

**PALOS TOWNSHIP
BILL AUDIT MEETING
10802 S. ROBERTS ROAD PALOS HILLS, IL 60465**

OCTOBER 27, 2016

1. Call to Order and Roll Call

The Bill Audit Meeting of the Palos Township Board was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills at 6:32 P.M. Roll call was taken by the Clerk of the Township, Jane Nolan. Present were Trustees Brannigan, Jeanes, Riley, and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

Absent: None.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Supervisor Schumann.

3. Disposition of Minutes from Previous Meeting

a. Approval of Minutes - Bill Audit Meeting September 22, 2016

Trustee Woods moved to approve the minutes of the September 22, 2016, Bill Audit Meeting. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley, and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

4. Special Presentations/Communications

There were no special presentations or communications.

5. Citizens Wishing to Address the Board

There were no citizens wishing to address the Board.

6. Reports of Officials

a. Supervisor Schumann

Supervisor Schumann stated that she had no report.

b. Clerk

1. 2015-2016 Audit Posted FYI

Clerk Nolan stated that she did post the 2015-2016 Township Audit Report.

7. Attorney's Report

a. Discussion/Approval of Ordinance 2016-04 "AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION OF THE ELECTED OFFICIERS OF THE TOWNSHIP OF PALOS FOR THE TERM COMMENCING FOLOWING THE CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017."

Trustee Woods moved to accept Ordinance 2016-04 "AN ORDINANCE ESTABLISHING SALARIES AND COMPENSATION OF THE ELECTED OFFICIALS OF THE TOWNSHIP OF PALOS FOR THE TERM COMMENCING FOLLOWING THE CONSOLIDATED ELECTION TO BE HELD ON APRIL 4, 2017." **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

8. Reports of Standing Committees

a. Finance and Administration- Trustee Woods

1. Audit and Approval of Town Fund Warrants for November 1, 2016

Trustee Woods moved to approve the audit of the Town

Fund Warrants for November 1, 2016. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

2. Audit and Approval of General Assistance Warrants for November 1, 2016

Supervisor Schumann moved to approve the audit of the General Assistance Warrants for November 1, 2016.

Trustee Woods seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

3. Quarterly Finance Report - July through September 2016

Trustee Woods stated that the Quarterly Report has been filed with the office of the Cook County Clerk. The report covers the first six months of the fiscal year. It includes a complete list of check totals for the year. The report is available for all Board Members.

b. Policy and Personnel - Supervisor Schumann

Supervisor Schumann stated that Health Service Director Jenette Leedy will retire in December. This will facilitate a personnel change.

c. Technology, Information and Automation - Trustee Riley

Trustee Riley stated that he had no updates concerning technology.

There was an extended discussion concerning website re-design and upgrading. The company which may do the re-design is Civic Plus. The cost is \$19,722.00 for the initial year of the new website which includes all of the engineering. The company will come on site to train officials and the employees. There are several neighboring townships which

also use this company for their website.

d. Buildings and Grounds - Trustee Jeanes

1. Discussion/Approval of Proposal for Replacement Landscape

Trustee Jeanes reported that she has secured a bid from Beary Landscaping, Inc. to replace the landscaping at the Palos Township entrance. The price will be \$2,811.18.

Supervisor Schumann moved to approve the bid from Beary Landscaping, Inc. at the Palos Township entrance in the amount of \$2,811.18. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann, Nays: None. Motion carried 5-0.

e. Public Services and Health - Trustee Brannigan

Trustee Brannigan reported that Jenette Leedy is busy working with the Health Service staff as she informs them of the many aspects of her position.

9. Unfinished Business

There was no unfinished business.

10. New Business

Trustee Brannigan discussed the possible addition to the township building. It was stated that the township architect needs to be called. She also reported that the Health Service needs a

new podiatry chair and a podiatry room. Also, a vacuum with a grinder is needed. She feels the Board needs to move at a quicker pace on this project.

There was a discussion concerning the type of addition needed and what might actually be in this space. Would it possibly be just

storage? **Trustee Jeanes** will do some investigation, so that answers can be had and this can move forward.

Trustee Woods will meet with Congressman Lipinski concerning a possible grant for the new addition.

Trustee Brannigan reported that she received an e-mail from Terri Paggi, an investment specialist with the Securities and Exchange Commission. He would like to do a presentation for Senior Citizens on Investment Fraud Awareness at the Township. She will schedule this in the near future on a Tuesday or Wednesday. More information will be available soon.

11. Executive Session

There was no Executive Session.

12. Adjournment

Trustee Woods moved to adjourn the meeting at 7:10 P.M. **Trustee Jeanes** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township