

**PALOS TOWNSHIP BOARD MEETING  
10802 S. ROBERTS ROAD  
PALOS HILLS, ILLINOIS 60465**

**May 23, 2022 – 6:30 P.M.**

**Call to Order**

The Palos Township Meeting of the Township Board was called to order by **Supervisor Schumann** in the Township Hall, 10802 S. Roberts Road, Palos Hills, Illinois 60465 at 6:30 P.M.

**Roll Call**

Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann and Highway Commissioner Adams. Also present was Township Attorney Erik Peck, and Road and Bridge District Administrative Assistant, April Schrader.

**Officials present:** Clerk Jane Nolan  
Assessor Robert Maloney

**Officials absent:** Trustee Riley

**Others Present:** April Schrader, Administrative Assistant of the Road and Bridge District (Palos)

**Pledge of Allegiance**

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

**Approval of Prior Meeting's Minutes**

- a. Approval of Minutes of the Palos Township Board Meeting of April 25, 2022.

**Trustee Jeanes** moved to approve the minutes of the Palos Township Board Meeting of April 25, 2022. **Trustee Abuzir** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

### **Special Presentations/Communications**

There were no special presentations or communications at this meeting.

**Supervisor Schumann** reported that Jim Seay was scheduled to make a presentation tonight concerning a Solar Energy Program. He had surgery so he was unable to attend this meeting.

### **Reports of Officials**

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

**Supervisor Schumann** reported that **Trustee Woods** will be presenting the budget tonight. Cost of living increases will be discussed. Our new employee Cara has come down with COVID, but Clerk Nolan was able to print the necessary documents for tonight's meeting.

#### **b. Clerk**

**a.** Notes from the Hickory Hills Chamber of Commerce Meeting of April 27, 2022.

**Clerk Nolan** reported that she attended the Hickory/Palos Chamber of Commerce Meeting. She did so to hear the speeches made by the Chiefs of Police of Palos Hills, and Hickory Hills.

#### **Some important points that were summarized:**

1. Be sure before you call the police that someone has committed a crime.
2. Police can come and just do a walk through.

3. Police would rather show up for nothing than be called back and find something.
4. Police input is receiving good marks from residents and businesses.
5. The police are called to area schools for every single thing that happens at a school.
6. There is an overall rise in carjacking – not so much in Palos Hills, but in the area.
7. Video ticketing systems are only in cities of 100,00 or more.

**b. Illinois Township Attorneys Association Meeting Friday, June 3, 2022.**

**Clerk Nolan** reported that this meeting will take place on Friday, June 3, 2022 for any interested parties. FYI

**c. TOCC Annual Meeting Wednesday, June 8, 2022 at 7 P.M.**

**Clerk Nolan** reported that the Annual TOCC Meeting will be virtual this year. All officials are invited to register and attend on June 8 at 7 P.M. The meeting should last about one hour and you can attend virtually from anywhere. Clerk Nolan and her assistant, Joan, plan to attend in person. The TOCC Board members will be the only ones attending in person. They can also attend virtually. All township employees have also received an invitation.

**d. Palos Township – the Cook County Sheriff’s Recycling – Prescription Drug Take Back Event, Saturday, June 4, 2022 from 9AM to 12 Noon.**

**Clerk Nolan** informed the Board that this event is taking place and help is needed to make this a successful event. Residents are very anxious to attend this type of event. They call the township weekly all year long to see if the township has planned a shredding recycling event! Let’s make this successful. It was very well documented.

**e. Highway Commissioner**

**Highway Commissioner Adams** reported that there will be a conference of Highway Commissioners in Peoria. There are so many new highway

commissioners that the Board decided to have the conference. They have signed up more vendors than they have room for. This is the largest number of vendors that the Highway Commissioners have ever signed up.

**Commissioner Adams** will try to do some highway paving depending on how the money goes.

## **Attorney's Report**

Adoption of Annual Town Meeting Agenda Tuesday, April 12, 2022.

- a. **Adoption of Resolution No. 22-R-02 RESOLUTION REAPPOINTING TRUSTEE KEVIN MCCURRIE TO THE PALOS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES.**

**Trustee Jeanes** moved to adopt **Resolution No. 22-R-02 RESOLUTION REAPPOINTING TRUSTEE KEVIN MCCURRIE TO THE PALOS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES.** **Trustee Abuzir** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

**Attorney Peck** reported that at the last Board Meeting he discussed with the Board possible litigation concerning the township, and a sidewalk slip and fall. He went to court and found that the lawsuit filed against Palos Township was supposed to be filed against Palos Park. The lawsuit was withdrawn.

## **Reports of Standing Committees**

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

**a. Audit and Approval of Town Fund Bills and Warrants Dated June 1, 2022.**

**Trustee Woods** moved to approve the audit of the Town Fund Bills and Warrants Dated June 1, 2022, in the amount of \$11,546.07 with an

additional amount for the month of May of \$1,480.42 for a total of \$13,026.49. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

**b.Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated June 1, 2022.**

**Trustee Woods** moved to approve the audit of the Road and Bridge District Fund Bills and Warrants Dated June 1, 2022, in the amount of \$30,281.65, and the Administrative Expense in the amount of \$6,685.62 for a total of \$36,967.27. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

**c.Audit and Approval of the General Assistance Fund Bills Dated June 1, 2022.**

**Supervisor Schumann** moved to approve the audit of the General Assistance Fund Bills Dated June 1, 2022. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Woods and Supervisor Schumann. Nays: None. Motion carried 4-0.

**d.Presentation of the Annual 2022-23 Budgets for the Town of Palos and Palos Township Road and Bridge District.**

**Trustee Woods** reported that under Illinois Law a township can accumulate funds for a rainy day for unforeseen events, but we cannot accumulate balances that are considered excessive. There was a court case that determined that more than twenty-four months of reserve is excessive. Palos Township has about one and one-half years of reserves. This is very good. We have never had a time we had this much in reserves. This budget has created a fourth fund which will then be entitled a capital projects fund. The proposal of this budget is to sweep some of those reserves into that capital projects fund. The state recommends that a township maintain a six-month reserve and TOI recommends that townships keep a balance of six months to a year.

**Trustee Woods** and **Supervisor Schumann** conferred, and they are presenting that Palos Township maintain a nine-month reserve of \$780,000 and sweep \$644,000 over to the capital projects fund. Our building is our largest asset. Many things need to be updated and we will now be able to do these long-awaited updates.

Brent explained each fund separately, and the budget itself will show all the transactions and amounts.

The Total Town Fund Budget:	TBD June 2022
Total Appropriation:	\$1,767,578
Total Estimated Town Reserves:	\$1,241,700
Total Appropriation Fund for GA:	\$ 110,000
Total General Assistance Fund Estimated Revenues:	\$ 137,800
Capital Projects Fund:	\$ 644,000

**Trustee Woods** also discussed the transfers into the capital projects. The Buildings and Grounds budget will be reduced as he will take money for these expenditures from the Capital Projects Fund.

The Assessor Fund is basically the same except for the pay raise to the Assessor's Assistant. He has included the pay raise in the budgeted amount.

The Health Service budget is not much different this year other than the pay raises.

### **General Assistance Fund**

The director's salary is paid by both the Town Fund and the General Assistance Fund.

## **Capital Projects Fund**

**Trustee Woods** appropriated money as most items had only budgeted for two items. He is looking at more security for the township. (Items such as a security camera system, a card keypad system, automatic closure on door entering township office) He explained how the card keypad system using a code will work. This system should not cost more than \$10,000. He is thinking of an Electric Message Center for the front of the township.

## **Road and Bridge**

Road and Bridge Budget is not as elaborate as the Town Fund Budget. There is a slight increase in other services. There is \$300,000 going to hard road paving. This budget will look like \$100,000 but you have to look at the ordinance balances for all the money that is carried over. He suggested that Commissioner Adams does not deplete this budget to nothing.

**Commissioner Adams** should receive \$250,000 for the actual general road tax and the actual permanent Hard Road Tax is \$500 more. These are both projected sums. Some of these amounts are very close to last year's budget.

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

- a. Motion for approval of the hiring of Cara Feltz, Administrative Assistant to the Supervisor.

**Supervisor Schumann** moved to hire Cara Feltz as Administrative Assistant for Palos Township. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

### **c. Technology, Automation and Information – Trustee Riley**

There was no report from this committee as **Trustee Riley** did not attend the meeting. **Trustee Woods** discussed our iPads. They are old and cannot accept updates anymore. **Trustee Woods** would like to purchase new iPads

for the Board. He will look into new pricing for them. He could adjust budget numbers for this. (Budget numbers can be adjusted for 30 days after the passing of the budget.)

He would like to get a new computer for the Trustee Room. This computer would be converted to a web-based computer.

**d. Building and Grounds – Trustee Jeanes**

**Trustee Jeanes** is excited about the money her committee will have. She would like to make a priority list of the things to be accomplished.

**Commissioner Adams** reported that he has noticed that the sewer connection will have to be updated. He is talking about a direct pipe instead of the water going into a sump pump.

**e. Public Services and Health – Trustee Abuzir**

**Trustee Abuzir** discussed the Toy Drive on April 30, 2022 that was put on by Hyatt Magazine for children who were in need of toys. Donated toys were dropped off at the township ahead and on April 30, 2022 residents came to pick up the toys. Some toys were also dropped off at the needed resident's homes. The toy drive was successful. **Supervisor Schumann** and **Clerk Nolan** stopped by the township the day of the toy drive.

**Fees collected for the month of May were:**

Cholesterol:	\$ 330.00
Health Service Fees:	\$ 540.00
Total:	\$ 870.00

**Unfinished Business**

There was no unfinished business to come before the Board.

## **New Business**

**Clerk Nolan** discussed the upcoming Primary Election which is June 28, 2022. That is the day after our June Township meeting, and the Town Hall will be set up for the election. She offered several ideas. One was a zoom meeting, and the other idea was to use the township office. We could also use a city hall from one of the township municipalities. **Supervisor Schumann** will decide. The Clerk has to know how to set up the room.

**Commissioner Adams** discussed the upcoming Flag Ceremony in September briefly. They are looking for donations to this important event. There will be more information and more discussion at the next meeting.

## **Citizen's Wishing to Address the Board**

There were no citizens wishing to address the Board.

## **Executive Session**

No motion was made to enter Executive Session.

## **Adjournment**

With no further business to come before the Board, **Supervisor Schumann** asked for a motion to adjourn the meeting. **Trustee Woods** moved to adjourn the meeting at 7:37 P.M. **Trustee Jeanes** seconded the motion. The motion was passed unanimously. Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**