

**PALOS TOWNSHIP
MEETING OF THE TOWNSHIP BOARD
10802 S. ROBERTS ROAD PALOS HILLS, IL. 60465**

FEBRUARY 25TH, 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 6:30 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.

2. Pledge of Allegiance

3. Disposition of Minutes from Previous Meetings

a. Approval of Minutes - January 28th, 2016

Trustee Woods moved to approve the minutes of the January 28th, 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/Communications

There were no special presentations or communications

5. Citizens Wishing to Address the Board

Treasurer Ken Nolan, City of Palos Hills, addressed the Board, and invited them to attend the Southwest Council of Mayors Municipal Expo on March 5th, 2016, at the Belvedere Chateau in Palos Hills. He passed out invitations to the Board members.

6. Reports of Officials

a. Supervisor

Supervisor Schumann stated that she had no report.

b. Clerk

1. Advertising in the City of Palos Hills Newsletter

Clerk Nolan informed the Board that she did speak to Kristin Violante at Palos Hills Community Center. Kristin informed her that the township would be able to have a different presentation in each of the three issues of the newsletter -- one for each issue. The first one is due to Kristin by March 15th, 2016. Trustee Woods will do a mock-up as to what will be on the first presentation, and send it to the officials for their input.

2. TOI Topics Day Reminder FYI

Clerk Nolan reminded the Board members and the other officials that if they plan to attend the TOI Topics Day in April they need to notify her as soon as possible. She reiterated the importance of attendance at this event. This is an FYI for the Board.

3. Worth Days Parade FYI

Clerk Nolan reported that she has completed and sent an application for attendance and one car for the August Worth Days Parade. This is an FYI for the Board.

7. Attorney's Report

Attorney Peck stated that he had no report. He invited the Board and officials to a St. Patrick's Day Parade in Countryside, Illinois, on March 5th, 2016. The parade will take place in the afternoon. Anyone interested should speak with Attorney Peck concerning further details.

8. Reports of Standing Committees

a. Finance and Administration - Trustee Woods

1. Audit and Approval of Town Fund Bills

Supervisor Schumann moved to approve the audit of the Town Fund bills. **Trustee Riley** 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 Bills

Trustee Woods moved to approve the audit of the General Assistance Fund bills. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

Trustee Woods stated that the tentative budget will be ready soon. He is working on the conversion of the accounts which is taking some time. It should be ready for discussion by the Board in April.

b. Policy and Personnel - Supervisor Schumann

a. Contract Services of Dr. Halek

Supervisor Schumann informed the Board that Dr. Halek's

contract was ready for approval and his signature. She explained what the details of the contract included. Attorney Peck explained that Dr. Halek is an independent contractor who holds his own license and insurance, and is not an employee of the township. The township has only one other independent contractor.

c. Technology, Information Automation - Trustee Riley

Trustee Riley stated that the new computers are here. The Deputy Assessor needs Windows 10 software. This is to be ordered. **GTSAC** will be at the General Meeting to discuss the new cable wiring system.

d. Buildings and Grounds - Trustee Jeanes

Trustee Jeanes reported that she has received a price for motion lights around the building. The company is DNC Enterprises, Inc., and the price was \$560.00 She will also check on a price for LED motion lights. She also has a person coming to the township to look at the doors for wheelchair handicap access.

e. Public Services and Health - Trustee Brannigan

Trustee Brannigan stated that Dr. Halek's first day is March 2, 2016, and any official can come to the township to meet him if they so wish. She reported that everything else is going well.

9. Unfinished Business

There was no unfinished business at this time.

10. New Business

Clerk Nolan discussed a possible meeting change with the Board for August, 2016. She would like to attend a seminar in Springfield concerning the upcoming elections.

11. Executive Session

12. Adjournment

Trustee Woods moved to adjourn the meeting at 7:06 P.M. **Trustee Riley** seconded the motion. The motion was carried unanimously. Meeting adjourned.

Jane A. Nolan
Clerk, Palos Township