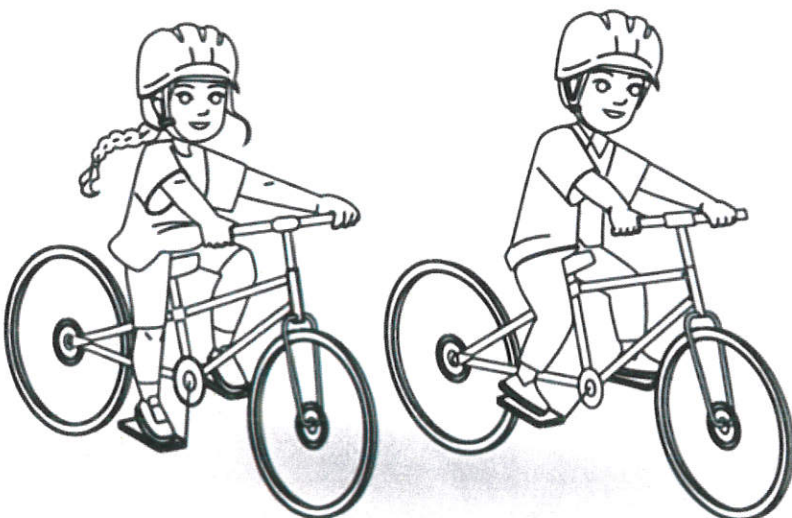
2:00 p.m. - 4:00 p.m.

Edwardsville City Park (101 S. Buchanan)

Kindergarten - Junior High

Free bicycles while supplies last!

Program funded by the Community Action Grant Program.



For more info, visit www.edwardsvilletownship.com

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RESOLUTION NO. 2026-R13

**A RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS
FOR THE GENERAL TOWN FUND**

WHEREAS, there was adopted on the 20th Day of May 2025 by the Board of Trustees of Edwardsville Township, Madison County, Illinois a Budget & Appropriations Ordinance for the fiscal year beginning April 1, 2025 and ending March 31, 2026; and

WHEREAS, it now appears that certain adjustments between appropriated line items in the General Town Fund in said ordinance are desirable and necessary; and

WHEREAS, Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfer between the various line items within any fund in such Appropriation Ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Edwardsville, Madison County, Illinois as follows:

SECTION 1: That there is hereby transferred from the unexpended balance of the line item **Provision for Contingencies - Assessor Salary-Town** in the **General Town Fund One thousand, seven hundred and ninety-five and 22/100 Dollars (\$1,795.22)** which transferred sum is hereby added to the line item **Assessor Salary-Town** in the same fund, making the adjusted appropriation for the **Assessor Salary-Town** line item **Fifty five thousand, seven hundred and ninety-five and 32/100 Dollars (\$55,795.32)**, and the **Provision for Contingencies** line item **Two hundred four and 68/100 Dollars (\$204.68)**.

SECTION 2: That there is hereby transferred from the unexpended balance of the line item **Provision for Contingencies - Town SS** in the **Town SS Fund One thousand, nine hundred forty-seven and 60/100 Dollars (\$1,947.60)** which transferred sum is hereby added to the line item **Town SS** in the same fund, making the adjusted appropriation for the **Town SS** line item **Thirty five thousand, nine hundred forty-seven and 60/100 Dollars (\$35,947.60)**, and the **Provision for Contingencies** line item **One thousand fifty-two and 40/100 Dollars (\$1,052.40)**.

Motion was made by Trustee Darr, seconded by Trustee Podreil,
that the Resolution be adopted and approved by five (5) Ayes and zero (0) Nays.

**PASSED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON
COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 21st DAY OF APRIL 2026.**

ATTEST:

APPROVED:


Township Clerk


Township Supervisor

RESOLUTION NO. 2026-R14

**A RESOLUTION ADOPTING THE EDWARDSVILLE TOWNSHIP ASSESSOR'S
OFFICE PERSONNEL POLICY MANUAL**

WHEREAS the Township Assessor is responsible for the management and operations of the Edwardsville Township Assessor's Office, and Edwardsville Township provides payroll, benefits administration, and statutory compliance support for employees of the Assessor's Office; and

WHEREAS, the Township Assessor has drafted a Personnel Policy Manual establishing employment policies, workplace standards, and procedures applicable to employees of the Assessor's Office.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Edwardsville Township, Madison County, Illinois as follows:

SECTION 1: That the Board of Trustees of Edwardsville Township adopts the Edwardsville Township Assessor's Office Personnel Policy Manual effective APRIL 21, 2026.

SECTION 2: BE IT FURTHER RESOLVED that the Personnel Policy Manual shall be administered by the elected Edwardsville Township Assessor, said manual does not create a contract of employment, nor does it alter the at-will employment relationship, and it may be amended as required by law or operational needs subject to Township Board approval.

Motion was made by Trustee Behrhaist, seconded by Trustee Crochell, that the Resolution be adopted and approved by Five (5) Ayes and Zero (0) Nays

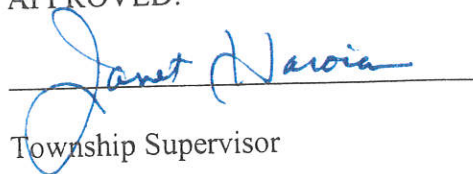
**PASSED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON
COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 21st DAY OF APRIL 2026**

ATTEST:



Township Clerk

APPROVED:


Township Supervisor

Welcome to the Edwardsville Township Assessor's Office!

We are pleased to have you join our team. You were selected because we believe your skills and dedication will contribute meaningfully to our mission of providing fair and accurate property assessments and high-quality public service to the residents and taxpayers of Edwardsville Township.



The Assessor's Office plays a vital role in local government by ensuring property assessments are conducted in accordance with Illinois law and reflect current market conditions. Our work supports the equitable distribution of property taxes and requires attention to detail, accountability, and professionalism in all that we do.

Service excellence within our office is achieved through teamwork, integrity, and a strong commitment to customer service. Each employee contributes to maintaining confidence in the assessment process through consistent, respectful, and reliable performance.

We value employees who take ownership of their responsibilities, communicate openly, share ideas, and seek continuous improvement. Professionalism, integrity, and respect for the public are essential to our daily work.

This Employee Handbook serves as a guide to workplace expectations, policies, and standards of conduct. It is designed to promote consistent management practices while supporting employee success and professional growth.

We are committed to fostering a supportive and respectful work environment where employees are recognized for their contributions and encouraged to succeed. We look forward to your involvement and the positive impact you will have as part of the Edwardsville Township Assessor's Office.

Welcome aboard.

Sincerely,

Jennifer Hegel
Assessor
Edwardsville Township

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About the Assessor's Office

The Assessor's Office is responsible for determining the assessed value of all taxable real property within the township in compliance with Illinois law. The office administers property tax exemptions, maintains assessment records, and provides information to taxpayers regarding assessments, exemptions, and appeal procedures.

The mission of the Assessor's Office is to deliver accurate and equitable assessments while providing consistent, professional, and efficient public service. All duties are performed with integrity, transparency, and accountability.

The effectiveness of the office relies on collaboration and clear communication. Employees are expected to support the Assessor and uphold the following principles:

- Treat coworkers and the public with fairness, dignity, and respect
- Maintain a workplace free from discrimination, harassment, and retaliation
- Foster teamwork, cooperation, and open communication
- Address issues promptly to ensure smooth operations
- Maintain accuracy, consistency, and professionalism in all work

Policies and Benefits Updates

Policies and benefits described in this handbook are subject to change at the Township's discretion. Employees are responsible for being informed of any updates or modifications. This handbook is not a contract of employment and does not create any contractual rights. Employment with the Edwardsville Township Assessor's Office is at-will, unless otherwise specified by law.

Employment Relationship, Scope, and Applicability

Applicability of the Personnel Policy Manual

This Personnel Policy Manual outlines the policies and procedures governing employment with the Edwardsville Township Assessor's Office. For employment purposes, Edwardsville Township serves as the legal employer for payroll, benefits administration, insurance, and statutory compliance; however, for personnel and operational matters-including hiring, supervision, evaluation, discipline, and termination, the elected Township Assessor is the appointing authority and final decision-maker, as provided by Illinois law. In the Assessor's absence, the Chief Deputy Assessor is authorized to carry out supervisory and operational responsibilities as delegated.

This handbook sets forth the personnel policies governing employees of the Edwardsville Township Assessor's Office and, together with applicable federal and state law, constitutes the controlling authority for Assessor's Office employees. Where this handbook addresses matters specific to the operations or staffing of the Assessor's Office, it shall apply exclusively. In the event of any conflict, applicable law shall govern.

Employment Relationship and Scope of Policies

This manual applies to all full-time employees of the Assessor's Office, defined as those who regularly work thirty (30) or more hours per week. It also applies to part-time employees, including seasonal employees, unless otherwise specified. Employee benefits are available only to full-time employees unless otherwise provided by written agreement or required by law.

Introductory / Probationary Period

All newly hired employees of the Edwardsville Township Assessor's Office serve an introductory (probationary) period of ninety (90) days beginning on their date of hire. This period allows the Assessor's Office to evaluate job performance, attendance, conduct, and overall suitability for continued employment, while providing employees with an opportunity to become familiar with their duties, workplace expectations, and Assessor's Office policies.

During the introductory period, employment remains at will, and employees may be disciplined or separated from employment at any time, with or without cause or notice, as permitted by applicable law. Successful completion of the introductory period does not alter the at-will nature of employment, guarantee continued employment, or create any contractual rights.

The Assessor's Office reserves the right to extend, shorten, or waive the introductory period at its discretion based on operational needs or individual circumstances.

Employee Responsibilities

Employees are responsible for reviewing, understanding, and complying with all policies, procedures, and standards contained in this manual.

Employment Status and Definitions

Employment Classifications

Permanent Full-Time:

Regularly scheduled 30+ hours/week with eligibility for benefits.

Permanent Part-Time:

Regularly scheduled <30 hours/week; benefits as required by law or written policy.

Temporary Full-Time:

Limited-duration assignment, 30+ hours/week.

Temporary Part-Time:

Limited-duration assignment, <30 hours/week.

Key Definitions

Employer:

Edwardsville Township is the official employer for payroll, benefits, insurance, and compliance with applicable laws.

For day-to-day work matters—such as hiring, supervision, job assignments, evaluations, discipline, and termination—employees of the Assessor’s Office report to and are under the authority of the elected Township Assessor, as provided by Illinois law.

Employee:

Any person employed by Edwardsville Township. Vendors, independent contractors, and elected officials are not considered employees under this handbook.

Department:

The Edwardsville Township Assessor’s Office.

Township Board and Elected Officials:

The Township’s elected officials include the Township Supervisor, four (4) Trustees, Clerk, Assessor, and Highway Commissioner. The Township Board consists of the Supervisor and the four Trustees. All elected officials are chosen by township residents and serve four-year terms.

Township Assessor:

The Township Assessor of Edwardsville Township is an elected official responsible for establishing and maintaining accurate and uniform assessments of all real property for tax purposes in accordance with Illinois law. The Assessor determines property values, maintains records, administers exemptions, ensures compliance with the Illinois Department of Revenue and local guidelines, and provides assistance to taxpayers regarding assessments, exemptions, and appeals.

Chief Deputy Assessor:

The Chief Deputy Assessor assists in the administration and daily operations of the Assessor’s Office and may exercise authority delegated by the Assessor.

Township Attorney

The Township Attorney serves as legal counsel to the Township, the Township Board, and Township officials, including the Assessor. The Township Attorney provides legal advice and

representation on matters related to Township operations, employment matters, statutory compliance, and other legal issues as requested by authorized officials.

Workplace:

Any property owned, leased, or used by Edwardsville Township, including office locations, Township vehicles, and any site where official Township business is conducted.

Equal Employment Opportunity, ADA & Legal Compliance

Equal Employment Opportunity Statement

The Edwardsville Township Assessor's Office is an equal opportunity employer and is committed to maintaining a workplace free from unlawful discrimination. Employment decisions are made based on job-related qualifications, merit, and business needs, and without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, ancestry, age, marital status, disability, military status, arrest record, or any other characteristic protected under applicable federal, state, or local law, including the Illinois Human Rights Act.

This commitment applies to all terms and conditions of employment, including recruitment, hiring, placement, promotion, compensation, benefits, training, discipline, and separation of employment.

Legal Compliance

The Assessor's Office complies with all applicable federal, state, and local employment and labor laws. Compliance with these laws and Township policies is a condition of employment for all employees.

Americans with Disabilities Act (ADA) and Reasonable Accommodation

The Edwardsville Township Assessor's Office complies with the Americans with Disabilities Act (ADA), the ADA Amendments Act, and applicable Illinois disability laws. Qualified individuals with disabilities will be provided with reasonable accommodations to enable them to perform the essential functions of their position, unless doing so would impose an undue hardship on Township operations.

Definitions (Legal & Compliance)

Disability

A physical or mental impairment that substantially limits one or more major life activities, as defined under the Americans with Disabilities Act and applicable Illinois law.

Qualified Individual

An individual who meets the skill, experience, education, and other job-related requirements of a position and who can perform the essential functions of the position, with or without reasonable accommodation.

Essential Functions

The fundamental job duties of a position, as opposed to marginal or incidental functions.

Reasonable Accommodation

A modification or adjustment to the work environment or to the manner in which a position is customarily performed that enables a qualified individual with a disability to perform the essential functions of the position, unless it imposes an undue hardship.

Undue Hardship

An undue hardship occurs when a requested action would cause significant difficulty or expense for the Township based on its size, resources, and operational needs.

Direct Threat

A significant risk of substantial harm to the health or safety of the individual or others that cannot be eliminated or reduced by reasonable accommodation.

Cross-Reference

Allegations of discrimination, harassment, bullying, or retaliation are addressed under the Anti-Discrimination, Harassment, and Bullying Policy contained elsewhere in this handbook.

Standards of Conduct and Workplace Expectations

Ethics & Public Trust

As a public-facing office, the Edwardsville Township Assessor's Office is committed to fairness, integrity, and transparency in all operations. Employees are expected to conduct themselves in a manner that maintains confidence in the assessment process and reflects professionalism, accountability, and respect in all interactions with coworkers, elected officials, taxpayers, and the public.

Employees must avoid conduct that undermines public confidence, creates the appearance of impropriety, or compromises the impartial administration of assessments. These standards apply to all work-related activities, including off-site duties and Township-sponsored events.

Adherence to ethical standards is essential to fulfilling the mission and responsibilities of the Assessor's Office and supporting the public trust placed in local government.

Professional Conduct and Appearance

Employees are expected to conduct themselves with professionalism, integrity, and courtesy when interacting with coworkers, elected officials, taxpayers, and the public. Conduct that disrupts operations, undermines public confidence, or reflects adversely on the Township is not acceptable.

Employees must maintain a clean, neat, and professional appearance while representing the Township, whether in the office or in public. Employees who regularly interact with the public are expected to dress in a conservative and professional manner appropriate to their duties.

Employees performing outdoor or field work may wear attire suitable for their job duties and weather conditions, including durable clothing and appropriate footwear. All attire must be clean, in good repair, and free of offensive graphics or language. At the Assessor's discretion, Township-issued or branded clothing, as well as safety or reflective gear, may be provided to employees upon request.

Use of Township Property and Resources

Township property, equipment, and resources are provided exclusively for official Township business. Employees are expected to use all Township resources responsibly and in a manner that supports efficient, professional service to the public.

Personal telephone calls should be limited to emergencies. Township telephone lines must remain available for business purposes, and long-distance calls are permitted only for authorized Township business.

Township equipment, including computers, laptops, and related technology, may not be used for personal purposes or removed from Township facilities unless specifically authorized and

required to perform assigned job duties. Employees may not install software, applications, or programs on Township equipment without prior authorization from the Township Assessor.

Employees assigned Township property are responsible for its proper use, care, and security. Loss, damage, or misuse resulting from negligence may result in disciplinary action and/or reimbursement. Keys and security codes may not be shared, duplicated, or loaned without authorization and must be reported immediately if lost, stolen, or compromised.

Confidentiality and Records

Employees may have access to confidential, sensitive, or protected information as part of their job duties. Employees are required to maintain the confidentiality of such information and to use it solely for legitimate Township business purposes. Confidential information includes, but is not limited to, taxpayer records, personnel information, internal communications, assessment data, and non-public Township records.

Employees who are unsure of their obligations regarding confidentiality must consult the Assessor before disclosing any information. Unauthorized disclosure or misuse of confidential information may result in disciplinary action.

Personnel and assessment records must be accurate and maintained in accordance with applicable laws and retention requirements. Employees are responsible for promptly notifying the Assessor or Chief Deputy of changes to personal information affecting employment or benefits.

Outside Employment and Conflicts of Interest

Employment with the Edwardsville Township Assessor's Office takes priority over any outside employment or activities. Employees engaged in outside employment must disclose the employer and the nature of the work to the Assessor.

Outside employment or activities that create, or appear to create, a conflict of interest; interfere with job performance; or reflect adversely on the Township are prohibited, as determined by the Assessor.

Employees are expected to avoid any appearance of impropriety. Time lost due to injury or illness arising from outside employment is not eligible for vacation or sick leave accrual, workers' compensation, or Township-provided insurance benefits during the period of absence.

State Officials and Employees Ethics Act

All employees must comply with the State Officials and Employees Ethics Act (5 ILCS 430/). This means employees may not use their position for personal gain, accept gifts or favors from anyone seeking official action, or misuse Township resources or confidential information. Employees are expected to avoid conflicts of interest and promptly report any potential ethical concerns to the Assessor. Violations may result in disciplinary action, up to and including termination, and may carry civil or criminal penalties under state law.

Anti-Discrimination, Harassment, and Bullying Policy

Edwardsville Township maintains a professional work environment free from unlawful discrimination, harassment, bullying, and retaliation.

Harassment

Harassment is unwelcome conduct based on a protected characteristic that has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Harassment may be verbal, written, visual, or physical.

Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or other conduct of a sexual nature when submission to such conduct is made a term or condition of employment, used as a basis for employment decisions, or creates a hostile work environment. All employees are required to complete sexual harassment prevention training in accordance with Illinois law.

Bullying

Bullying is repeated, harmful behavior that threatens, humiliates, or disrupts an employee's work, regardless of whether it is related to a protected characteristic, and is strictly prohibited.

Reporting and Investigation

Employees are encouraged to report discrimination, harassment, bullying, or retaliation to the Assessor. All reports will be investigated promptly, impartially, and as confidentially as practicable. Retaliation against any individual who reports concerns or participates in an investigation is strictly prohibited. Violations of this policy may result in disciplinary action, consistent with Township policy.

Reporting Chain

Employees must promptly report in writing any behavior they witness or experience that may violate Township Assessor policies, including discrimination, harassment, bullying, retaliation, or safety concerns.

Reports may be made to either of the following:

- Chief Deputy Assessor
- Township Assessor

Reports will be addressed promptly, impartially, and as confidentially as practicable. Retaliation against any employee who makes a good-faith report or participates in an investigation is strictly prohibited and may result in disciplinary action.

Employees may bypass any level of supervision if the concern involves that individual.

Retaliation

Retaliation against any employee who, in good faith, reports a concern, files a complaint, or participates in an investigation under this policy is strictly prohibited. Retaliation includes any adverse action taken because of a report or participation in an investigation. Allegations of retaliation will be reviewed and addressed in accordance with the Township's Corrective Action and Disciplinary Process.

Disciplinary Consequences

Violations of this policy, including discrimination, harassment, bullying, retaliation, or failure to cooperate in an investigation, may result in corrective or disciplinary action, up to and including termination of employment. Disciplinary decisions will be made on a case-by-case basis, consistent with Township policy and applicable law.

Work Hours, Attendance, and Timekeeping

Office Hours and Work Schedule

The Edwardsville Township Assessor's Office operates Monday through Friday, from 8:30 a.m. to 4:30 p.m., with a one-hour unpaid lunch break scheduled by the Assessor. Lunch is typically taken at 11:30 a.m. or 12:30 p.m., but times may be adjusted to meet staffing needs.

The office observes holidays designated annually by the Township Board. Employees are generally not expected to work weekends or overtime. On rare occasions, employees may be asked to assist with approved special events or community activities; participation is not mandatory unless specifically required.

Attendance and Punctuality

Regular and reliable attendance is essential to the effective operation of the Assessor's office and the delivery of public services. Employees are expected to report to work as scheduled and notify the Assessor and/or Chief Deputy scheduled and of any absences, late arrivals, or schedule changes. Repeated tardiness or early departures may result in corrective or disciplinary action.

Absences and Occurrences

Absences are tracked as follows:

- An unscheduled absence of one-half (½) day or more counts as one occurrence
- Consecutive workdays absent count as one occurrence
- Absences related to the same illness, with no more than one workday between absences, count as one occurrence

Excessive attendance occurrences may result in progressive discipline, up to and including termination. Legally protected absences, including FMLA, ADA accommodations, military leave, and other legally protected leave, are not counted as occurrences.

Reporting Absences

Employees who cannot report to work must notify the Assessor or Chief Deputy as soon as possible, but no later than their scheduled start time. Time off requests must be submitted at least one (1) pay period prior to the requested date(s) of absence. Excused absences may be granted for illness, medical or professional appointments, or other approved reasons.

If an employee is absent for three (3) or more consecutive scheduled workdays due to illness, a doctor's note or other medical documentation may be required before returning to work.

Failure to report to work or notify the Assessor for three consecutive scheduled workdays will be considered a voluntary resignation.

Documentation

The Township may require documentation to verify authorized absences, including medical certification, jury duty summons, or other official documentation, as permitted by law.

Timekeeping

Employees are expected to work their scheduled hours and manage their time responsibly. Given the current size of the office, the Assessor directly observes attendance and work schedules. Records of hours worked may be requested for payroll, leave, or benefits purposes. If the office grows in the future, additional timekeeping procedures may be implemented as needed.

Fair Labor Standards Act (FLSA) Compliance

The Assessor's Office complies with federal and state labor laws regarding wages, overtime, recordkeeping, and youth employment. Employees are classified as exempt or non-exempt based on job duties.

Minimum Wage

All employees are paid at least the federal minimum wage, or the state minimum wage when it is higher, for all hours worked.

Overtime Pay

Non-exempt employees are eligible for overtime pay at one and one-half times their regular rate for hours worked over forty (40) in a workweek. Overtime must be approved in advance by the Township Assessor.

Exempt and Non-Exempt Status

Employees are classified as exempt or non-exempt in accordance with FLSA standards. Exempt employees are not eligible for overtime pay and generally include certain administrative, professional, or executive positions.

Timekeeping

All employees must accurately record and report hours worked in accordance with procedures established by the Assessor's Office.

Youth Employment

Employees under eighteen (18) years of age are subject to federal and state child labor laws, which limit allowable hours and types of work.

Employee Status

Independent contractors are not considered employees of the Township and are not covered by FLSA protections.

Reporting Concerns

Employees who believe their pay or hours may not comply with FLSA requirements should report the issue promptly to the Township Assessor or designated HR representative. No employee will be subject to retaliation for raising a concern in good faith.

Remote Work / Flexible Scheduling

The Assessor's Office does not offer remote work or flexible scheduling arrangements, except as approved by the Assessor for specific circumstances.

Technology, Communications, and Privacy

Township electronic systems—including email, computers, internet, voicemail and networks—are property of the Edwardsville Township Assessor’s Office and are provided for official business use. Limited incidental personal use may be allowed when authorized, provided it does not interfere with job duties or violate Assessor’s Office policies. Use of these systems constitutes acceptance of this policy.

No Expectation of Privacy

Township electronic systems—including email, computers, internet access, voicemail, and networks—are Township property and are provided for official business use. Employees have no reasonable expectation of privacy when using Township systems.

The Assessor’s Office may access, monitor, retrieve, or delete communications and stored information for lawful business purposes. Communications related to Township business may be subject to disclosure under the Illinois Freedom of Information Act and applicable records retention laws.

Passwords and Security

Employees must use strong passwords and safeguard all access credentials. Access to Township systems must be provided to the Assessor or authorized personnel through approved administrative or security processes.

Employees are required to use multi-factor authentication as directed, including Duo Mobile or similar security tools. Any suspected security breach, unauthorized access, or misuse of Township systems must be reported immediately to the Assessor or designated IT personnel.

Remote Access

Authorized remote access to Assessor’s Office systems must comply with all security protocols. Employees are responsible for ensuring that Assessor data remains secure when accessing systems offsite.

Cellular and Mobile Devices

Personal use should be limited and reasonable. Employees are responsible for the care, security, and proper use of all Township-issued devices. Lost, stolen, or damaged devices must be reported immediately to the Assessor. Installation of software or applications requires prior approval from the Assessor.

Social Media

Employees must conduct themselves professionally on social media, both when representing the Assessor's Office and personally. Personal social media use must not interfere with work duties, compromise confidential information, or create the appearance of representing the Assessor's Office without authorization.

Records Retention and Freedom of Information Act (FOIA) Handling

As part of their job responsibilities, employees must properly maintain and safeguard all Assessor's Office records in accordance with approved retention schedules and the Illinois Local Records Act (50 ILCS 205/1 et seq.), which requires that public records be preserved and prohibits their destruction or disposal except as authorized by law. The Act defines what constitutes a "public record" and establishes procedures for retention and disposal. Any unauthorized destruction, alteration, or concealment of records may violate the Act and subject the individual responsible to legal penalties. Employees must consult the Assessor or designated FOIA Officer with any questions regarding records retention or FOIA obligations.

Compliance and Policy Updates

Violations of these standards may result in disciplinary action, up to and including termination, and may carry civil or criminal penalties. Policies and benefits are subject to change; employees should refer to the Policies and Benefits Updates section of this handbook for the latest guidance.

Corrective Action and Disciplinary Process

Purpose

The purpose of this section is to establish a fair and consistent framework for addressing policy violations, performance deficiencies, and improper conduct. Corrective and disciplinary action is intended to promote prompt resolution, encourage improvement when appropriate, and support effective operations within the Edwardsville Township Assessor's Office. All corrective and disciplinary decisions are made by the Township Assessor.

Grounds for Discipline

Disciplinary action may be imposed for conduct including, but not limited to, the following:

- Reporting to work under the influence of alcohol or illegal drugs, or using intoxicants during work hours
- Failure to follow lawful and reasonable supervisory instructions
- Excessive absenteeism, tardiness, or leaving work without authorization
- Poor performance, neglect of duties, inefficiency, or failure to meet job expectations
- Insubordination, disrespectful behavior, or inability to work cooperatively
- Theft, misuse, destruction, or damage of Township property
- Unsafe conduct or actions that jeopardize employees, public, or workplace safety
- Conflicts of interest, misuse of Township resources, or unauthorized outside employment during work hours
- Unauthorized disclosure of confidential or protected information
- Abuse of leave policies or unauthorized expenditure of Township funds
- Violation of any Edwardsville Township Assessor's Office policy

Other prohibited conduct, including harassment, retaliation, or misuse of electronic systems, is addressed in other sections of this handbook.

Corrective and Disciplinary Actions

Corrective or disciplinary action may include, but is not limited to, oral or written warnings, suspension without pay, cancellation of accrued leave, or termination of employment.

Corrective action is intended to promote improvement when appropriate; however, progressive discipline is not required. The Assessor reserves the right to determine the appropriate level of discipline based on the nature and severity of the conduct, prior work history, and operational needs.

Except for oral warnings, disciplinary actions will be issued in writing prior to their effective date.

Suspension and Discharge

The Township Assessor may suspend an employee without pay for disciplinary reasons. Serious misconduct or a pattern of unacceptable behavior may result in immediate separation.

Employees recommended for separation may, at the Assessor's discretion, remain on duty, be placed on administrative leave with pay, or be suspended without pay pending a final decision. Prior warnings are not required when circumstances warrant immediate action.

Safety & Security

Workplace Safety and OSHA Compliance

Safety at Edwardsville Township is a shared responsibility. The Township is committed to providing a clean, healthy, and safe work environment in compliance with the Occupational Safety and Health Act (OSHA). Employees are expected to follow safety rules; use provided safety equipment and maintain orderly work areas.

Employees must know the location of emergency equipment, emergency contacts, and posted procedures. Any unsafe condition, defective equipment, accident, injury, or safety concern—no matter how minor—must be reported immediately to the Assessor or Chief Deputy Assessor. Reports may be made without fear of retaliation. Willful or repeated safety violations may result in disciplinary action, up to and including termination. All work-related injuries are covered by Workers' Compensation in accordance with state law.

Office and Outdoor Canvassing Safety

Employees are expected to wear appropriate footwear and clothing and to follow all vehicle safety rules, including mandatory seat belt use when conducting Township business. When engaging in outdoor canvassing, employees should remain alert to their surroundings, including traffic and weather conditions, to ensure their safety. Signage for vehicles will be provided and must be displayed whenever employees are conducting canvassing, taking pictures, or performing other Township business from a vehicle.

OSHA Compliance

The Township complies with the OSHA Hazard Communication Standard (29 CFR 1910.1200). Hazardous chemicals are generally not present in Township workplaces. If hazardous substances are introduced, the Township will:

- Maintain safety data sheets (SDS)
- Ensure proper labeling and handling
- Provide required employee training
- Implement safety precautions in compliance with OSHA regulations

A designated safety coordinator oversees OSHA compliance, maintains records, and provides guidance. Employees will be trained if any hazardous exposure risks arise.

Drug-, Alcohol-, and Smoke-Free Workplace

The Township maintains a safe, professional, and substance-free workplace. Employees are prohibited from using, possessing, selling, or being impaired by alcohol or drugs while on duty,

on Township property, or in Township vehicles. Legally prescribed medications used as directed and common over-the-counter medications are allowed.

Employees must report to work fit for duty. Suspected substance abuse affecting safety or public service must be reported to the Assessor. Violations may result in disciplinary action, up to and including termination, and employees may be subject to lawful drug or alcohol testing.

Smoking, vaping, and use of electronic smoking devices are prohibited inside all Township buildings and enclosed areas. Smoking is permitted only in outdoor areas clearly identified by posted signage, in accordance with the Illinois Smoke-Free Act.

Violence Prevention and Workplace Security

Edwardsville Township has a zero-tolerance policy for workplace violence. Any act or threat of violence—including joking, discussing, or suggesting violence—may result in immediate disciplinary action, up to and including termination. Violence includes physical harm, threats, intimidation, harassment, coercion, brandishing weapons, or discussing such actions.

Access and Safety

Only individuals conducting legitimate Township business may access Township property. Weapons—including firearms, knives, explosives, or other dangerous items—are strictly prohibited on Township property and while conducting Township business in personal vehicles. Violations may result in disciplinary action, up to termination.

Visitor Conduct

Employees may ask visitors who are disruptive or pose a safety concern to leave Township property. The Assessor or designated staff may also temporarily restrict access for visitors whose behavior interferes with operations or threatens the safety of employees, other visitors, or Township property. These actions support the Township's commitment to maintaining a safe and secure environment for everyone.

Monitoring and Inspections

Township property—including desks, equipment, computers, and communication systems—may be inspected or monitored. Any threats or concerning behavior discovered may result in disciplinary action.

Reporting Responsibility

All employees share responsibility for preventing workplace violence and are encouraged to report any concerning behavior or policy violations to the Assessor. Reports will be investigated promptly and handled confidentially.

Weather and Safety Closings

The Township remains open unless a government-declared emergency exists or the Township Assessor authorizes a closure. Employees will be notified of office closures as soon as possible, generally prior to 7:00 a.m. During severe weather, employees should use judgment regarding personal safety and make reasonable efforts to report to work. If offices remain open, employees unable to report or arriving late must notify the Assessor. Time missed will be charged to

available paid leave or unpaid leave if no leave is available. Nonexempt employees present during early office closures due to weather will be paid for the remainder of their scheduled workday.

Compensation & Payroll

Payroll Schedule

Edwardsville Township employees are paid on a bi-monthly basis in accordance with established payroll schedules and applicable wage and hour laws.

Direct Deposit

Employees are encouraged to participate in direct deposit for convenience and security. Pay may be deposited into a checking, savings account, or split between accounts as authorized by the employee.

Payroll Deductions

Edwardsville Township deducts all required federal and state taxes, including Social Security, IMRF and applicable income taxes. Authorized deductions for group insurance premiums and other elected benefits will be withheld once appropriate authorization forms are submitted.

Overtime Policy

The Edwardsville Township Assessor's Office schedules work to be completed within normal business hours. Employees are expected to work only their regularly assigned schedules unless prior authorization is given.

Nothing in this policy guarantees or creates an entitlement to overtime work or overtime compensation. This policy is intended to be administered in compliance with applicable state and federal wage and hour laws.

Employee Benefits

Health Benefits

Edwardsville Township offers health insurance, dental and vision along with long-term disability subject to eligibility and Township policy in effect at the time.

Employees may also elect optional life insurance and accidental death coverage for themselves, their spouses, or their dependents.

Benefits are available to full-time employees after the probation period. Authorization forms for all benefits will be provided at orientation. Contact the Assessor if you have not received them.

Workers' Compensation

The Township provides Workers' Compensation insurance coverage for all employees for work-related injuries or occupational illnesses.

Employees must report any work-related injury or illness to the Assessor immediately. Failure to report promptly may delay or affect eligibility for benefits. A written injury report must be completed and submitted to the Assessor within twenty-four (24) hours of the incident.

The Assessor is responsible for promptly investigating reported injuries or illnesses related to Workers' Compensation claims.

Any fraud, misrepresentation, or falsification of information related to a Workers' Compensation claim may result in disciplinary action, up to and including termination, and may subject the employee to civil or criminal penalties.

Retirement Benefits (IMRF)

Edwardsville Township employees who work more than 1,000 hours in a calendar year participate in the Illinois Municipal Retirement Fund (IMRF). Employees vested in IMRF are eligible for a monthly pension.

Full details are available in the IMRF guide.

Disability Benefits:

Employees with at least 12 months of service may qualify if unable to work due to illness or injury.

Death Benefits:

IMRF provides benefits to surviving spouses or dependents based on years of service and whether the death was job-related.

Social Security Benefits

Unless otherwise provided by written agreement or required by state or federal law, Township employees are eligible for Social Security benefits. Required payroll withholdings will be made in accordance with applicable state and federal laws and remitted to the appropriate agencies.

Employee benefits are governed by Township policy and may change as described in the Policies and Benefits Updates sections of this handbook.

Leave and Absence Policies

Vacation

Eligibility:

Regular full-time employees are eligible for paid vacation leave after completing their one-year anniversary. Vacation is intended for rest, relaxation, and personal pursuits.

Accrual:

Vacation entitlement is based on total years of full-time service with the Township:

Years of Service	Vacation Days Per Year	Maximum Carryover Allowed
1–9 years	10 days	5 workdays per year
10–15 years	15 days	5 workdays per year
16–20 years	20 days	5 workdays per year
21+ years	25 days	5 workdays per year

Usage:

- Vacation requests should be submitted in advance and are subject to approval by the Assessor based on operational needs.
- Vacation does not accrue during unpaid leaves of absence.
- Upon separation with proper notice, unused vacation will be paid at the employee's regular rate on the final paycheck.

Rehires:

Employees returning to Township employment are considered new employees for vacation purposes unless a written agreement specifies otherwise.

Grandfathered Employees:

Employees who were employed full-time with the Edwardsville Township Assessor's Office prior to the effective date of this handbook may continue to accrue vacation according to the vacation schedule that was in effect at that time. Individual vacation balances for these employees will be provided and maintained in payroll records. This grandfathered benefit applies only to these employees and does not establish a precedent or entitlement for future employees.

The Township Assessor reserves the right to modify or discontinue grandfathered benefits prospectively, consistent with applicable law.

Sick Leave

Sick leave may be used for personal or immediate family illness, injury, or medical appointments, accrue 1 day per month for full-time employees (max 120 days) after your probationary period. Sick Leave must be reported at least 1 hour before work, used in 30-minute increments, and may require medical certification for absences over three days or if misuse is suspected.

Family and Medical Leave Act (FMLA)

Eligible employees may take up to 12 weeks of unpaid FMLA leave (26 weeks for military caregiver leave) within a rolling 12-month period. FMLA runs concurrently with paid leave (sickness, vacation, disability, paid parental leave). Group health insurance continues during approved FMLA leave.

Paid Parental Leave (PPL)

Eligible employees may receive up to 12 weeks of paid leave for birth, adoption, or foster placement. PPL runs concurrently with FMLA, using paid leave first.

Nursing Mothers' Breaks – Illinois Compliance

In accordance with Illinois law, Edwardsville Township Assessor Office provides nursing employees with at least 30 minutes of paid break time each time it is necessary to express breast milk, for up to one year following the birth of a child. These breaks may be taken as needed during the workday and are in addition to any other paid breaks or meal periods provided. A clean, private space—other than a bathroom—will be made available for this purpose, and such breaks will not result in any penalty, loss of pay, or adverse impact on employment status. Employees should notify their supervisor or Human Resources to arrange appropriate scheduling and space accommodations.

Disability Leave (IMRF)

Employees with ≥ 1 year of IMRF service and expected absences over 30 days may apply for disability benefits. Accrued vacation or sick leave may be used before benefits begin; leave accrual ceases during disability.

Personal Leave (Unpaid)

Unpaid personal leave of 2 weeks or more may be granted under unusual circumstances for employees with ≥ 1 year of service. Paid leave does not accrue during personal leave. Paid leave balances must be exhausted first.

Personal Leave (Paid)

Full-time employees of the Edwardsville Township Assessor's Office are entitled to three (3) Personal Days per fiscal year, with advance approval from the Township Assessor. Personal Days are credited on April 1 and cannot be carried over to the next year.

Part-time employees are eligible for Paid Time Off (PTO) under Illinois Law SB 0208, effective January 1, 2024. PTO accrues at one hour for every 40 hours worked, up to 40 hours per 12-month period. Employees must have 90 days of employment before taking PTO and must submit written notice of their request. PTO may be used for any reason, and employees are not required to provide a reason or documentation.

Military Leave

Edwardsville Township Assessor Office grants military leave to permanent employees for required military training, reserve duty, drills, or active-duty service in accordance with applicable federal law. Military leave does not reduce accrued vacation balances.

Employees' rights to seniority, benefits, and re-employment are protected during military leave. Employees will be reinstated upon return to the same or comparable position, subject to proof of satisfactory service and timely notice of intent to return.

Employee Blood Donation Leave

Eligible full-time employees may request up to one (1) hour of paid leave every 56 days to donate blood, subject to Assessor approval.

Voting Leave

Employees may be granted up to two (2) hours of paid leave during scheduled work hours to vote when unable to do so outside of work hours, in accordance with Illinois Law. Requests must be made at least one working day prior to Election Day.

School Visitation Leave

Eligible employees may take up to 8 hours of unpaid leave per school year (max 4 hours/day) for school conferences or activities if they cannot be scheduled outside work hours. Paid leave must be used first. Verification from the school is required within 2 working days; failure may result in disciplinary action.

Bereavement Leave

Full-time employees may receive up to 3 paid workdays of bereavement leave for the death of an immediate family member (spouse/partner, child, reproductive loss, grandchild, parent, parent-in-law, sibling, grandparent, spouse's grandparents, past legal guardian, and stepfamily).

For other relatives, the Assessor may grant emergency leave (typically up to 3 days) or approve use of accrued leave. Additional time off must be approved as vacation.

Jury & Witness Duty Leave

Time away from work for Jury service or court-ordered witness duty is considered an authorized paid absence. Employees will receive their regular base pay and must submit a copy of the summons as soon as possible. Any compensation received from the court, other than mileage reimbursement, must be turned over to the Township.

Employees released from duty before the end of the scheduled workday may be required to return to work.

Summary of Paid vs. Unpaid Leave

Paid leave takes priority: sick, vacation, paid parental leave, disability benefits

Unpaid leave is a last resort, granted only after paid leave is exhausted or specifically approved (e.g., personal leave)

FMLA and PPL may combine paid and unpaid leave; paid leave is applied first

Travel & Expense Reimbursement

Travel on behalf of the Edwardsville Township Assessor's Office must be pre-approved and is generally limited to training, certification, or educational programs directly related to assessment duties. Employees are expected to choose economical travel and lodging options whenever possible.

Reimbursable Expenses:

- Mileage: Personal vehicle use reimbursed at the current IRS rate; only the driver may claim mileage
- Meals: \$75 per day for breakfast, lunch & dinner during approved travel, reimbursable with original receipts. Any expenses exceeding this amount require approval from the Assessor.
- Other Necessary Expenses: Pre-approved expenses directly related to official travel.

Non-Reimbursable Expenses:

- Alcohol, entertainment, hotel upgrades, late check-out fees
- Traffic or parking fines
- Personal expenses not related to official travel.

Credit Card Use Policy:

Township-issued credit cards are provided to authorized employees of the Edwardsville Township Assessor's Office strictly for official business purposes. All expenditures must be reasonable, necessary, and directly related to the operations of the Assessor's Office.

Use of the credit card is limited to approved expenses such as office supplies, authorized travel costs, training registrations, and other pre-approved business-related purchases. Personal use of the credit card is strictly prohibited under any circumstances.

All purchases must be supported by original, itemized receipts and submitted promptly in accordance with established accounting procedures. The cardholder is responsible for ensuring that all charges are accurate and properly documented. Any discrepancies must be reported immediately.

Prior approval from the Assessor is required for all expenditures. Failure to comply with this policy may result in revocation of credit card privileges and/or disciplinary action.

Performance Management

Job Objectives

Following hire, job change, or promotion, employees will be informed of the essential duties, responsibilities, and performance expectations of their position. These expectations provide the basis for evaluating job performance and may be updated as duties or operational needs change.

Performance Evaluations

After completion of the introductory period, each employee will receive a written performance evaluation on an annual basis, unless additional evaluations are warranted due to performance concerns, changes in job responsibilities, or operational needs.

Performance evaluations are conducted by the Assessor and discussed with the employee. The employee will acknowledge receipt of the evaluation by signature, and a copy will be maintained in the employee's personnel file.

Evaluations are merit-based and consider factors including, but not limited to:

- Accuracy, quality, and quantity of work
- Job knowledge and effectiveness
- Attendance, reliability, and dependability
- Cooperation, professionalism, and conduct
- Compliance with Township and departmental policies
- Overall contribution to the Edwardsville Township Assessor's Office

Performance evaluations are intended to provide constructive feedback, recognize satisfactory performance, and identify opportunities for improvement.

Salary Reviews

Salary reviews are generally conducted alongside annual performance evaluations and consider individual contributions, budget, and placement within the approved salary range. While increases are not automatic, they may reflect strong performance, reliability, a positive attitude, and adherence to Township policies. Promotions may include salary adjustments appropriate for the new role. All changes are subject to budget approval and are not guaranteed.

Separation of Employment

Dismissal

The Township believes all employees are valuable and that the dismissal of an employee is a serious matter for both the employee and the Township Assessor Office. Separation of employment refers to the end of the employment relationship between an employee and Edwardsville Township Assessor Office, whether initiated by the employee or the Township Assessor. The following outlines the key procedures and policies regarding separation:

Types of Separation

Voluntary Resignation:

Employees are encouraged to provide written notice of resignation at least two weeks in advance. An exit interview may be conducted when possible.

Involuntary Termination:

Employment may be terminated in accordance with the at-will employment policy and applicable law.

Retirement:

Employees planning to retire should notify the Assessor as early as possible to facilitate transition and benefits processing.

Layoff or Reduction in Force:

In the event of a layoff, affected employees will be notified as soon as practicable and provided with information regarding benefits and reemployment rights, as applicable.

Final Pay and Benefits

- Final pay, including payment for any unused accrued vacation leave (if eligible), will be processed in accordance with federal, state, and local wage laws.
- Employees will receive information regarding continuation of benefits, such as COBRA or retirement plan options, if applicable.

Return of Township Property

- All Township Assessor property, including keys, identification badges, equipment, documents, and electronic devices, must be returned on or before the last day of employment.
- Failure to return Township Assessor property may result in deductions from final pay, as permitted by law.

Exit Procedures

Employees may be offered to participate in an exit interview to provide feedback on their employment experience. Access to Township Assessor systems and facilities will be terminated upon separation.

Rehire Eligibility

Eligibility for rehire will be determined based on the circumstances of separation and the employee's overall work record.

At-Will Employment

Nothing in this section alters the at-will nature of employment. Either the employee or the Assessor may terminate the employment relationship at any time, with or without cause or notice, unless otherwise prohibited by law.

Important Notices

Policies, Benefits, and Handbook Updates

Policies, procedures, benefits, and standards described in this handbook may be updated, modified, or discontinued at any time at the discretion of Edwardsville Township, subject to applicable law. This handbook is intended as a general guide and does not create a contract of employment or guarantee employment for any specific duration.

At-Will Employment

Employment with Edwardsville Township is at will. Either the employee or the Township may terminate the employment relationship at any time, with or without cause or notice, unless otherwise prohibited by law. No supervisor, employee, or Township representative can change the at-will employment relationship except through a written agreement approved by the Township.

No Guarantee of Benefits or Policies

The inclusion of any policy, benefit, or practice in this handbook does not create an entitlement, vested right, or guarantee of continued availability. Benefits and policies are administered in accordance with Township policy and applicable law.

Employee Responsibility

Employees are responsible for reading, understanding, and complying with the policies contained in this handbook and for keeping informed of updates or changes communicated by the Township.

Acknowledgment Form

This Employee Handbook has been prepared to provide employees of the Edwardsville Township Assessor's Office with information regarding workplace policies, procedures, expectations, and general employment practices. Employees are encouraged to read this handbook carefully and become familiar with its contents.

Upon receipt of this handbook, please sign the acknowledgment below and return it to the designated personnel representative by the specified due date. A copy of this acknowledgment may be retained for your personal records.

I, _____, acknowledge that I have received a copy of the Edwardsville Township Assessor's Office Employee Handbook. I understand that this handbook outlines general policies, procedures, benefits, expectations, and standards applicable to my employment, as well as my responsibilities as an employee of the Edwardsville Township Assessor's Office.

I acknowledge that I have reviewed the handbook and understand that I am responsible for complying with the policies and guidelines contained therein. I understand that this handbook is intended as a general guide and does not address every situation that may arise during my employment.

I further understand that this handbook does not constitute a contract of employment, either express or implied, and does not guarantee employment for any specific duration. I acknowledge that my employment with Edwardsville Township is at will, meaning that either the Township or I may terminate the employment relationship at any time, with or without cause or notice, in accordance with applicable law.

Employee Signature:

Printed Name:

Date:



LINDA A. ANDREAS

COUNTY CLERK
MADISON COUNTY

Edw. Imp - Road/Bridge

HAS FILED THE FOLLOWING DOCUMENT(S):

- ☒ BUDGET/APPROPRIATION ORDINANCE (35 ILCS 200/18-50)
- ☒ CERTIFICATION OF BUDGET/APPROPRIATION ORDINANCE
- ☒ ESTIMATE OF ANTICIPATED REVENUES (35 ILCS 200/18-50)
- ☐ TAX LEVY ORDINANCE (35 ILCS 200/18-15)
- ☐ CERTIFICATION OF TAX LEVY
- ☐ CERTIFICATION OF TRUTH-IN-TAXATION COMPLIANCE
(35 ILCS 200/18-55 THRU 18-90)

--IF APPLICABLE--

FILED
APR 23 2026

LINDA A. ANDREAS
MADISON COUNTY CLERK

- ☐ ANNUAL FINANCIAL REPORT (50 ILCS 310/6)
(Fulfills fiscal accountability report card requirement)
- ☐ AUDIT REPORT (60 ILCS 5/13-5) (50 ILCS 310/3)
- ☐ TREASURER'S REPORT (30 ILCS 15/1)
- ☐ _____

IN THIS OFFICE ON

April 23, 2026

Linda A. Andreas
COUNTY CLERK
Vanessa Jones
DEPUTY

FILED

APR 23 2026

ROAD & BRIDGE ORDINANCE NO. 2026-001

**A BUDGET & APPROPRIATIONS ORDINANCE FOR
EDWARDSVILLE TOWNSHIP ROAD AND BRIDGE DISTRICT**

LINDA A. ANDREAS
MADISON COUNTY CLERK

An ordinance appropriating for all road purposes for Edwardsville Township Road and Bridge District, Madison County, Illinois, for the fiscal year beginning April 1, 2026 and ending March 31, 2027.

NOW, THEREFORE, BE IT ORDAINED by the Township Board of Edwardsville, Madison County, Illinois as follows:

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of Edwardsville Township Road and Bridge District, be and the same are hereby appropriated for the road purposes of Edwardsville Township Road and Bridge District, Madison County, Illinois, as hereinafter specified for the fiscal year beginning April 1, 2026 and ending March 31, 2027.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds:

General Road Fund
Illinois Municipal Retirement Fund
Social Security Fund
Permanent Road Fund

SECTION 3: That the amount appropriated for road purposes for the fiscal year beginning April 1, 2026 and ending March 31, 2027 by fund shall be as follows:

General Road Fund	\$299,895.00
Illinois Municipal Retirement Fund	\$25,000.00
Social Security Fund	\$25,000.00
Permanent Road Fund	\$3,252,580.00
TOTAL APPROPRIATIONS	\$3,602,475.00

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriations in the amount of \$3,602,475.00 dollars for the fiscal year beginning April 1, 2026 and ending March 31, 2027.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of this Township Road District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriations Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 21ST DAY OF APRIL 2026 PURSUANT TO A ROLL CALL VOTE.

BOARD OF TRUSTEES

AYE

NAY

ABSENT



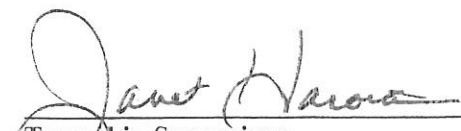



	_____	_____
	_____	_____
	_____	_____
	_____	_____

ATTEST:

APPROVED:


Township Clerk


Township Supervisor

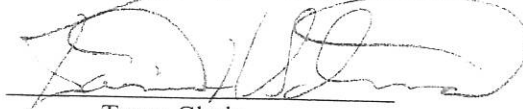
CERTIFICATION OF BUDGET & APPROPRIATIONS ORDINANCE

EDWARDSVILLE TOWNSHIP ROAD AND BRIDGE DISTRICT

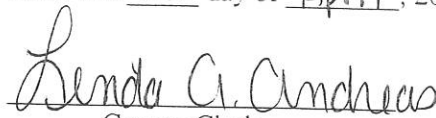
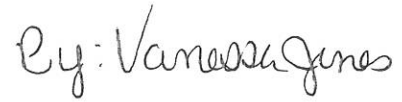
The undersigned, duly elected, qualified and acting Clerk, of Edwardsville Township, Madison County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriations Ordinance of said Road District for the fiscal year beginning April 1, 2026 and ending March 31, 2027, as adopted this 21st day of April, 2026.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Edwardsville Township Road and Bridge District, Madison County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriations Ordinance.

Dated this 21st day of April 2026


Town Clerk

Filed this 23 day of April, 2026

 By: 
County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE
EDWARDSVILLE TOWNSHIP ROAD AND BRIDGE DISTRICT

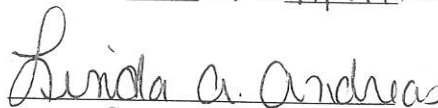
The undersigned, Supervisor, Chief Fiscal Officer, of Edwardsville Township, Madison County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Edwardsville Township Road and Bridge District, Madison County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriations Ordinance.

Dated this 21st day of April 2026


Chief Fiscal Officer

Filed this 23 day of April, 2026

 By: 
County Clerk

GENERAL ROAD FUND 2026

ADMINISTRATION/PERSONNEL

Salaries	\$	52,895.00
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CONTRACTUAL SERVICES

Bookkeeping Services	\$	1,500.00
Legal Services	\$	6,000.00
Telephone	\$	5,000.00
Publishing/Printing	\$	2,000.00
Travel Expenses	\$	2,500.00
Training	\$	2,000.00
Audit	\$	9,500.00
Dues	\$	600.00
Fees & Services	\$	500.00

COMMODITIES

Office Supplies	\$	3,500.00
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OTHER EXPENDITURES

Replacement Tax-EDW	\$	12,000.00
Replacement Tax- GC	\$	2,000.00
Miscellaneous Expenses	\$	900.00

TOTAL ADMINISTRATION	\$	100,895.00
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MAINTENANCE

General Insurance	\$	17,500.00
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CONTRACTUAL SERVICES

Utilities	\$	8,000.00
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CAPITAL OUTLAY

Building	\$	40,000.00
Purchase New Equipment	\$	3,500.00
Capital Improvement	\$	125,000.00

TOTAL MAINTENANCE	\$	194,000.00
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Contingencies	\$	5,000.00
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TOTAL	\$	299,895.00
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GENERAL ROAD FUND 2026

REVENUES

Property Tax	\$	80,400.00
Replacement Tax	\$	37,500.00
Interest From Other Funds	\$	125,000.00
Miscellaneous Income	\$	100.00
Total Revenue	\$	243,000.00

EXPENDITURES

Administration	\$	100,895.00
Maintenance	\$	194,000.00
Total Expenditures	\$	294,895.00

Contingencies	\$	5,000.00
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TOTAL APPROPRIATIONS	\$	299,895.00
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IMRF ROAD FUND 2026

REVENUES

Property Tax	\$	5,000.00
Interest Income	\$	10.00

Total Revenue	\$	5,010.00
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EXPENDITURES

Retirement Contributions	\$	24,000.00
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Contingencies	\$	1,000.00
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TOTAL APPROPRIATIONS	\$	25,000.00
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SOCIAL SECURITY ROAD FUND 2026

REVENUES

Property Tax	\$	5,000.00
Interest Income	\$	10.00

Total Revenue	\$	5,010.00
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EXPENDITURES

Retirement Contributions	\$	24,000.00
Contingencies	\$	1,000.00

TOTAL APPROPRIATIONS	\$	25,000.00
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PERMANENT ROAD FUND 2026**ADMINISTRATION**

Miscellaneous	\$	500.00
Mosquito Abatement	\$	1,500.00

PERSONNEL

Salaries	\$	315,280.00
Employment Screenings	\$	2,000.00
Health Insurance	\$	55,000.00
Unemployment Insurance	\$	1,500.00
Uniforms	\$	2,000.00
Work Comp Insurance	\$	17,000.00

TOTAL ADMINISTRATION	\$	394,780.00
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MAINTENANCE**CONTRACTUAL SERVICES**

Engineering Services	\$	2,450,000.00
License & Inspections	\$	800.00
Nite Lites (Ameren)	\$	10,000.00
Rental Equipment	\$	10,000.00
Storm & Tree Services	\$	25,000.00
Storm Water	\$	15,000.00
Towing	\$	1,500.00
Waste Management	\$	6,000.00

COMMODITIES

Culvert & Bands	\$	5,000.00
Easements	\$	60,000.00
Fuel	\$	25,000.00
Maintenance Service (Rock/Slag)	\$	30,000.00
Maintenance Supplies (Ice Melt)	\$	15,000.00
Road Oil	\$	45,000.00
Signs & Post	\$	4,500.00

EQUIPMENT

Purchase of Equipment	\$	100,000.00
Repair of Machinery	\$	40,000.00
TOTAL MAINTENANCE	\$	2,842,800.00

Contingencies	\$	15,000.00
TOTAL	\$	3,252,580.00

PERMANENT ROAD FUND 2026

REVENUES

Property Tax	\$	1,104,000.00
Interest Income	\$	20,000.00
Miscellaneous	\$	100.00
Total Revenue	\$	1,124,100.00

EXPENDITURES

Administration	\$	394,780.00
Maintenance	\$	2,842,800.00
Total Expenditures	\$	3,237,580.00
Contingencies	\$	15,000.00
TOTAL APPROPRIATIONS	\$	3,252,580.00

R&B RESOLUTION NO. 2026-R03

**A RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS
FOR THE PERMANENT ROAD FUND**

WHEREAS, there was adopted on the 15th Day of April 2025 by the Board of Trustees of Edwardsville Township, Madison County, Illinois a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2025 and ending March 31, 2026, and

WHEREAS, it now appears that certain adjustments between appropriated line items in the Permanent Road Fund in said ordinance are desirable and necessary; and

WHEREAS, Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between the various line items within any fund in such Appropriation Ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Edwardsville, Madison County, Illinois as follows:

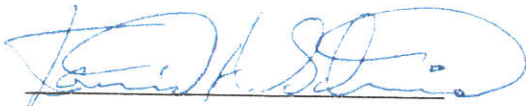
SECTION 1: That there is hereby transferred from the unexpended balance of the line item **Contingencies** in the **Permanent Road Fund Five Thousand Dollars and Zero Cents (\$5,000)** which transferred sum is hereby added to the like item **Wages-Maintenance** in the same fund, make the adjusted appropriation for the first line item aforesaid **Ten Thousand Dollars and Zero Cents (\$10,000)** and the second line item aforesaid **One Hundred Ninety One Thousand Dollars and Zero Cents (\$191,000)**

Motion was made by Trustee Behrman, seconded by Trustee Cochran that the resolution be adopted and approved by five (5) Ayes and Zero (0) Nays.

PASSED BY THE TOWNSHIP BOARD OF EDWARDSVILLE TOWNSHIP, MADISON COUNTY, ILLINOIS, IN REGULAR AND PUBLIC SESSION 21ST DAY OF APRIL 2026.

ATTEST:

APPROVED:



Township Clerk



Township Supervisor