



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 **7:00 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
BILL AUDIT MEETING
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

July 24, 2017 - 7:00 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
 - a. Approval of Minutes of the Bill Audit Meeting - June 26, 2017
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 - b. Clerk
 1. Worth Days Parade
 2. Cook County Directory
6. Attorney's Report
7. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Audit and Approval of Town Fund Warrants
 2. Audit and Approval of General Assistance Bills
 - b. Policy and Personnel - Supervisor Schumann
 1. Set Salary of Health Service Assistant Jennifer Leedy
 2. Consideration of an Ordinance Amending Title 2, Chapter 3, Section 6 of the Palos Township Code regarding meetings

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, Information and Automation - Trustee Riley

d. Buildings and Grounds - Trustee Jeanes

e. Public Services and Health - Trustee Brannigan

1. Consideration of Agreement for Vet Tech Recycling Event

8. Unfinished Business

9. New Business

10. Citizens Wishing to Address the Board

11. Executive Session, If Needed

12. Adjournment

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Backup material for agenda item:

- a. Approval of Minutes of the Bill Audit Meeting - June 26, 2017

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

JUNE 26, 2017

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 7:00 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.

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Disposition of Minutes of Previous Meetings

a. Approval of 2017-2018 Budget Hearing Minutes.

Trustee Woods moved to approve the 2017-2018 Budget Hearing Minutes. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

b. Approval of Minutes of Bill Audit Meeting – May 25, 2017

Trustee Jeanes moved to approve the minutes of the May 25, 2017, 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.

Special Presentations/ Communications

There were no special presentations or communications.

Citizens Wishing to Address the Board

There were no citizens wishing to address the Board.

Reports of Standing Committees

a. Supervisor

Supervisor Schumann informed the Board that she is in the process of finding information pertaining to township business from her Administrative Assistant, Mary Wallenburg, who is on medical leave.

Supervisor Schumann stated that Mary will not be returning to her township position for several months, and when she does it could be part time.

Supervisor Schumann recently hired Samantha Goerg , a graduate of Moraine Valley Community College, with an Associate's Degree in Business Management. Presently, she is a part time employee, proficient in Word and many other computer processes. Samantha will be meeting with Trustee Woods to receive direction concerning Quick Books soon.

b. Clerk

1. Democracy Update June 2, 2017 Clerk David Orr

Clerk Nolan informed the Board that some of the topics in this Democracy Update were Automatic Voter Registration Update, City Club of Chicago, where he spoke on June 6, 2017, regarding threats to our democracy and more. Also included in the update were Birth Certificates Free of Charge to Those in Need, Take 5, on online interactive video series, SEI Filings (these are statements of Economic Interest which were submitted by over 20,000 local public officials for

the April election), and some comments on the April 4, 2017, Post-Election Report which will be available soon.

2. Current Press Releases

Clerk Nolan sent out four press releases concerning the unincorporated stickers for the residents of Palos Park. The date for the unincorporated stickers to be on all vehicles for 2017 has been extended to July 5, 2017, at midnight. She also informed the Board that she will be available from 4:30 P.M. to 6:30 P.M. on June 28 and 30 for sticker sales to these residents.

Attorney's Report

a. Approval of Prevailing Wage Ordinance

Attorney Peck informed the Board that the Prevailing Wage Draft is before them for adoption. State law requires passage of a prevailing wage ordinance or resolution for public work projects to ensure that the township is paying a minimum amount to those workers. On June 5, 2017, the state gave the new prevailing wages. It has been two years since the prevailing wage rates were given out by the state due to lack of funds. Attorney Peck prefers to put the Prevailing Wage document into a resolution.

Trustee Woods moved to adopt RESOLUTION 2017-R-04 A RESOLUTION OF PALOS TOWNSHIP – COOK COUNTY, ILLINOIS ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID TOWNSHIP. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays. None. Motion carried 5-0.

There was a question concerning township involvement in a lawsuit. Supervisor Schumann informed the Board that Re: Roger Grabinski, et al v. Cook County, et al, Case No. 2017-002287 the Plaintiffs have voluntarily dismissed Palos Township

in the matter. The township insurance company hired an attorney who filed a motion to dismiss.

Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Warrants

Trustee Woods moved to approve the audit of the Town 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.

2. Audit and Approval of General Assistance Bills

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

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann reported that she had no other personnel issues. She discussed the position of the temporary hire during her officials report.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley stated that he had no updates.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes thanked **Highway Commissioner Adams** for the planting of the new bushes at the township, and the necessary correction of the drain.

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan stated that she sent out an e-mail blast concern the upcoming Health Fair. She is hoping for a good turnout at the 2017 Health Fair.

Trustee Brannigan secured a date for the township recycling event. It will be held on July 29, 2017, at Moraine Valley Community College In Parking Lot D. It is sponsored by the Keeling Family Foundation VET TECH.US

Trustee Brannigan will do an e-mail blast and a press release for the event. The contract for this event will be approved at the next township Board meeting.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Executive Session

There was no Executive Session

Adjournment

Trustee Woods moved to adjourn the meeting at 7:24 P.M. **Trustee Brannigan** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township

Backup material for agenda item:

2. Consideration of an Ordinance Amending Title 2, Chapter 3, Section 6 of the Palos Township Code regarding meetings

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**THE TOWNSHIP OF PALOS
COOK COUNTY, ILLINOIS**

**ORDINANCE
NUMBER 2017-O-02**

**AN ORDINANCE AMENDING TITLE 2, CHAPTER 3 SECTION 6 OF THE PALOS
TOWNSHIP CODE ESTABLISHING MEETING DATES AND TIMES.**

**COLLEEN GRANT SCHUMANN, Supervisor
JANE NOLAN, Clerk**

**SHARON M. BRANNIGAN
PAMELA JEANES
R. CHRIS RILEY
BRENT WOODS**

TRUSTEES

Published in pamphlet form by authority of the President and Board of Trustees of Village of Willow Springs on 7-20-16
TRESSLER, LLP. - Village Attorneys - 233 South Wacker - Chicago, Illinois 60606

ORDINANCE NO. 2017-O-2

AN ORDINANCE AMENDING TITLE 2, CHAPTER 3 SECTION 6 OF THE PALOS TOWNSHIP CODE ESTABLISHING MEETING DATES AND TIMES.

BE IT ORDAINED by the Board of Trustees of the Village of Township of Palos, Cook County, Illinois, as follows:

SECTION 1: SECTION AMENDED. Title 2 (ADMINISTRATION), Chapter 3 (TOWNSHIP BOARD), Section 6 (MEETINGS OF THE BOARD) of the Palos Township Code is hereby amended as follows (additions underlined and deleted language noted with strikethrough text):

[...]

B. Meetings shall be held as follows:

1. ~~General Meetings: General meetings of the township board shall be held at the township hall on the second Thursday of each month at six thirty o'clock (6:30) P.M. If the general meeting day falls on a township recognized holiday, on which the township hall is closed, the meeting shall be held on a day that is set by the township board.~~
General Meetings, Bill Audit Meetings and Road and Bridge Meetings shall be held in accordance with a resolution of meetings adopted annually by the Township Board.

2. ~~Bill Audit Meetings: Bill audit meetings of the township board shall be held at the township hall on the fourth Thursday of each month at six thirty o'clock (6:30) P.M. If the bill audit meeting day falls on a township recognized holiday, on which the township hall is closed, the meeting shall be held on a day that is set by the township board.~~

3. ~~Road and Bridge Meetings: Road and bridge meetings of the township board shall be held at the township hall on the fourth Thursday of each month at seven o'clock (7:00) P.M. If the road and bridge meeting day falls on a township recognized holiday, on which the township hall is closed, the meeting shall be held on a day that is~~

~~set by the township board. post the notice and shall effectuate actual or constructive notice of the special meeting to the Township Board and news media by an appropriate method.~~

42. Special Meetings: Special meetings of the township board may be called by the Supervisor or any two (2) Trustees. The call shall be in writing, include an agenda and shall be delivered to the Township Clerk's office. The Township Clerk shall post the notice and shall effectuate actual or constructive notice of the special meeting to the Township Board and news media by an appropriate method.

[...]

SECTION 2: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its adoption and publication in pamphlet form, in accordance with law, and the provisions of the Palos Township Code amended herein shall be reprinted with the changes.

ORDINANCE 2017-O-02 ADOPTED by the Board of Trustees of the Township of Palos, Cook County, Illinois this 24th day of July, 2017, pursuant to a roll call vote, as follows:

	YES	NO	ABSENT	PRESENT
Sharon Brannigan				
Pamela Jeanes				
Richard C. Riley				
Brent Woods				
Supervisor Colleen Grant Schumann				
TOTAL				

APPROVED by the Board of Trustees, Cook County, Illinois on this 20th day of July, 2017.

Colleen Grant Schumann, Supervisor

ATTEST: _____
Jane Nolan, Township Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION

I, Jane Nolan, DO HEREBY CERTIFY that I am the duly qualified and elected Township Clerk of the Township of Palos, Cook County, Illinois, and that as such Township Clerk I do have charge of and custody of the books and records of the Township of Palos, Cook County, Illinois.

I DO HEREBY FURTHER CERTIFY that the foregoing is a full, true and correct copy of **ORDINANCE NO. 2017-O-2, “AN ORDINANCE AMENDING TITLE 2, CHAPTER 3 SECTION 6 OF THE PALOS TOWNSHIP CODE ESTABLISHING MEETING DATES AND TIMES.”** adopted and approved by the Township Board of the Township of Palos, Cook County, Illinois, on July 24, 2017.

IN WITNESS WHEREOF, I have hereunto affixed my hand and the Corporate Seal of the Township of Palos, Cook County, Illinois this 24th day of July, 2017.

Jane Nolan, Township Clerk
Township of Palos, Cook County, Illinois