

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

NOVEMBER 22, 2016

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. Roll call was taken by the Clerk of the Township, Jane Nolan. Present were Trustees Jeanes, and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

Late: Trustee Brannigan - arrived at 6:46 P.M.
Trustee Riley - arrived at 6:48 P.M

Absent: None.

2. Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

3. Disposition of Minutes from Previous Meeting

a. Approval of Minutes - October 27, 2016 Bill Audit Meeting

Trustee Woods moved to approve the minutes of the October 27, 2016, Bill Audit Meeting. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Jeanes, Woods and Supervisor Schumann. Nays: None. Motion carried 3-0.

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

1. Metropolitan Township Association Membership

Supervisor Schumann discussed Palos Township joining the Metropolitan Township Association (MTA). The township would remain a member of TOCC (Township Officials of Cook County). The MTA is a younger Board and it also incorporates townships outside of Cook County. MTA has lobbyists that lobby for township issues and for the protection of township government state-wide. The dues are contingent on each township's budget. Upon joining, the township will have access to the Capital Facts online, and the MTA education seminars offered to township officials offer more variety. The total dues for the year are \$1,500.00. The township will only pay \$500.00 at this time as we are joining mid-year. The current president of MTA is the supervisor of DeKalb Township.

Trustee Woods moved to approve Palos Township joining the Metropolitan Township Association at the cost of \$500.00 with a renewing membership of \$1,500.00 annually beginning April 1, 2017. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

2. Discussion of Discontinuing Non-Resident Health Service Patients

Supervisor Schumann informed the Board that the practice of service to non-township residents at the Health Service did not work out as well as anticipated. It has become too troublesome to continue on with the service. She reported that there is a pharmacy in Indiana which has been giving the name and address of Palos Township to residents there for health services. Many of the non-residents who come to the Health Service have very few or non-existent records. She feels the Board should not have a problem with this.

b. Clerk

1. Records Retention

Clerk Nolan informed the Board that she received an answer from the Local Records Commission concerning her meeting tapes. She was told she can dispose of any tapes used for taking meeting notes prior to 2013 as she wishes.

2. Palos Hills Newsletter

Clerk Nolan inquired if the Board would be interested in advertising in the next edition of the Palos Hills newsletter, as they did so in the last edition. This item will be revisited at a later date.

7. Attorney's Report

Attorney Peck stated that he had no report.

8. Reports of Standing Committees

a. Finance and Administration - Trustee Woods

1. Audit and Approval of Town Fund Bills - December 1, 2016

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

2. Audit and Approval of General Assistance Bills - December 1, 2016

Supervisor Schumann moved to approve the audit of the General Assistance Fund 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 she had no report.

c. Technology, Information and Automation - Trustee Riley

Trustee Riley stated that he had no report.

d. Buildings and Grounds - Trustee Jeanes

Trustee Jeanes reported that she is waiting for a return phone call from the architect. She would like to set a date at a township meeting to discuss plans with the Board and the architect.

There was a discussion of a meeting with the architect, Trustee Woods, and Highway Commissioner Adams which occurred just before this meeting. The Board was updated concerning the details of the meeting which focuses on the township addition.

Trustee Woods stated that the problem gutter at the township was fixed, and in addition, all of the gutters in the township were replaced.

c. Public Services and Health - Trustee Brannigan

Trustee Brannigan stated that the Non-Resident Health Services in Palos Township will be discontinued as of January 1, 2017.

There was a Board discussion of this topic.

Trustee Brannigan moved to discontinue non-resident Health Services at Palos Township as of January 1, 2017. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays None. Motion carried 5-0.

9. Unfinished Business

There was no unfinished business.

10. New Business

Clerk Nolan informed the Board that she would like to formally thank Deputy Assessor, Evelyn Dibbern, who typed the new annual Records Disposal Certificate for 2017 for her office. She thanks Evelyn for all her work on this project.

11. Executive Session

There was no Executive Session.

12. Adjournment

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