

**PALOS TOWNSHIP
COMBINED BILL AUDIT AND ROAD AND BRIDGE DISTRICT MEETING
10802 S. ROBERTS ROAD PALOS HILLS, ILLINOIS 60465**

August 24, 2020

Call to Order

The Combined Bill Audit and Road and Bridge District Meeting of the Township Board was called to order by **Supervisor Schumann** who was in attendance at the Township Hall. The meeting was held via internal conference call pursuant to Executive Order of the Governor. It was held via video/audio conference on WWW.Zoom.US at 6:30 P.M.

All persons interested in attending were able to do so by visiting the website at www.palostownship.org and selecting the link to JOIN THE MEETING.

All persons wishing to address the Board will be permitted to do so through the web conference platform, following the standard rules previously adopted by the Board.

The Township Hall was not opened for the meeting.

Roll Call

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

Absent: Trustee Jeanes

Officials present: Clerk Nolan
 Assessor Maloney

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Disposition of Minutes from Previous Meeting

a. Approval of Minutes – Combined Bill Audit and Road and Bridge Meeting of July 27, 2020

Trustee Woods moved to approve the minutes of the Combined Bill Audit and Road and Bridge District Meeting of July 27, 2020. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Woods, Riley and Supervisor Schumann. Nays: None. Motion carried 4-0.

Special Presentations-Communications

There were no special presentations or communications at this meeting.

Reports of Officials

a. Supervisor

1. Audit Reports 2020

Supervisor Schumann stated that the audit reports have been delivered by Hearne and Associates. She will have these available for everyone in their mailboxes. There were no problems with the audit.

b. Clerk

1. TOCC Virtual Meeting September 16, 2020 7 P.M.

Clerk Nolan reported that TOCC is having the Fall Annual Meeting on Wednesday, September 16, 2020 at 7:00 P.M. The meeting will be virtual. The TOCC Board and the Division Chairs will be present in person at Schaumburg Township. All members will receive an e-mail to register and will then receive the link to join the meeting. Only 100 members will be able to join. The Board and Division Chairs will be giving reports. It

will last about one hour. She stated she feels it would be good if Palos Township attended.

2. TOI Education Award

Clerk Nolan informed the Board that TOI is not having the TOI Education Award this year due to the pandemic. **Clerk Nolan** feels they should have the award as it is an election year and Palos Township has received this award every year since 2005. We have accumulated points toward this award since September 2019 up until March. We have also done virtual things. It may be possible our points can be used at a later date.

c. Highway Commissioner

Highway Commissioner Adams stated that during July there was a great deal of rain. They are doing a good amount of grass cutting and mowing. The Road Project is finished and the Road District is paying the engineers for all the work they did. They are doing road patchwork right now. Erik is composing a letter for the Road District concerning the parking on the township right-of-way. That letter is going out right now. There was a good deal of wind damage a few weeks ago. Many trees were down, but that was also taken care of quickly. Deerwood and Old Fort Woods had trees down. Some evergreens are dying off.

Attorney's Report

Attorney Peck stated that he had no legal report for the Board.

Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Bills and Warrants dated September 1, 2020

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$12,486.55. **Supervisor Schumann** seconded

the motion. Roll call was taken. Ayes: Trustees Brannigan, Woods, Riley and Supervisor Schumann. Nays: None. Motion carried 4-0.

2. Audit and Approval of Road and Bridge District Fund Bills and Warrants dated September 1, 2020

Trustee Woods moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$42,955.82 and the Administrative Expense in the amount of \$5,903.42 for a total of \$48,859.24. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Woods and Riley, Supervisor Schumann. Nays: None. Motion carried 4-0.

3. Approval of General Assistance Fund Bills and Warrants dated September 1, 2020

Supervisor Schumann moved to approve the audit of the General Assistance Fund Bills dated September 1, 2020. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Woods, Riley and Supervisor Schumann. Nays: None. Motion carried 4-0.

Trustee Woods reported that Dennis (server) working with a computer outlet to buy the additional parts we need. He got the parts for \$600.00 at a microcenter. Everywhere else he checked they were \$2,000.00. He and Brent had a problem setting up an account with them. They will set up the account this week.

The codification of our ordinances will be quite expensive. This can be done by agenda pal (which was purchased by Municode) which is one of the codifiers. **Trustee Woods** had a meeting with them, and they gave him a quote for \$2,200.00 to do this. This would allow the township to put our personnel manual, all our policies online, and our code of ordinances. The township could use a self-publishing tool and do it ourselves. The Board can look at American Legal Publishing or Municode to view how this would appear. We could use this system to draft ordinances and publish them. There is a 60-day trial period connected with this system.

b. Policy and Personnel – Supervisor Schumann

The township has been undergoing an audit with IMRF that has been quite extensive. There are some things the previous auditor overlooked. The person they are dealing with is new and has many questions. This is coming to an end.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley stated that he had no report for the Board.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes did not attend the meeting, therefore, there was no report for the Board from this committee.

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan stated that she had no report for the Board.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

Commissioner Adams thanked Trustee Woods for all of the work he has done on the budgets this year for all the departments.

Citizen's Wishing to Address the Board

There were no citizens wishing to address the Board at this meeting.

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 7:00 P.M. **Supervisor Schumann** seconded the motion. Roll Call was taken. Ayes: Trustees Brannigan, Riley, Woods and Supervisor Schumann. Nays: None. Motion carried 4-0. Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township