

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

**OCTOBER 13, 2016**

**1. Call to Order**

The General 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.

**2. Roll Call**

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.

**3. Pledge of Allegiance**

**Supervisor Schumann** led the assembly in the Pledge of Allegiance.

**4. Approval of Prior Meeting Minutes**

**a. Approval of Minutes - General Meeting September 8, 2016**

**Trustee Woods** moved to approve the minutes of the September 8, 2016, General 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.

**5. Citizens Wishing to Address the Board**

There were no citizens wishing to address the Board.

## **6. Special Presentations/ Communications**

There were no special presentations or communications.

## **7. Reports of Officials**

### **a. Supervisor/ Treasurer**

**Supervisor Schumann** stated that the final filing for the audit has been completed.

### **b. Clerk**

#### **1. Current Press Releases**

**Clerk Nolan** stated that she had no press releases.

**Supervisor Schumann** reported that the Health Service did have one press release.

#### **2. Clerk's Division Meeting Notes**

**Clerk Nolan** stated that there will be voter registration in every precinct this election. The pay for Election Judges has been raised from \$175.00 to \$190.00. She also stated that 7,000 voter registrations in Cook County have been hacked. Cook County stated that this was their fault, and they are remedying it. There were some problems with mail voting concerning Jesse White. Seniors who receive a mail ballot from Jesse White, and have already submitted one should follow the directions on the letter they receive.

#### **3. Illinois Township Management Academy FYI**

**Clerk Nolan** reminded the Board of the dates for the Illinois Management Academy which is happening soon. ( details can be found in prior minutes.)

#### **4. Palos Hills Newsletter Discussion**

**Clerk Nolan** reminded the Board that the final submission is due soon. **Trustee Woods** completed the submission, and presented it to the Board for their approval.

#### **8. Attorney's Report**

**Attorney Peck** stated that he had no report, but he will have the travel expense resolution prepared for the next Board Meeting.

#### **9. Reports of Standing Committees**

##### **a. Finance and Administration - Trustee Woods**

**Trustee Woods** stated the budget planning for 2017 will be happening soon. All Board members received a packet concerning their committee for budget purposes. The budget is broken out per committee. He stated that the Quarterly Report will be ready for the next meeting, and it looks good.

##### **b. Policy and Personnel - Supervisor Schumann**

**Supervisor Schumann** stated that there was no report.

##### **c. Technology, Animation and Information - Trustee Riley**

**Trustee Riley** stated that he had no report.

**Trustee Woods** discussed the necessity for an IT Company to improve our current website. It is time for that to happen. There are two companies that other townships such as Worth and Hanover have used. The set-up charge for one of the IT companies will be \$19,000, and the set-up charge for the second IT company will be \$25,000. The second year the average charge is about \$4,500.00. If the Board chooses to do this there is a new agenda system with one of the companies, so the yearly payment to Agenda Pal will cease to exist.

The township has 1,243 followers on our face book page at this time. If we have more followers on Face book it will indicate that there is a greater interest in township activities and happenings, and this will be a reason to improve our website and IT service.

**d. Buildings and Grounds - Trustee Jeanes**

**Trustee Jeanes** reported that she has an estimate for the township hall cabinets. The company who will do the project is Quality Custom Cabinetry. The price which includes tax, delivery, and installation is \$7,961.00. This price is \$500.00 less than the original quotation. The deposit for the work to be done is \$2,000. These cabinets will house all the tables and chairs in the town hall, and also all the food from the food pantry. These cabinets are built to last.

**Trustee Jeanes** moved to approve the estimate from Quality Custom Cabinetry for the Township meeting room at the price of \$7,961.00 including a certificate of insurance from Quality Custom Cabinetry. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

**e. Public Service and Health - Trustee Brannigan**

**Trustee Brannigan** reported that the Health Service Collection for this month is \$3,455.00, and the collection for the cholesterol screening was \$185.00 Many latecomers for physicals are keeping the Health Service busy.

**10. Unfinished Business**

**Supervisor Schumann** informed the Board that the annual PLOWS Council on Aging Luncheon will take place on Friday, October 28, 2016. at Orland Chateau. It will begin at 11:30 A.M. Supervisor Schumann inquired as to which Board Members will attend. The Township supports Plows by buying a table each year, and also placing an ad in their annual ad book.

## **11. New Business**

There was no new business.

## **12. Executive Session**

There was no Executive Session.

## **13. Adjournment**

**Trustee Woods** moved to adjourn the meeting at 7:20 P.M. **Trustee Brannigan** seconded the motion. The motion passed unanimously. Meeting adjourned.

**Jane A. Nolan**  
**Clerk**  
**Palos Township**