

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

JANUARY 26TH, 2017

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

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 – Bill Audit Meeting – December 20, 2016

Trustee Woods moved to approve the minutes of the December 20, 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 or 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

Supervisor Schumann stated that she had no report.

b. Clerk

1. Ethics Filing 2017

Clerk Nolan informed the Board that she sent the list of filers to the Cook County Clerk's Ethics Department. Each official must complete their ethics statement online by May 1, 2017, to avoid the late penalty. Officials should be receiving their statements to complete online in March or April.

2. TOI Topics Day – Wednesday, April 26, 2017

Clerk Nolan stated that this year's Topic's Day will be held on Wednesday, April 26, 2017. TOCC will again be sponsoring a bus with TOI to help minimize the travel cost. Last year Clerk Nolan and Supervisor Schumann attended and they found it very informative and fun! The price is \$75.00 for registration and \$40.00 for the bus. Clerk Nolan plans to attend at this time.

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 Warrants/Bills – February, 2017

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 – February, 2017

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.

3. Quarterly Finance Report

Trustee Woods informed the Board that the third Quarterly Report is completed. There were no questions from the Board.

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann stated that she has spoken with Alicia and She is enjoying her new position as Health Service Director. She has been moved from hourly to salary.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley stated that he had no report.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes had no report but deferred to **Trustee Riley** who discussed the additional cabinets for the Town Hall. He was quoted \$12.25 per cabinet for the four new cabinets by Quality Custom Cabinetry. Trustee Riley will ask the owner to drop the price to \$11.50 per cabinet which is what he charged for the cabinets already installed.

Trustee Riley moved to proceed with the installation of

additional cabinets for the Town Hall. **Trustee Jeanes** seconded the motion. The motion was approved unanimously.

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan discussed the removal of the outside storage POD. She informed the Board that the Health Service has Received their new copy machine. Also, Alicia is moving well Into her new position.

9. Unfinished Business

There was no unfinished business.

10. New Business

There was no new business.

11. Executive Session

No Executive Session was called.

12. Adjournment

Trustee Woods moved to adjourn the meeting at 6:47 P.M. **Trustee Brannigan** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township