



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

April 27, 2017 - 6:30 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
 - a. Bill Audit Meeting - March 23, 2017
4. Special Communications, if any
5. Citizens Wishing to Address the Board
6. Reports of Officials
 - a. Supervisor
 - b. Clerk
 1. TOCC Spring Conference Wednesday, May 18th, 2017 Countryside, Illinois
 2. Worth Days Parade - August 27, 2017
 3. Ethics Statements - Due May 1, 2017 FYI
7. Attorney's Report
8. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Audit and Approval of Town Fund Bills - May 2017
 2. Audit and Approval of General Assistance Bills - May 2017
 - b. Policy and Personnel - Supervisor Schumann
 - c. Technology, Information and Automation - Trustee Riley

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

d. Buildings and Grounds - Trustee Jeanes

e. Public Services and Health - Trustee Brannigan

9. Unfinished Business

a. Amendment to the 2017 Meeting Schedule

10. New Business

11. Executive Session, If Needed

12. Adjournment

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Backup material for agenda item:

- a. Bill Audit Meeting - March 23, 2017

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

MARCH 23, 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 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 Shannon Harvey.

Absent: None.

Pledge of Allegiance

Supervisor Schumann led the assembly on the Pledge of Allegiance.

Disposition of Minutes from Previous Meetings

a. Approval of Minutes – Bill Audit Meeting February 23, 2017

Trustee Woods moved to approve the minutes of the February 23, 2017, Bill Audit Meeting. Trustee Jeanes 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 Officials

a. Supervisor

Supervisor Schumann reported that she is currently working on the General Assistance section of the budget. She informed the Board that there was a very positive article concerning the Palos Park's Woman's Club's Easter Basket program. Palos Township is one of the recipients of the program. It is a wonderful community program and the baskets they provide are beautiful!

b. Clerk

Clerk Nolan informed the Board that the Ethics Statements should now be on their computers. They must complete the statement by May 1, 2017, and give Clerk Nolan a copy for her records.

Attorney's Report

Attorney Harvey stated that there was no report.

Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Approval of Town Fund Bills and Warrants – April 1, 2017

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants. **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. Approval of General Assistance Bills – April 1, 2017

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.

Trustee Woods stated that the tentative copy of the budget will be available for the General Meeting in April. He is still waiting for the General Assistance numbers.

b. Policy and Personnel – Supervisor Schumann

1. Approval of Employee Salary Schedule for 2017-2018

Supervisor Schumann stated that the employees will receive 3% salary increase with the exception of the Assessor's Deputy.

Supervisor Schumann moved for the adoption of the 2017-2018 Salary Schedule as presented with an additional 3% for the township physicians and the township podiatrist. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley stated that there was no update concerning his committee.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes would like to thank **Trustee Woods** for having the **ultraviolet** lights ("killer boxes") installed on the township furnaces. She also stated that the humidifier on the Health Service side of the township was replaced.

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan informed the Board that the wall behind the furnace is covered with mud. This will be addressed. Supervisor Schumann stated that she was surprised as the Fire Department has been in that room several times recently, and nothing was reported.

Unfinished Business

There was no unfinished business.

New Business

Trustee Woods commented that he would try to draft a resolution stating that Palos Township is totally against Senate Bill 3133 which is a bill to eliminate townships. He would like to send this to our legislators and ask that they support this bill.

House Bill 3133 is a Consolidated Act. It provides that all townships in a county may be dissolved by referendum, through either citizen's petitions or county board ordinance.

Trustee Woods discussed Senate Bill 418 which he drafted and, and is sponsored by Senator Cunningham. This bill would allow residents of unincorporated Cook County to petition, by referendum on the ballot, to remove the Planning and Zoning Department from Cook County and place it in the townships.

Executive Session

There was no executive session.

Adjournment

Trustee Woods moved to adjourn the meeting at 7:00 P.M. **Trustee Jeanes** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk, Palos Township

Backup material for agenda item:

1. Audit and Approval of Town Fund Bills - May 2017

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PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

FROM: TOWN FUND

DATE: APRIL 27, 2017 FOR MAY 1, 2017 BILL AUDIT

This is to certify that the following sums will be paid by the TREASURER of Palos Township to the following vendor/person which amounts were allowed and audited by the Board of Trustees on the above listed date on account of the listed purposes.

No.	Date	Vendor	Purpose	Amount (GROSS)	Account Number	Check #
1	5/1/2017	GENE ADAMS	Payroll	\$ 2,171.22	10-0400	Debit
2	5/1/2017	ALICE BATOL DELROSARIO	Payroll	\$ 3,465.00	30-0300	Debit
3	5/1/2017	SHARON BRANNIGAN	Payroll	\$ 468.10	10-0500	Debit
4	5/1/2017	CAROL CHAMALES	Payroll	\$ 1,452.36	30-0200	Debit
5	5/1/2017	EVELYN DIBBERN	Payroll	\$ 3,934.00	20-0100	Debit
6	5/1/2017	COLLEEN GRANT SCHUMANN	Payroll	\$ 2,263.33	10-0100	Debit
7	5/1/2017	WALTER A. HALEK DPM	Payroll	\$ 2,889.15	30-0400	Debit
8	5/1/2017	ALAN HIVICK	Payroll	\$ 1,714.50	10-0700	Debit
9	5/1/2017	PAMELA A JEANES	Payroll	\$ 468.10	10-0500	Debit
10	5/1/2017	KATHRYN KEIFFER	Payroll	\$ 1,873.25	30-0200	Debit
11	5/1/2017	KATHLEEN KHAN	Payroll	\$ 2,325.17	30-0200	Debit
12	5/1/2017	JENNIFER LEEDY	Payroll	\$ 657.98	30-0500	80013
13	5/1/2017	ROBERT E. MALONEY	Payroll	\$ 1,235.00	10-0300	Debit
14	5/1/2017	PAULA NEIDENBACH	Payroll	\$ 2,283.24	30-0200	Debit
15	5/1/2017	JANE NOLAN	Payroll	\$ 1,235.00	10-0200	Debit
16	5/1/2017	DEBRA RAMOS	Payroll	\$ 590.00	30-0200	Debit
17	5/1/2017	RICHARD C. RILEY	Payroll	\$ 393.10	10-0500	Debit
18	5/1/2017	LUCIANO VALDEZ	Payroll	\$ 6,831.00	30-0300	Debit
19	5/1/2017	ALICIA VODICKA	Payroll	\$ 4,738.00	30-0200	Debit
20	5/1/2017	MARY WALLENBURG	Payroll	\$ 4,185.00	Split	Debit
21	5/1/2017	BRENT WOODS	Payroll	\$ 468.10	10-0500	Debit
22	5/1/2017	E.F.T.P.S.	Payroll - Employer Medicare Expense	\$ 619.92	Split	Debit
23	5/1/2017	E.F.T.P.S.	Payroll - Employer FICA Expense	\$ 2,650.58	Split	Debit
24	5/1/2017	E.F.T.P.S.	Payroll - Employer Unemployment Tax	\$ 56.69	10-1200	Debit
25	5/1/2017	IMRF - TOWN FUND PORTION	Pension Contributions Employer Portion Town	\$ 3,085.69	Split	Debit
26	5/1/2017	PAYROLL PROCESSORS	Payroll processing fees	\$ 109.70	12-1600	Debit
27	5/1/2017	NCBERS GROUP LIFE INS.	Voluntary Group Life Insurance	\$ 64.00	10-1510	27435
28	5/1/2017	VALIC C/O JP MORGAN CHASE BANK	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	27436
29	5/1/2017	CENTRAL MGMT. SERVICES-LGHP	Group Health Insurance	\$ 3,848.00	Split	27437
30	5/1/2017	DEARBORN NATIONAL LIFE INS CO.	Voluntary Group Life Insurance	\$ 63.25	Split	27438
31	5/1/2017	JANE NOLAN	Reimbursement - mileage	\$ 16.75	10-1700	27439
32	5/1/2017	TOWNSHIP OFFICIALS OF COOK COUNTY	Conferences & Meetings - Spring Conference	\$ 105.00	Split	27440
33	5/1/2017	COMCAST	Internet Subscription	\$ 177.64	11-1200	27441
34	5/1/2017	CALLONE	Telephone Services	\$ 512.95	11-1300	27442
35	5/1/2017	HERB SCHUMANN	Stipend for Moderator at Annual Town Mtg.	\$ 75.00	11-1400	27443
36	5/1/2017	COM ED	Utility - Electricity	\$ 301.29	11-2000	27444
37	5/1/2017	NICOR GAS	Utility - Gas	\$ 111.33	11-2000	27445
38	5/1/2017	TYPE CONCEPTS INC.	Printing - PT envelopes and JN business cards	\$ 415.00	12-1000	27446
39	5/1/2017	TEAM LOGIC IT	Technology Services	\$ 60.00	12-1100	27447
40	5/1/2017	ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK	Membership and Dues	\$ 125.00	12-1200	27448
41	5/1/2017	TRESSLER LLP	Legal Services	\$ 451.00	12-1300	27449
42	5/1/2017	RICHARD DEMMA E.A.	Bookkeeper/Accting -March 2017 & Supr. Annual Stmt.	\$ 1,420.00	12-1400	27450
43	5/1/2017	SHRED-IT USA	Document Disposal	\$ 43.26	12-1700	27451
44	5/1/2017	OFFICE DEPOT	Town and Assessor Office Supplies	\$ 586.85	Split	27452
45	5/1/2017	COTTAGE SHEET METAL, LLC	Building Maintenance -Service 2 Humidifiers	\$ 160.00	14-1000	27453
46	5/1/2017	DASHMIRE LIKA	Custodial / Cleaning Service for April 2017	\$ 795.00	14-1200	27454
47	5/1/2017	MARY WALLENBURG	Reimbursement -Sam's Club & Costco Office Supplies	\$ 506.81	Split	27455
48	5/1/2017	TRI-STATE DISPOSAL INC.	General Waste Disposal	\$ 69.00	14-1600	27456
49	5/1/2017	MCKESSON MEDICAL SURGICAL	H.S. - Medical Supplies	\$ 111.55	31-2000	27457
50	5/1/2017	SHARON BRANNIGAN	H.S. - Other Supplies & Materials-Trailer Rental Apr-May14, 2017	\$ 89.00	33-1400	27458
51	5/1/2017	DUKE'S ACE HARDWARE	H.S. - Cleaning & Sanitation Supplies	\$ 38.15	33-1410	27459
52	5/1/2017	PLOWS COUNCIL ON AGING	Senior Contingencies	\$ 1,149.00	40-1400	27460
53	5/1/2017	CAROL BIRGLIND	Income Tax Expenses	\$ 75.00	40-1500	27461
54	5/1/2017	DON MAREK	Income Tax Expenses	\$ 175.00	40-1500	27462
55	5/1/2017	RICHARD BRANDT	Income Tax Expenses	\$ 175.00	40-1500	27463
TOTAL FOR MAY 2017				\$ 63,933.01		

ADDITIONAL EXPENDITURES FROM APRIL 2017

1	4/1/2017	JENNIFER LEEDY KLAIBER	H.S. - Office Assistant	\$ 692.33	30-0500	27426
2	4/1/2017	COMCAST	Internet Subscription	\$ 177.64	11-1200	27427
3	4/1/2017	DUKE'S ACE HARDWARE	Building Maintenance Supplies	\$ 69.49	14-1400	27428
4	4/1/2017	IL NOTARY DISCOUNT BONDING CO.	Contingencies - JN Notary Bond Package	\$ 53.95	11-1400	27429
5	4/1/2017	PERFORMANCE HEALTH SUPPLY dba MEDCO	H.S. - Office Supplies	\$ 120.25	33-1000	27430
6	4/4/2017	ROBERT MALONEY	Reimbursement - Assessor New Printer	\$ 119.99	23-1100	27431
7	4/4/2017	CITY OF PALOS HILLS	Utility - Water and Sewer	\$ 62.31	11-2000	27432
8	4/11/2017	FAIRPLAY FOODS	Easter Food Distribution	\$ 1,575.00	60-1010	27433
9	4/14/2017	QUALITY CUSTOM CABINERY	Capital Improvements - last of new cabinets	\$ 2,285.00	14-1300	27434
Total Added to APRIL 2017				\$ 5,155.96		
TOTAL OF APRIL 2017 EXPENDITURES				\$ 5,155.96		

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

Co-signed:

Township Clerk

Backup material for agenda item:

- a. Amendment to the 2017 Meeting Schedule

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RESOLUTION NO. 2017-R-02

A RESOLUTION ESTABLISHING THE ANNUAL CALENDAR OF REGULAR MEETINGS OF THE PALOS TOWNSHIP BOARD OF TRUSTEES FOR 2017

WHEREAS, in accordance with Section 2.02 of the Illinois Open Meetings Act, every public body shall give public notice of the schedule of regular meetings at the beginning of each calendar year or fiscal year and shall state the regular dates, times and places of such meetings; and

WHEREAS, in accordance with Section 2.03 of the Illinois Open Meetings Act, every public body shall publish notice of changes in the meeting schedule with at least ten (10) days prior notice.

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of the Township of Palos shall amend its regular schedule of meetings, beginning on June 1, 2017 and ending on December 31, 2017 and shall hold its general meetings, bill audit meetings and road and bridge district meetings at seven o'clock in the evening (7:00 PM) in the Board Room of Palos Township Hall located at 10802 S. Roberts Road, Palos Hills, Illinois on the following dates:

GENERAL MEETINGS:

Thursday, January 12, 2017

Thursday, February 9, 2017

Thursday, March 9, 2017

Tuesday, April 11, 2017 – Annual Town Meeting

Thursday, April 13, 2017

Thursday, May 11, 2017

Monday, June 12, 2017

Monday, July 10, 2017

Monday, August 14, 2017

Monday, September 11, 2017

Monday, October 9, 2017

Wednesday, November 15, 2017

Monday, December 11, 2017

BILL AUDIT MEETINGS:

Thursday, January 26, 2017

Thursday, February 23, 2017

Thursday, March 23, 2017

Thursday, April 27, 2017

Thursday, May 25, 2017

Monday, June 26, 2017

Monday, July 24, 2017

Monday, August 28, 2017

Monday, September 25, 2017

Monday, October 3, 2017

Monday, November 27, 2017

Wednesday, December 27, 2017

ROAD AND BRIDGE DISTRICT MEETINGS:

Thursday, January 26, 2017

Thursday, February 23, 2017

Thursday, March 23, 2017

Thursday, April 27, 2017

Thursday, May 25, 2017

Monday, June 26, 2017

Monday, July 24, 2017

Monday, August 28, 2017

Monday, September 25, 2017

Monday, October 3, 2017

Monday, November 27, 2017

Wednesday, December 27, 2017

Approved and Adopted this 27th Day of April, 2017.

Colleen Grant Schumann, Township Supervisor

ATTEST: _____
Jane Nolan, Township Clerk

(SEAL)