

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

**September 25, 2023 – 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, Riley and Woods, Supervisor Schumann, and Highway Commissioner Adams.

**Officials absent:** Trustee Jeanes

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

**Others present:** April Schrader, Administrative Assistant, 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 the Palos Township Board Meeting Minutes of August 28, 2023.**

**Trustee Woods** moved to approve the minutes of the August 28, 2023 Township Board Meeting. **Trustee Riley** seconded the motion. Roll call was

taken. Ayes: Trustees Abuzir, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

## **Recognitions/Proclamations/Presentations/Communications**

There were no Recognitions/Proclamations/Presentations/Communications at this meeting.

## **Reports of Officials**

### **A. Supervisor/Treasurer**

**Supervisor Schumann** reported that everything is quiet right now. The busy season is coming up at the township. There will be several food distributions for the residents soon.

### **B. Clerk**

#### 1. TOCC Annual Meeting June 20, 2024

**Clerk Nolan** informed the Board that the next TOCC Annual Meeting will take place on or round June 20, 2024. **Clerk Nolan** would like everyone to attend this time as she saw the value of this meeting at the 2023 Annual Meeting. **Clerk Nolan** is on the TOCC Board Committee to choose a location for the 2024 meeting.

#### 2. Ideas for Topics for Breakout Sessions for 2024 TOCC Annual Meeting

**Clerk Nolan** asked the Board Members to consider topics that they would like presented at the TOCC Annual Meeting breakout sessions. She will be happy to accept these topics whenever they are presented to her. Please keep in mind that before June would be most helpful.

#### 3. August 22, 2023 MWRD Virtual Tour FYI

**Clerk Nolan** explained that Joan Davis, her assistant, watched the virtual tour presented by the MWRD on August 22. She found it both interesting and informative. She made notes for anyone who might have interest in viewing this. **Clerk Nolan** will email them the next date of the monthly virtual tour of MWRD water reclamation plants.

**Clerk Jane Nolan** discussed a session she recently attended at the IML Conference last week in at the Chicago Hilton Hotel. The session concerned the attack at the fourth of July Parade in Highland Park in 2022. The Administrator of the city gave the main presentation. There were many things to be learned from this frightening experience. She stated that 45 agencies supported them in their effort. She received 1600 emails on the day it happened. Her own son thought she was injured or dead because she was unable to get any information to him for a very long period of time. She said it is so important for all municipalities, townships, government agencies, school districts, businesses, etc., to have updated lists of spouses, children or relatives of all employees, officials, etc. There were so many problems for her because she did not have the information when she needed it.

There were many residents who would not leave their houses for a long time after that day. Food had to be delivered to them and someone had to go to their homes and help them with bills, etc.

NIMS Training should be a must for everyone.

IANS is the Integrated Public Alert Warning System she discussed. There is a power point of this session available through the IML Director, Brad Cole.

## **C. Highway Commissioner**

### **Highway Commissioner Adams**

**Commissioner Adams** reported that there was a bid opening a few weeks ago, and the bid chosen came in \$40,000 or 50,000 less than the other bids. They did a walk around today with the engineer and the general

superintendent for the asphalt company that received the bid. He is very highly recommended from many people that he has worked with. He told **Commissioner Adams** that he was going to remeasure everything and if they lower the price of anything, the Road District will receive a reduction. **Commissioner Adams** is very pleased with this person.

Everything is going well with the project and the work on this will begin in the next two weeks. **Commissioner Adams** received a compliment on one of his roads recently.

## **Attorney's Report**

**Attorney Peck** stated that he had no 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 October 1, 2023**

**Trustee Woods** moved to approve the audit of the Town Fund Bills and Warrants Dated October 1, 2023 in the amount of \$9,833.75. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

#### **2. Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated October 1, 2023**

**Trustee Woods** moved to approve the audit of the Road and Bridge District Fund Bills Dated October 1, 2023 in the amount of \$33,579.30 and Administrative Expense in the amount of \$6,264.84 for a total of \$41,944.14. **Trustee Abuzir** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

### **3. Audit and Approval of General Assistance Fund Bills Dated October 1, 2023**

**Supervisor Schumann** moved to approve the audit of the General Assistance Fund Bills Dated October 1, 2023. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

**Trustee Woods** passed out a copy of Standard Operating Procedures for Palos Township to the Board members and Officials.

The Board will peruse these for the next Board Meeting and more action may be taken then concerning this presentation.

**Included in the operating procedures are:**

1. Procedure for recognizing staff member anniversaries with the Township of Palos.
2. Procedure for the selection of candidates to fill positions on a Fire Protection District Board of Trustees.
3. Procedure for making purchases.

**Trustee Woods** answered questions from the Board concerning these procedures.

At this time the Supervisor only has \$1000 that she can approve without Board approval. This procedure will allow her to approve up to \$7500. These procedures will be brought up at the next meeting for discussion and/or approval.

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

**Supervisor Schumann** said the discussion concerning Standard Operating Procedures for Palos Township was part of this committee and it was discussed at this meeting.

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

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

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

There was no report from Building and Grounds as **Trustee Jeanes** did not attend this meeting.

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

**Trustee Abuzir** reported the Cholesterol and Health Service fees for the month of August as follows:

Cholesterol	\$ 275.00
Health Service Fees	\$1,140.00
Total	\$1,415.00

There were several events during the month here. There was a cholesterol screening, a hearing screening, there was a medicare presentation and bingo. **Trustee Abuzir** attended several of these screenings and presentations.

**Unfinished Business**

**Trustee Abuzir** informed the Board that the office for Hyatt Magazine has moved to Palos Heights. She invited the Board and Officials to come there to see this new office.

**New Business**

There was no new business to come before the Board.

**Citizens Wishing to Address the Board**

There were no citizens who wished 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 7:05 P.M. **Supervisor Schumann** seconded the motion. The motion was passed unanimously.

Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**