

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

**June 22, 2020 – 6:30 P.M.**

**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](http://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](http://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 Brannigan, Jeanes, and Woods, and Supervisor Schumann and Highway Commissioner Adams. Also present were Attorney Erik Peck, and Road and Bridge Administrative Assistant, April Schrader.

Absent:                   Trustee Riley

Officials present: Clerk Nolan

**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 May 26, 2020**

**Trustee Jeanes** moved to approve the minutes of the Combined Bill Audit and Road and Bridge District Meeting of May 26, 2020. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, and Woods, 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. Hiring of Administrative Assistant**

**Supervisor Schumann** reported that the new administrative hire, Diane Goerg, is getting acclimated to her new position and is becoming an asset to the township.

**b. Clerk**

**1. TOI Conference 2020**

**Clerk Nolan** informed the Board that she has received some communication from TOI which has led her to believe that the Annual November Education Conference will be virtual. **Clerk Nolan** will inform the Board on any details she receives concerning the conference.

**2. Virtual Township Day Ideas**

**Clerk Nolan** provided the Board members with several ideas which could be done virtually for the 2020 Township Day. No idea was chosen at this time.

### **3. Town Meeting**

**Clerk Nolan** stated that Palos Township has two choices concerning the Town Meeting. The township can have the Town Meeting in July which will entail many more steps than usual or the township can wait until the Governor declares the end of the pandemic. Then the Annual Town Meeting will be the third Tuesday of the following month.

The Board chose to wait rather than do the Town Meeting in July.

### **c. Highway Commissioner**

**Highway Commissioner Adams** restated that the Education Conference for the Highway Commissioners in Illinois has been canceled. The Civic Center in Peoria cancelled it. The Highway Commissioners are attempting to have the conference in August.

The road project is nearly completed. All bills are not in as yet. April is working to find a way to use some of the motor fuel tax funds to pay for part of the road project. Commissioner Adams will report more concerning this topic at the next Road District Meeting.

### **Attorney's Report**

#### **1. Consideration of Ordinance 2020-01-0 adopting Palos Township Road District Parking Prohibition on Rights-of-Way.**

Attorney Peck stated that in the past the Road District relied upon the county and their enforcement of the rights-of-way, but recently it was called into question.

**Supervisor Schumann** moved to adopt ORDINANCE 20-01-0 PARKING

PROHIBITED ON RIGHTS-OF-WAY. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

At this time Attorney Peck entertained a motion to open the **Public Hearing** on the Annual 2021 Budget.

**Trustee Woods** moved to open the Public Hearing on the Annual 2021 Budget for the Town of Palos. **Supervisor Schumann** seconded the motion. The motion was passed unanimously. The Minutes of the Public Hearing of The Township Board will be provided in a separate document.

At the completion of this Public Hearing for the Town of Palos the Board entertained a motion to open the Public Hearing on the 2021 Annual Budget for the Palos Township Road District. **Trustee Woods** moved to open the Public Hearing on the Annual 2021 Budget for the Palos Township Road District. **Supervisor Schumann** seconded the motion. The minutes of the Public Hearing of the Palos Township Road District will be provided in a separate document.

## **Reports of Standing Committees**

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

#### **1. Audit and Approval of Town Fund Bills and Warrants dated July 1, 2020.**

**Trustee Woods** moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$14,055.23. **Supervisor Schumann** seconded the motion. Roll Call was taken. Ayes: Trustees Brannigan, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0

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

**Trustee Woods** moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$141,134.93 and the

Administrative Expense in the amount of \$6,342.22 for a total of \$147,477.15 for the Road and Bridge Fund Bills and Warrants.

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

### **3. Audit and Approval of General Assistance Fund Bills dated July 1, 2020.**

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

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

##### **1. Re-appointment of Kevin C. McCurrie to Palos Fire Protection District for the Remainder of a Three-Year Term.**

**Supervisor Schumann** moved to adopt RESOLUTION R-20--01 THE RESOLUTION REAPPOINTING KEVIN C. MCCURRIE A TRUSTEE OF THE PALOS FIRE PROTECTION DISTRICT BOARD OF TRUSTEES FOR THE REMAINDER OF A THREE-YEAR TERM. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

##### **2. Bi-Weekly Payroll**

**Supervisor Schumann** stated that the employees are interested in changing the monthly payroll to a bi-weekly payroll. This would not include the elected officials. The cost is only a difference of \$44.00 a month. This was discussed several years ago but did not happen.

**Supervisor Schumann** moved that the employees of the Township will be moved to a bi-weekly payroll and the Township Handbook will be updated to verify this change. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

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

**Trustee Riley** did not give a report due to absence at this meeting.

**Trustee Woods** spoke to Dennis today. He is the person working on our new server. Dennis didn't like the prices for the server equipment so he was working with them to lower the price. He was able to do this and the company we are ordering the equipment from took another \$1500 off the price (the prior price was in accordance with what we contracted for.) They will bill us, but they must receive the payment for it before they can ship it to us. The township will pay by check.

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

**Trustee Jeanes** stated that she had no report for the Board.

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

**Trustee Brannigan** reported that the Health Service reported the Health Service totals for March 1 to March 17, 2020 were \$455.00. There were no totals for Cholesterol as cholesterol screening did not happen due to the virus. No other monies have been collected.

The Health Service is re-opened now and they are busy. They are also taking appointments. **Trustee Brannigan** forwarded the Clerk the questionnaire the Health Service is using before they admit any residents into the Building. They also ask the residents with appointments a number of questions on the phone when they call to make their appointments.

**Unfinished Business**

**Supervisor Schumann** informed **Clerk Nolan** that she is at the Township Building for all of the zoom meetings in compliance with the Governor's signing of Senate Bill #2135.

**Supervisor Schumann** advised the Board that they will be pleasantly surprised when they next come to the Township. Administrative Assistant, Diane Goerg, has put in some beautiful flowers and also spread mulch all around. It looks very nice and was more cost effective to do it in house. Thanks Diane!

### **New Business**

There was no new business to come before the Board.

### **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 at 7:11 P.M. **Trustee Jeanes** seconded the motion. Roll Call was taken. Ayes: Trustees Brannigan, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0. Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**