



IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS NOTICE IS GIVEN HEREBY THAT THE NEXT REGULAR MEETING OF THE TOWN BOARD OF PALOS TOWNSHIP WILL BE HELD ON THE DATE SPECIFIED BELOW AT THE HOUR OF **6:30 P.M. AT 10802 SOUTH ROBERTS ROAD, PALOS HILLS, ILLINOIS**; DURING WHICH MEETING IT IS ANTICIPATED THERE WILL BE DISCUSSION AND CONSIDERATION OF AND, IF SO DETERMINED, ACTION UPON THE MATTERS CONTAINED IN THE FOLLOWING AGENDA

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

November 10, 2016 - 6:30 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Prior Meeting's Minutes
 - a. Approval of Minutes - October 13, 2016 General Meeting
5. Citizens wishing to address the Board
6. Special Presentations / Communications (If Any)
7. Reports of Officials
 - a. Supervisor/Treasurer
 - b. Clerk
 1. Current Press Releases
 2. Palos Hills Health Fair - Saturday, April 22, 2017
 3. TOI Educational Conference November 13-15, 2016 FYI
 4. Thanksgiving Distribution Monday, November 21, 2016 FYI
8. Attorney's Report
9. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Financial Matters
 - b. Policy and Personnel - Supervisor Schumann

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at clerk@palostownship.org

- c. Technology, Automation and Information - Trustee Riley
- d. Buildings and Grounds - Trustee Jeanes
- e. Public Services and Health - Trustee Brannigan

1. Health Service Report - October 2016

- 10. Unfinished Business
- 11. New Business
- 12. Executive Session (If determined necessary)
- 13. Adjournment

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Backup material for agenda item:

- a. Approval of Minutes - October 13, 2016 General Meeting

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**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

Backup material for agenda item:

1. Health Service Report - October 2016

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		Physical		Sick Visit		Immunization		TB Test		Other Shots		FBS		PG		Strep Screen		
10/16/16	Res	0	\$ -	0	\$ -	0	\$ -	0	\$ -		\$ -	0	\$ -		\$ -		\$ -	\$ -
	Non	0	\$ -		\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/17/16	Res	2	\$ 50	1	\$ 20	10	\$ 100	1	\$ 10		\$ -	1	\$ 5		\$ -		\$ -	\$ 185
	Non	1	\$ 40		\$ -	5	\$ 100		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 140
10/18/16	Res	0	\$ -	1	\$ 20	0	\$ -	3	\$ 30		\$ -		\$ -		\$ -		\$ -	\$ 50
	Non		\$ -	0	\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/19/16	Res	0	\$ -	0	\$ -	3	\$ 30	0	\$ -		\$ -	0	\$ -		\$ -		\$ -	\$ 30
	Non	0	\$ -		\$ -	4	\$ 80		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 80
10/20/16	Res	3	\$ 75	1	\$ 20	5	\$ 50	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ 145
	Non	1	\$ 40		\$ -	5	\$ 100		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 140
10/21/16	Res	1	\$ 25	1	\$ 20	5	\$ 50	1	\$ 10		\$ -	1	\$ 5		\$ -		\$ -	\$ 110
	Non	1	\$ 40		\$ -	5	\$ 100		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 140
10/22/16	Res	0	\$ -	0	\$ -	0	\$ -	0	\$ -		\$ -		\$ -		\$ -	0	\$ -	\$ -
	Non		\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/23/16	Res	0	\$ -	0	\$ -	0	\$ -	0	\$ -		\$ -	0	\$ -		\$ -		\$ -	\$ -
	Non		\$ -		\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/24/16	Res	1	\$ 25	0	\$ -	3	\$ 30	1	\$ 10		\$ -		\$ -		\$ -		\$ -	\$ 65
	Non	0	\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/25/16	Res	0	\$ -	0	\$ -	2	\$ 20		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 20
	Non		\$ -		\$ -	4	\$ 80		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 80
10/26/16	Res	0	\$ -	0	\$ -	1	\$ 10	0	\$ -		\$ -	0	\$ -		\$ -		\$ -	\$ 10
	Non	0	\$ -		\$ -	1	\$ 20		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 20
10/27/16	Res	0	\$ -	1	\$ 20	1	\$ 10	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ 30
	Non		\$ -		\$ -	1	\$ 20		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 20
10/28/16	Res	0	\$ -	0	\$ -	0	\$ -		\$ -		\$ -		\$ -	1	\$ 5		\$ -	\$ 5
	Non		\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/29/16	Res		\$ -		\$ -	0	\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
	Non		\$ -		\$ -	0	\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/30/16	Res	0	\$ -	0	\$ -	0	\$ -	0	\$ -		\$ -	0	\$ -		\$ -		\$ -	\$ -
	Non	0	\$ -	0	\$ -		\$ -	0	\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
10/31/16	Res	1	\$ 25	1	\$ 20	1	\$ 10	2	\$ 20		\$ -		\$ -		\$ -		\$ -	\$ 75
	Non		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
		21	\$ 570	12	\$ 240	117	\$ 1,620	20	\$ 230	0	\$ -	4	\$ 20	1	\$ 5	1	\$ 25	\$ 2,710
MONTHLY TOTAL \$																		2,710

CHOLESTEROL SUMMARY

2016

Month		Total Cholesterol		Cholestech		HA1C		Monthly Total	
		#	\$	#	\$	#	\$		
January	Res	2	\$ 30	2	\$ 80	1	\$ 15	\$ 125	\$ 125
	Non		\$ -		\$ -		\$ -	\$ -	
February	Res	1	\$ 15	2	\$ 80	3	\$ 45	\$ 140	\$ 140
	Non		\$ -		\$ -		\$ -	\$ -	
March	Res	2	\$ 30	1	\$ 40	1	\$ 15	\$ 85	\$ 105
	Non		\$ -		\$ -	1	\$ 20	\$ 20	
April	Res	2	\$ 30		\$ -	3	\$ 45	\$ 75	\$ 75
	Non		\$ -		\$ -		\$ -	\$ -	
May	Res	1	\$ 15	1	\$ 40	1	\$ 15	\$ 70	\$ 90
	Non		\$ -		\$ -	1	\$ 20	\$ 20	
June	Res	3	\$ 45	5	\$ 200	6	\$ 90	\$ 335	\$ 405
	Non		\$ -	1	\$ 50	1	\$ 20	\$ 70	
July	Res	1	\$ 15	5	\$ 200	2	\$ 30	\$ 245	\$ 245
	Non		\$ -		\$ -		\$ -	\$ -	
August	Res	2	\$ 30	1	\$ 40	1	\$ 15	\$ 85	\$ 85
	Non		\$ -		\$ -		\$ -	\$ -	
September	Res	2	\$ 30	3	\$ 120	1	\$ 15	\$ 165	\$ 185
	Non		\$ -		\$ -	1	\$ 20	\$ 20	
October	Res		\$ -	2	\$ 80	1	\$ 15	\$ 95	\$ 95
	Non		\$ -		\$ -		\$ -	\$ -	
November	Res		\$ -		\$ -		\$ -	\$ -	\$ -
	Non		\$ -		\$ -		\$ -	\$ -	
December	Res		\$ -		\$ -		\$ -	\$ -	\$ -
	Non		\$ -		\$ -		\$ -	\$ -	
Additional	Res		\$ -		\$ -		\$ -	\$ -	\$ -
	Non		\$ -		\$ -		\$ -	\$ -	
									\$ 1,550
TOTALS		16	\$ 240	23	\$ 930	24	\$ 380	\$ 1,550	