



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**

January 27, 2020 - 6:30 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
 - a. Approval of Minutes - Combined Bill Audit / Road and Bridge Meeting of December 26, 2019
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 - b. Clerk
 1. TOCC Township Day Saturday, June 20, 2020 FYI
 2. TOCC Spring Educational Conference Wednesday, June 10, 2020 FYI
 - 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 Road and Bridge Fund Bills and Warrants
 3. Audit and Approval of GA Bills and Warrants
 - b. Policy and Personnel - Supervisor Schumann

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

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

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**

December 26, 2019 – 6:30 P.M.

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Supervisor Schumann moved to allow **Trustee Brannigan** to attend the meeting by electronic telecommunication. **Trustee Riley** seconded the motion. The motion was passed unanimously.

Trustee Riley moved to allow **Trustee Woods** to attend the meeting by electronic telecommunication. **Supervisor Schumann** seconded the motion. The motion was passed unanimously.

Call to Order and Roll Call

The Combined Bill Audit and Road and Bridge District Meeting of the Township Board was called to order by **Supervisor Schumann** in the Township Hall, 10802 S. Roberts Road, Palos Hills, Illinois at 6:30 P.M. Roll call was taken by the **Clerk** of the Township, **Jane Nolan**. Present were Trustees Brannigan (electronic communication), Riley and Woods (electronic communication), Supervisor Schumann and Highway Commissioner Adams. Also present was Road and Bridge Administrative Assistant, April Schrader.

Officials present: Assessor Maloney
Highway Commissioner Adams
Clerk Nolan.

Absent: Trustee Jeanes
Attorney Peck

Disposition of Minutes of the Combined Bill Audit and Road and Bridge District Meeting – November 25, 2019

Trustee Brannigan moved to approve the minutes of the November 25, 2019, Combined Bill Audit and Road and Bridge District Meeting. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley 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 Schumann

1. Christmas Distribution

Supervisor Schumann reported that the Christmas Distribution went very well. Forty families received food and gift cards and the Township was able to give some extra food out to families who came later.

b. Clerk

1. Approval and Adaption of Resolution 2019-R-08 “A RESOLUTION ESTABLISHING THE ANNUAL CALENDAR OF REGULAR MEETINGS OF THE PALOS TOWNSHIP BOARD OF TRUSTEES FOR 2020.”

Trustee Woods moved to adopt Resolution 2019-R-08 A **RESOLUTION ESTABLISHING THE ANNUAL CALENDAR OF REGULAR MEETING OF THE PALOS TOWNSHIP BOARD OF TRUSTEES for 2020**. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley and Woods. Supervisor Schumann. Nays: None. Motion carried 4-0.

2. TOIPAC 2019

Clerk Nolan reported that this is the time for townships to donate to TOIPAC. TOIPAC is the political arm of the Township of Illinois (TOI). Each

official generally donates \$5.00 to the TOIPAC Fund. Please fill out your sheet and give your donation to **Clerk Nolan**.

c. Highway Commissioner

Commissioner Adams reported that the TOCC Board met in Bloom Township on December 11, 2019. They briefly discussed the topic concerning things township officials should be doing in the future, whether it be education for officials or employees, etc. He did tell the Board that the township officials should be concentrating on the good thing's townships do for the residents in Illinois.

The Highway Commissioners of Illinois met in September. They are going to enter an advertising program to let the residents know how much money highway commissioners save by comparing the cost of the road districts being taken over by the county and the state or being handled by the township highway commissiners. He told the Board that he wasn't sure if they knew that **Clerk Nolan** is the TOCC Secretary and he thinks this is good for Palos Township. He was very kind to say I am doing a good job.

Commissioner Adams has received a communication that the engineers for Palos Township have reached out to Orland Park and discussed the drainage problem at 133rd and 86th Avenue, Palos Park. One of the comments from the engineers from Orland was that they did not know about the gated structure at 133rd but they also know that there is a structure that accepts water north of 133rd and 86th Avenue. **Commissioner Adams** stated they need to check this again because 133rd and 86th Avenue is uphill, and there are no structures uphill. The engineers working for the township are trying to pin Orland down to give us some ideas on how we can solve the water problem. Orland engineers have stated that they don't intend to spend any money on this. Palos engineers have told them that we don't have much money either, and the drainage problem is being caused by the Village of Orland Park so they need to look further into it. No permit has been located which says that the subdivision to the west has a permit from MWRD to construct the structure in that location. The engineers for Palos Township are still working on this and they have received a report concerning this.

Attorney's Report

There was no attorney's report as Attorney did not attend the meeting.

Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Bills and Warrants

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$9,232.79 for the month of January plus an additional amount of \$20,082.14 for the month of December. Roll call was taken. Ayes: Trustees Brannigan, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

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

Trustee Woods moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$42,619.70 and the Administrative Expense in the amount \$5,712.88 for a total of \$48,339.58 for the Road and Bridge Fund Bills and Warrants. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustee Brannigan, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

3. Audit and Approval of General Assistance Bills and Warrants

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

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann informed the Board that the Holiday Party will take place on Friday, January 10, 2020 at Jen's Guest House in Willow Springs, Illinois at 6:30 P.M. Please R.S.V.P. to Samantha.

c. Technology, Information and Automation – Trustee Riley

1. Microsoft Support January 14, 2020

Trustee Riley stated that he has no answer to the Microsoft support question. He has placed a call to the Team Logic for some answers.

Trustee Woods stated that all the township computers must be updated to Windows 10.

d. Buildings and Grounds – Trustee Jeanes

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

e. Public Services and Health – Trustee Brannigan

Trustee Brannigan stated that she had no report for the Board.

Unfinished Business

There was no unfinished business to come before the Board.

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. **Trustee Woods** moved to adjourn the meeting at 6:53 P.M. **Trustee Brannigan** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township

PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

From: **Town Fund**

Date: **January 27, 2020 for February 1, 2020 Bill Audit**

This is to certify that the following sums will be paid by the **TREASURER** of **Palos Township** 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	2/1/2020	Gene Adams	Payroll		10-0400	Debit
2	2/1/2020	Alice Batol Delrosario	Payroll		30-0300	Debit
3	2/1/2020	Sharon Brannigan	Payroll		10-0500	Debit
4	2/1/2020	Megan Catrambone	Payroll		10-0700	Debit
5	2/1/2020	Carol Chamales	Payroll		30-0200	Debit
6	2/1/2020	Joan Davis	Payroll		10-0700	Debit
7	2/1/2020	Elise Farrell	Payroll		30-0200	Debit
8	2/1/2020	Samantha Goerg	Payroll		10-0700	Debit
9	2/1/2020	Colleen Grant Schumann	Payroll		10-0100	Debit
10	2/1/2020	Walter A. Halek DPM	Payroll		30-0400	Debit
11	2/1/2020	Pamela Jeanes	Payroll		10-0500	Debit
12	2/1/2020	Kathryn Keiffer	Payroll		30-0200	Debit
13	2/1/2020	Kathleen Khan	Payroll		30-0200	Debit
14	2/1/2020	Jennifer Leedy	Payroll		30-0500	Debit
15	2/1/2020	Robert E. Maloney	Payroll		10-0300	Debit
16	2/1/2020	Heather Malloy	Payroll		20-0100	Debit
17	2/1/2020	Paula Neidenbach	Payroll		30-0200	Debit
18	2/1/2020	Jane Nolan	Payroll		10-0200	Debit
19	2/1/2020	Debra Ramos	Payroll		30-0200	Debit
20	2/1/2020	Richard C. Riley	Payroll		10-0500	Debit
21	2/1/2020	Luciano Valdez	Payroll		30-0300	Debit
22	2/1/2020	Alicia Vodicka	Payroll		30-0200	Debit
23	2/1/2020	Brent Woods	Payroll		Split	Debit
24	2/1/2020	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
25	2/1/2020	E.F.T.P.S.	Payroll - Employer FICA Expense		Split	Debit
26	2/1/2020	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-1200	Debit
27	2/1/2020	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
28	2/1/2020	Payroll Processor	Payroll Processing Fees		12-1600	Debit
29	2/1/2020	Derborn National Life Ins. Co	Life Insurance	\$ 17.25	10-1500	
30	2/1/2020	NCPERS Group Life Ins.	Voluntary Group Life Insurance	\$ 32.00	10-1510	
31	2/1/2020	Valic c/o Jp Morgan Chase Bank	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
32	2/1/2020	Call One	Telephone Service	\$ 454.50	11-1300	
33	2/1/2020	Colleen Grant Schumann	Contingencies - Reimbursement	\$ 2,000.00	11-1400	
34	2/1/2020	Chalet Florist	Contingencies	\$ 145.84	11-1400	
35	2/1/2020	ComEd	Utilities - Electric	\$ 173.72	11-2000	
36	2/1/2020	Nicor Gas	Utilities - Gas	\$ 149.40	11-2000	
37	2/1/2020	Team Logic It	Technology and Automation Services	\$ 160.00	12-1100	
38	2/1/2020	IPWMAN	Membership & Dues	\$ 125.00	12-1200	
39	2/1/2020	Tressler LLP	Legal Service	\$ 4,821.50	12-1300	
40	2/1/2020	Richard Demma E.A.	Bookkeeping / Accounting	\$ 765.00	12-1400	
41	2/1/2020	Shred-It	Document Disposal	\$ 54.48	12-1700	
42	2/1/2020	Schwabb Inc	Office Supplies	\$ 93.75	13-1000	
43	2/1/2020	ITSavvy	Equipment Maintenance	\$ 2.05	13-1600	
44	2/1/2020	John Yerkes & Sons, Inc	Building Maintenance	\$ 215.00	14-1000	
45	2/1/2020	Richard Brandt	Building Maintenance	\$ 41.11	14-1000	
46	2/1/2020	Bearly Landscape Management	Landscape / Ground Maintenance	\$ 695.00	14-1100	
47	2/1/2020	Dashmire Lika	Cleaning Service	\$ 795.00	14-1200	
48	2/1/2020	Safe & Sound Systems, Inc	Alarm System	\$ 576.00	14-1500	
49	2/1/2020	Tri-State Disposal	General Waste Disposal	\$ 150.70	14-1600	
50	2/1/2020	Bridgeview Golden Agers	Service Contract Agreement	\$ 1,000.00	40-1200	
51	2/1/2020	Hickory Hills Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
52	2/1/2020	O.F.F. Evan. Luth. Church of the Good Shepard	Service Contract Agreement	\$ 1,200.00	40-1200	
53	2/1/2020	Our Lady of the Woods Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
54	2/1/2020	Palos Heights Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
55	2/1/2020	Palos Hills New Horizon Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
56	2/1/2020	Palos Park Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
57	2/1/2020	Sacred Heart Senior Fun Club	Service Contract Agreement	\$ 1,200.00	40-1200	
58	2/1/2020	St. Mark's Rockers Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
59	2/1/2020	St. Patricia's Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
60	2/1/2020	Worth Senior Citizens Friendship Club	Service Contract Agreement	\$ 1,000.00	40-1200	
61	2/1/2020	Young at Heart Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
62	2/1/2020	City of Palos Hills 39'ers Senior Club	Service Contract Agreement	\$ 1,200.00	40-1200	
63	2/1/2020	Over 50 Fellowship	Service Contract Agreement	\$ 1,200.00	40-1200	
64	2/1/2020	Willow Springs Senior Citizen Club	Service Contract Agreement	\$ 1,200.00	40-1200	
65	2/1/2020	Patse Bus Service	Patse Transportation Agreement	\$ 12,000.00	40-1300	
66	2/1/2020	McKesson	Medical Supplies	\$ 58.03	31-2000	
67	2/1/2020	Sharon Brannigan	Reimbursement - H.S. Contain-It Rental	\$ 89.00	33-1400	
68	2/1/2020	Samantha Goerg	Reimbursement - Office Supplies / Transportation	\$ 126.71	Split	
69	2/1/2020	Office Depot	Office Supplies	\$ 205.11	Split	
70	2/1/2020	CMS	Local Government Health Care	\$ 4,377.00	Split	
Total for February 2020				\$ 45,973.15		

Additional Expenditures from January 2020

1	1/13/2020	Township Officials of IL	Conferences & Meetings	\$ 50.00	10-1800	
2	1/13/2020	City of Palos Hills	Utilities - Water & Sewer	\$ 74.20	11-2000	
3	1/17/2020	Bearly Landscape Management	Landscape / Ground Maintenance	\$ 525.00	14-1100	
Total added to January 2020				\$ 649.20		

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

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 **January 27, 2020** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
2-	ComED 08911	light rental	\$ 286.36	5133	13484
3-	ComED101315	light rental	\$ 196.90	5133	13485
	Tri-State Disposal	hwy debris disposal	\$ 73.82	8103	13486
	CPW	materials	\$ 129.39	5113	13487
4-	Morton Salt	materials	\$ 7,312.80	5813	13488
	Sprint	phones	\$ 43.73	6983	13489
	Tressler LLP	Legal	\$ 667.50	6913	13490
	Morris Engineering	Engineering 133rd - 85th ave	\$ 962.50	5853	
	JULIE	semi-annual pmt	\$ 166.09	8103	
	Cook Coounty Treasurer	school flasher maint qtrly	\$ 48.00	5133	
	lpwman	public works network/shared exp	\$ 125.00	8103	
	Kopping Enterprises	per contract	\$ 30,808.00		
	Gene Adams	Travel miles for Dec	\$ 233.92	6973	
	AT&T	phones	\$ 59.63	6983	
10-					
11-					
12-					
14-					
23-					
32-					
33-					
34-					
35-					
			\$41,113.64		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **27th day of January 2020** 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 **February 1, 2020** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 927.39	6993	EFT
2-	US Treasury US 941	Payroll Taxes	\$ 1,199.48		EFT
3-	Illinois Dept of Revenue US 501	Monthly Payroll taxes	\$ 211.89		EFT
	NCPERS	Employee deduct vol life ins	\$ 16.00	6963	
	Dearborn National Insurance	qtrly premium	\$ 34.50		
	Blue Cross Blue Scheild Illinois	Medicare supp prem	\$ 186.00	6963	
4-	April Schrader	wages for January hours	\$ 3,196.15		DEBIT
	April Schrader	reimburse for office equip	\$ 29.97		
5-	April Schrader	reimb for Qtrly Med Pt B	\$ 433.80		
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					

\$6,235.18

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **1st day February 2020** 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