



IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS NOTICE IS GIVEN HEREBY THAT THE NEXT REGULAR MEETING OF THE TOWN BOARD OF PALOS TOWNSHIP WILL BE HELD ON THE DATE SPECIFIED BELOW AT THE HOUR OF **7:00 P.M. AT 10802 SOUTH ROBERTS ROAD, PALOS HILLS, ILLINOIS**; DURING WHICH MEETING IT IS ANTICIPATED THERE WILL BE DISCUSSION AND CONSIDERATION OF AND, IF SO DETERMINED, ACTION UPON THE MATTERS CONTAINED IN THE FOLLOWING AGENDA

**PALOS TOWNSHIP
COMBINED BILL AUDIT & ROAD DISTRICT MEETING
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

October 22, 2018 - 7:00 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
 - a. Approval of Minutes of the September 10, 2018 General Meeting
 - b. Approval of Minutes of September 24, 2018 Combined Bill Audit / Road and Bridge Meeting
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 1. TOCC Ambassador
 2. Village View Ad
 - c. Highway Commissioner
6. Attorney's Report
7. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Audit and Approval of Town Fund Bills and Warrants
 2. Audit and Approval of General Assistance Bills
 3. Audit and Approval of Road and Bridge Bills and Warrants

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at clerk@palostownship.org

b. Policy and Personnel - Supervisor Schumann

1. Consideration of Resolution 2018-R-02 "**A Resolution Requiring the Clerk to Attest the Signatures of the Township Supervisor on All Payouts**"

c. Technology, Information and Automation - Trustee Riley

d. Buildings and Grounds - Trustee Jeanes

e. Public Services and Health - Trustee Brannigan

8. Unfinished Business

9. New Business

10. Citizens Wishing to Address the Board

11. Executive Session, If Needed

12. Adjournment

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Backup material for agenda item:

- a. Approval of Minutes of the September 10, 2018 General Meeting

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at clerk@palostownship.org

PALOS TOWNSHIP
10802 S. ROBERTS ROAD PALOS HILLS, ILLINOIS 60465

SEPTEMBER 10, 2018

Call to Order

The General Meeting of the Palos Township Board was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberta Road, at 7:00 P.M.

Roll Call

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

Absent: Trustee Riley

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Approval of Prior Meeting's Minutes

a. Approval of Minutes – General Meeting August 13, 2018

Trustee Woods moved to approve the minutes of the August 13, 2018, General Meeting. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

The meeting was recessed at 7:05 P.M. due to the loud screaming and chanting of the audience which were over 95% protestors. As soon as the meeting began one protestor began loudly reading a letter and would not stop. They were told three times to keep quiet to allow our government meeting to progress, but they would not, so Supervisor Schumann called for a recess.

The meeting was reconvened at 7:16, but nothing had changed. The screaming and chanting continued.

Special Presentations/Communications

There were no special presentations or communications at this meeting.

Reports of Officials

a. Supervisor/Treasurer

Supervisor Schumann reiterated, once again, that the Palos Park Parade is Saturday, September 15, 2018, at 11:00 A.M.

b. Clerk

1. Unincorporated Sticker Update

Clerk Nolan reported that the Township has collected over \$60,00 in payments for stickers for unincorporated Palos Township. This money is sent to Cook County.

2. TOCC/MTA September 8, 2018 Summer Symposium

Clerk Nolan did not attempt to give this report as the screaming and chanting would not allow it.

Attorney's Report

Attorney Peck stated that he did not have a report for the Board.

Reports of Standing Committees

a. Finance and Administration- Trustee Woods

Trustee Woods reported that he and **Trustee Riley** are working on a computer screen for the township and are also developing a u-tube channel for the township.

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann stated that she had no report for the Board.

c. Technology, Automation and Innovation – Trustee Riley

Trustee Riley was absent so there was no report for the Board from this Committee.

d. Buildings and Grounds – Trustee Jeanes

Trustee Jeanes announced that the ad for bids for the Parking Lot Reconstruction were published in the paper on August 31, 2018. The bid opening is September 18, 2018, at the Township Hall.

e. Public Services and Health- Trustee Brannigan

Trustee Brannigan stated that she will have the Health Service financials **at the next meeting.**

Unfinished Business

There was no unfinished business for the Board.

New Business

There was no new business for the Board.

Citizens Wishing to Address the Board

Supervisor Schumann asked three times if anyone wished to address the Board at this meeting. The screaming and yelling continued. No one responded.

Extremely expensive post cards condemning Trustee Brannigan were circulated. Many of the protestors were quite young and extremely loud. Where is all the money coming from for all these expensive cards and posters? The screaming and chanting continued into the township parking lot and overflowed into the parking lot of the Social Security Office.

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 at 7:20 P.M. **Trustee Woods** moved to approve the motion, and the motion was seconded by Trustee Brannigan. The motion carried unanimously. Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township

Backup material for agenda item:

- b. Approval of Minutes of September 24, 2018 Combined Bill Audit / Road and Bridge Meeting

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at clerk@palostownship.org

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

SEPTEMBER 24, 2018

Call to Order and Roll Call

The Combined Bill Audit and Road and Bridge District Meeting of the Palos Township Board was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills, Illinois, at 7:00 P.M. Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann, and Highway Commissioner Adams. Also, present was Township Attorney Erik Peck, and Road and Bridge Administrative Assistant ant, April Schrader.

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Disposition of Minutes from Previous Meeting's

a. Approval of Minutes of the Combined Bill Audit and Road and Bridge District Meeting – August 27, 2018

Trustee Brannigan moved to approve the August 27th, 2018, Combined Bill Audit and Road and Bridge District Meeting Minutes. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

Special Presentations/Communications

Trustee Nick Bobis, Rich Township, spoke to the Board concerning the **TOCC Trustee Division**. He is interested in the Palos Township Trustees becoming more involved in the TOCC Trustee Division. He gave excellent examples of the work the

division does each year. He would like one of the trustees to become the Trustee Ambassador from Palos Township, a position which **Clerk Nolan** is now occupying. He made a very interesting and compelling presentation. The next meeting of the **TOCC Trustee Division** is October 18, 2018, at Mama Luigi's in Bridgeview, Illinois, at 6:30 P.M.

Reports of Officials

a. Supervisor

1. Senate Bill 2923

Supervisor Schumann reported that Senate Bill 2923 states that beginning January 1, 2019, all Township Clerks must attest with their signature all the checks for township business incurred. There are rules to be followed concerning this bill. A discussion of this bill ensued.

b. Clerk

1. Township Communications Group

Clerk Nolan stated that the group is presently composed of 16 Townships which work together on various topics such as social media, newsletters, media releases, brochures, flyers, community outreach and more. These encompass the world of communications and marketing. It has adopted an organizational name of Township Communications of Illinois, and appointed officers to assist in promoting the group, preparing meeting topics and sharing information with the membership. The meetings are at 12 Noon once a month in varying townships.

2. Notes from the Summer Symposium - September 8, 2018

Clerk Nolan discussed the Summer Symposium that she attended on September 8, 2018, in Hanover Township. She attended the Food

Pantry Best Practices, and Employment Law sessions in addition to the opening and closing speaker sessions. **Clerk Nolan** thought it was a very informative symposium with all the sessions interesting and timely.

c. Highway Commissioner

Highway Commissioner Adams stated that the Road District has completed all the pot hole work at this time. Many permits have recently been issues by the Highway Department.

Attorney's Report

Attorney Peck stated that he had no report for the Board.

Reports of Standing Committees

Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Vouchers and Warrants – October 2018

Trustee Woods moved to approve the audit of the Town Fund Warrants and Bills in the amount of \$219.52 for the month of September, and \$10,683.64 for the month of October. **Trustee Riley** 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 and Warrants

Supervisor Schumann moved to approve the audit of the General Assistance Bills and Warrants. **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. Audit and Approval of Road District Bills and Warrants- October 2018

Trustee Woods moved to approve the audit of the Road and Bridge District Bills and Warrants in the amount of \$32,050.39, and the Administrative Expenses in the amount of \$5,452.23. **Trustee Jeanes** 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 reported that the final draft of the audit will be available soon.

c. Technology, Automation and Information – Trustee Riley

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

d. Building and Grounds – Trustee Jeanes

Trustee Jeanes informed the Board that the bids for the parking Lot reconstruction were opened at the Township Hall on September 18, 2018. The bids were all in the \$73,000 to \$77, 000 range. The winning bid will be awarded after Morris Engineering has checked that all the facts and statistics are correct. There may be a need to close the township for a day due to this project. The Health Service will need notification concerning this.

Trustee Jeanes thanked Highway **Commissioner Adams** and **Administrative Assistant April Schrader** for their help with this project.

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan reported that the Health Service fees for July were:

Cholesterol: \$190.00

Health Services: \$11, 040.00

The August fee numbers are not available now.

Unfinished Business

There was no unfinished business for the Board at this meeting.

New Business

There was no new business for the Board at this meeting.

Citizen's Wishing to Address the Board

Mr. Terry Heafey, Palos Park, had some questions concerning the Erroneous Tax Payment money which comes to the township.

Adjournment

With no further business to come before the Board, **Supervisor Schumann** asked for a motion to adjourn at 7:51 P.M. The motion to adjourn was made by **Trustee Brannigan** and seconded by **Trustee Woods**. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township

Backup material for agenda item:

1. Audit and Approval of Town Fund Bills and Warrants

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PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

From: Town Fund

Date: October 22, 2018 for November 1, 2018 Bill Audit

This is to certify that the following sums will be paid by the TREASURER of PalosTownship to the following vendor/person which amounts were allowed and audited by the Board of Trustees on the above listed date on account of the listed purposes.

No.	Date	Vendor	Purpose	Amount (GROSS)	Account Number	Check #
1	11/1/2018	Gene Adams	Payroll		10-0400	
2	11/1/2018	Alice Batol Delrosario	Payroll		30-0300	Debit
3	11/1/2018	Sharon Brannigan	Payroll		10-0500	Debit
4	11/1/2018	Carol Chamales	Payroll		30-0200	Debit
5	11/1/2018	Joan Davis	Payroll		10-0700	Debit
6	11/1/2018	Evelyn Dibbern	Payroll		20-0100	Debit
7	11/1/2018	Samantha Goerg	Payroll		10-0700	Debit
8	11/1/2018	Colleen Grant Schumann	Payroll		10-0100	Debit
9	11/1/2018	Walter A. Halek DPM	Payroll		30-0400	Debit
10	11/1/2018	Pamela A Jeanes	Payroll		10-0500	Debit
11	11/1/2018	Kathryn Keiffer	Payroll		30-0200	Debit
12	11/1/2018	Kathleen Khan	Payroll		30-0200	Debit
13	11/1/2018	Jennifer Leedy	Payroll		30-0500	Debit
14	11/1/2018	Robert E. Maloney	Payroll		10-0300	Debit
15	11/1/2018	Paula Neidenbach	Payroll		30-0200	Debit
16	11/1/2018	Jane Nolan	Payroll		10-0200	Debit
17	11/1/2018	Debra Ramos	Payroll		30-0200	Debit
18	11/1/2018	Richard C. Riley	Payroll		10-0500	Debit
19	11/1/2018	Luciano Valdez	Payroll		30-0300	Debit
20	11/1/2018	Alicia Vodicka	Payroll		30-0200	Debit
21	11/1/2018	Brent Woods	Payroll		Split	Debit
22	11/1/2018	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
23	11/1/2018	E.F.T.P.S.	Payroll -Employer FICA Expense		Split	Debit
24	11/1/2018	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-1200	Debit
25	11/1/2018	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
26	11/1/2018	Payroll Processor	Payroll Processing Fees		12-1600	Debit
27	11/1/2018	NCPERS Group Life Ins.	Voluntary Group Life Insurance	\$ 64.00	10-1510	
28	11/1/2018	Valic c/o Jp Morgan Chase Bank	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
29	11/1/2018	Call One	Telephone Service	\$ 421.57	11-1300	
30	11/1/2018	ComEd	Utilities - Electric	\$ 414.67	11-2000	
31	11/1/2018	Nicor Gas	Utilities - Gas	\$ 33.20	11-2000	
32	11/1/2018	Tressler LLP	Legal Service	\$ 512.50	12-1300	
33	11/1/2018	Richard Demma E.A.	Bookkeeping / Accounting	\$ 765.00	12-1400	
34	11/1/2018	Shred - It	Document Disposal	\$ 50.92	12-1700	
35	11/1/2018	Office Depot	Furniture - Office Chair	\$ 14.65	13-1300	
36	11/1/2018	Santiago Delgado	Landscaping / Ground Maintenance		14-1100	
37	11/1/2018	Daci Cleaning Service	Township Cleaning Service	\$ 795.00	14-1200	
38	11/1/2018	Morris Engineering Inc	Capital Improvements	\$ 2,508.25	14-1300	
39	11/1/2018	Moore Medical	Medical Supplies	\$ 256.49	31-2000	
40	11/1/2018	C&J Office Machines	Health Service - Offictee Supplies	\$ 35.00	33-1000	
41	11/1/2018	Sharon Brannigan	Reimbursement - H.S. Storage Container	\$ 89.00	33-1400	
42	11/1/2018	Colleen Grant Schumann	Reimbursement - Contingencies		40-1400	
43	11/1/2018	Dearborn National Life Ins. Co.	Life Insurance	\$ 51.75	Split	
44	11/1/2018	Cms	Group Health Insurance		Split	
45	11/1/2018					
46	11/1/2018					
47	11/1/2018					
48	11/1/2018					
49	11/1/2018					
50	11/1/2018					
Total for November 2018				\$ 6,062.00		

Additional Expenditures from October 2018

1	10/12/2018	City of Palos Hills	Utilities - Water & Sewer	\$ 64.30	11-2000	28020
2	10/29/2018	Panera	Senior Advisory Board Meeting		40-1000	
3						
4						
5						
Total Added to October 2018				\$ 64.30		

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

Co-signed:

Township Clerk

Backup material for agenda item:

3. Audit and Approval of Road and Bridge Bills and Warrants

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PALOS TOWNSHIP ROAD AND BRIDGE
STATE OF ILLINOIS
COUNTY OF COOK

This is to certify that the following sums will be paid by the **TREASURER** of **PalosTownship** to the following vendor/person which amounts were allowed and audited by the Board of Trustees on the **October 22, 2018** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
2-	ComED 08911	light rental	\$ 402.88	5133	13217
3-	ComED101315	light rental	\$ 145.14	5133	13218
	Tressler LLP	legal	\$ 410.00	6913	13219
4-	Sprint	phones	\$ 63.12	6983	13220
	Homer Industries	brush disposal	\$ 100.00	8103	13221
5-	Tri-State Disposal	hwy debris disposal	\$ 70.30	8103	13222
	Gallagher Materials	materials	\$ 252.96	5113	13223
	JULIE	notifications	\$ 104.35		13224
	Portable Equipment	Materials	\$ 116.61	5113	13225
	Edward Electric	Locate/repair	\$ 295.00		13226
10-	April Schrader	reimburse for office supply	\$ 17.95	8103	13227
	Carlson Asphalt	pavement/culvert repair deerwood	\$ 1,945.00		13228
	K-5	materials	\$ 6,468.67		13229
	Precise Tree Care	EAB Maint/treatment	\$ 10,835.00		13230
	Precise Tree Care	general non eab maint	\$ 1,800.00		13231
	VOID	VOID	VOID		VOID
11-	Kopping Ent	per contract	\$ 22,368.00		13233
12-	Gene Adams	Miles/travel Sept			
	AT&T	phones			
14-					
15-					
16-					
17-					
18-					
19-					
20-					
23-					
32-					
33-					
34-					
35-					
			\$45,394.98		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **22nd day of October 2018** examined and audited the foregoing bills, claims, charges and accounts against the Palos Township Road and Bridge Fund and have approved the same for payment.

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Highway Commissioner

Co-Signed:

Township Clerk

PALOS TOWNSHIP ROAD AND BRIDGE
STATE OF ILLINOIS
COUNTY OF COOK

This is to certify that the following sums will be paid by the TREASURER of PalosTownship to the following vendor/person which amounts were allowed and audited by the Board of Trustees on the November 1, 2018 on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 858.90	6993	EFT
2-	US Treasury US 941	Payroll Taxes	\$ 1,142.35		EFT
3-	Illinois Dept of Revenue US 501	Monthly Payroll taxes	\$ 201.80		EFT
	NCPERS	Employee deduct vol life ins	\$ 16.00	6963	
	Blue Cross Blue Scheild Illinois	Medicare supp prem	\$ 174.00	6963	
4-	April Schrader	Wages for July	\$ 3,043.18		
	Dearborn National Ins	qtrly prem life ins	\$ 34.50		
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					
			\$5,470.73		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this 1st day November 2018 examined and audited the foregoing bills, claims, charges and accounts against the Palos Township Road and Bridge Fund and have approved the same for payment.

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Highway Commissioner

Co-Signed:

Township Clerk

Backup material for agenda item:

1. Consideration of Resolution 2018-R-02 "**A Resolution Requiring the Clerk to Attest the Signatures of the Township Supervisor on All Payouts**"

At least 24 hours in advance of a scheduled public meeting, any individual with a disability who is in need of a reasonable accommodation in order to participate in the meeting should contact the office of the Road and Bridge Clerk: In person at 10802 South Roberts Road, Palos Hills, Illinois, via telephone at (708) 589-4418 or via e-mail at clerk@palostownship.org

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

PALOS TOWNSHIP

RESOLUTION 2018-R-

**A RESOLUTION REQUIRING TOWNSHIP CLERK TO “ATTEST” THE
SIGNATURES OF TOWNSHIP SUPERVISOR ON ALL PAYOUTS**

WHEREAS, Palos Township, Cook County, Illinois is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, On August 19, 2018, Governor Rauner signed Senate Bill 2923 into law (now Public Act 100- 0983) starting on January 1, 2019; and

WHEREAS, this new law requires the Township Clerk to “attest” the signature of the Township Supervisor on all payouts from the Township and Road District treasury (including payments for cemetery purposes); and

WHEREAS, the Board of Trustees has determined that it must comply with the Act by passage of this resolution.

NOW THEREFORE, THE BOARD OF TRUSTEES OF PALOS TOWNSHIP, COOK COUNTY, ILLINOIS, RESOLVE THAT THE FOLLOWING RESOLUTION TO REQUIRES THE TOWNSHIP CLERK TO “ATTEST” THE SIGNATURE OF THE TOWNSHIP SUPERVISOR ON ALL PAYOUTS BE AND HEREBY IS ADOPTED AS FOLLOWS:

Pursuant to Public Act 100-0983 and commencing on January 1, 2019, the Palos Township Clerk shall “attest” the signatures of the Supervisor on all payouts from the Township and Road District treasury (including payments for cemetery purposes). The Township will conform to and comply with all requirements set forth in Public Act 100-0983.

Attesting a document means the Township Clerk will witness or formally certify content by signing his or her name.

SECTION XII: Effective Date.

This Resolution shall be in full force and effect from and after its passage.

ADOPTED this 22nd day of October, 2018.

Supervisor, Palos Township

ATTEST:

Clerk, Palos Township