

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

**AUGUST 25, 2016 - 6:30 P.M.**

**1. 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. Present were Trustees Brannigan, Jeanes, Riley, and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

**Absent:** None.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Supervisor Schumann.

**3. Disposition of Minutes from Previous Meeting**

**a. Approval of Minutes - Bill Audit Meeting July 28th, 2016**

**Trustee Jeanes** moved to approve the minutes of the July 28, 2016 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.

**4. Special Presentations/Communications**

There were no special presentations or communications.

**5. Citizens Wishing to Address the Board**

There were no citizens wishing to address the Board.

## **6. Reports of Officials**

### **a. Supervisor Schumann**

**Supervisor Schumann** stated that she had no report.

### **b. Clerk**

#### **1. TOCC Clerk's Education Meeting Update**

**Clerk Nolan** informed the Board that to date there are eight clerks coming to the TOCC Clerk's Education Session on September 13th, 2016, in the Township Hall. The session will take place at 6:30 P.M. All officials and staff are invited.

#### **2. Conference Holiday Food Pantry Collection (TOI)**

**Clerk Nolan** collected money from the officials who are participating in the TOI Conference Holiday Food Pantry Collection sponsored by the Townships of Illinois. All township officials and the township attorney contributed \$10.00 per person for this event.

## **7. Attorney's Report**

**Attorney Peck** stated that he had no report.

## **8. Reports of Standing Committees**

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

#### **1. Finance Report - September 2016**

**Trustee Woods** reported that the report will be available at the next meeting.

**2. Audit and Approval of Town Fund Bills - September, 2016**

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

**3. Audit and Approval of General Assistance Bills - September 2016**

**Supervisor Schumann** moved to approve the audit of the General Assistance 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** stated that there were no personnel issues at this time. The new employee is working out well.

**Supervisor Schumann** asked **Trustee Woods** to explain the reason that the expired food is going to Elsie's Pantry in Palos Hills. He explained that there are no restrictions on private food pantries. This will be a donation to that food pantry. All of the 2016 food donations will be donated to Elsie's Food Pantry.

**c. Technology, Information and Automation - Trustee Riley**

**Trustee Riley** stated that he had no report.

#### **d. Building and Grounds - Trustee Jeanes**

##### **1. Garage Update**

**Trustee Jeanes** reported that the soil survey showed that the soil is unfit for building a garage where it

was considered to build the structure. The grounds committee is now going to plan B. An addition to the township building is being discussed. It was suggested that the addition could be built either on the front or the back of the township building. It was suggested that the front of the township building might be the better place.

A discussion of a new addition to the township building ensued. Sketches and the opinion of Phil Riley, the architect, are needed.

#### **e. Public Services and Health - Trustee Brannigan**

**Trustee Brannigan** discussed the many different things that are part of the outside township POD, and explained how much help it is to the nurses in the Health Service.

#### **9. Undiminished Business**

There was no unfinished business.

#### **10. New Business**

**Assessor Maloney** informed the Board that the Board of Review for tax appeals is from August 22, 2016, to September 19, 2016. at the township. The Board of Review will be at Palos Township on September 14, 2016, for the Property Tax Seminar for all interested residents at 6:30 P.M.

**Trustee Brannigan** informed the Board that she is proposing a new

closet for the food pantry which will be built in the township hall, and it will include shelves. Someone will be coming to the township this week to give a price quote for this type of closet.

There was a general Board discussion of the proposed closet.

**Clerk Nolan** informed the Board that the American Flag Company has 9-11 flags available for purchase for the 15th Anniversary of September 11h.

#### **11. Executive Session**

There was no Executive Session.

#### **12. Adjournment**

**Trustee Woods** moved to adjourn the meeting at 7:01 P.M. **Trustee Brannigan** seconded the motion. The motion was passed unanimously. Meeting adjourned.

**Jane A. Nolan**  
**Clerk**  
**Palos Township**