



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 28, 2019 - 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 of the September 23, 2019 Combined Bill Audit and Road and Bridge Board Meeting
4. Special Communications, if any
5. Reports of Officials
  - a. Supervisor
    1. Authorization to Hire a New Health Service Employee
    2. Plows Announcement
  - b. Clerk
    1. Annual TOI Education Conference
  - 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 Bills and Warrants
    3. Audit and Approval of GA 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](mailto:clerk@palostownship.org)

- b. Policy and Personnel - Supervisor Schumann
  - 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](mailto:clerk@palostownship.org)

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

**September 23, 2019 – 6:30 P.M.**

**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, Jeanes, Riley and Woods, Supervisor Schumann and Highway Commissioner Adams. Also present was Township Attorney **Erik Peck** and Road and Bridge Administrative Assistant, **April Schrader**.

**Pledge of Allegiance**

**Supervisor Schumann** led the assembly in the Pledge of Allegiance.

**Disposition of Minutes from Previous Meeting**

**a. Approval of the Minutes of the Combined Bill Audit and Road and Bridge District Meeting – August 26, 2019**

**Trustee Woods** moved to approve the minutes of the August 26, 2019, Combined Bill Audit and Road and Bridge District Meeting. **Trustee Brannigan** 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**

There were no special presentations or communications at this meeting.

## Reports of Officials

### a. Supervisor Schumann

#### 1. Discussion for employment purposes

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

### b. Clerk

#### 1. Voluntary Township Client Certification Program

**Clerk Nolan** distributed the information concerning her Voluntary Township Clerk's Certification Program. This was to introduce the Board to what exactly she had to complete in order to receive this designation.

### c. Highway Commissioner

#### 1. Voluntary Highway Commissioner Certification -FYI

**Commissioner Adams** stated that he received this certification at the Highway Commissioners Education Program in Peoria in August.

**Commissioner Adams** stated he had had communications on 133<sup>rd</sup> Street in Palos Park and was not happy with all of the comments.

Steve Dahl, the attorney from Morris Engineering, stated that we were hoping to get an As-Built from Orland Park on the developments to the west to see if there is capacity for additional flow from the township ROW. At this point, we are looking for data to explore possible solutions. It was clear from the meeting that there was a problem and we would like to explore the most cost-effective way to seek some type of relief. Orland Park answered "we were under the impression that you guys were going to try to figure out ways to safely convey the runoff to the Village's system upstream improvements (culverts, etc.,) modifications and potentially re-grading an overflow route in the Village's ROW on 86<sup>th</sup>, which the Village would likely be open to considering, but not participating in financially."

Morris Engineering does not have the plans from Orland Park yet, and they have not heard from MWRD because they do not have the plans either. There was a discussion concerning this. **Commissioner Adams** thinks MWRD should be putting pressure on Orland Park to get involved with Palos Township and this problem. The township should ask MWRD “What are you requiring Orland to do?”

**Attorney Peck** stated that the first thing necessary is that Palos Township needs something from the engineers saying what happened. The township then needs a progression of what it was before, what they did and why it is the way it is now so the Board can prepare a letter to MWRD.

**Attorney Peck** will contact MWRD in writing to see if the Township can obtain the plans pertaining to the water flow problem.

**Commissioner Adams** reported that the Road District is doing a large project, with nine different streets in the township which will commence soon. The contract was awarded to Lindahl, who was the low bidder. They will begin soon, as they understood that the project had to be completed this year. The Road District expenditures this month are unusually high due to the many projects that have been ongoing.

## **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**

**Trustee Woods** moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$11,038.68 for the month of October plus an additional \$65.02 for the month of September. The total amount is \$11,103.70. **Trustee Jeanes** seconded the motion. Roll was taken. Ayes:

Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann.  
Nays: None. Motion carried 5-0.

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

**Trustee Woods** moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$71,667.85 and the Administrative Expense in the amount of \$5,721.88 for a total of \$77,387.73 for the Road and Bridge Fund Bills and Warrants. **Trustee Brannigan** 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 General Assistance Bills and Warrants**

**Supervisor Schuman** 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.

**4. Approval of Senior Services Grant to the Palos Hills 39ers Club.**

This item was not addressed at this meeting, so it was pulled from the agenda.

**5. Authorization to Enter into an Agreement with Civic Plus**

**Trustee Woods** moved to authorize the Supervisor to enter into an agreement with Civic Plus for \$7,500.00 not to exceed \$8,000.00 for a new township website. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, and Supervisor Schumann. Nays: None. Motion carried 5-0

**b. Policy and Personnel – Supervisor Schuman**

**Supervisor Schumann** reported that Paula, Health Service nurse, has taken another job, and will only be working one day a week. There will be another

nurse taking her place, and Supervisor Schumann will let the Board know her name as soon as she has the information.

**c. Technology, Information and Automation – Trustee Riley**

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

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

**Trustee Jeanes** reported that some bushes at the front of the township building have been replaced. She is also purchasing new hoses.

**e. Public Service and Health – Trustee Brannigan**

**Trustee Brannigan** reported that she has not received the information from the Health Service for the months of August and September that she needs for her report.

**Unfinished Business**

**Trustee Brannigan** informed the Board that she will be present at the September 27, 2019 court date for protestors and activists arrested at a prior meeting. She will inform the Board of the proceedings at the next meeting.

There were questions concerning the outside cameras which the township is planning on implementing. We are waiting for the installer to come and discuss the camera options with a Board member. (Trustee Woods)

There was a discussion concerning the presentation of the cameras. They will possibly be placed on all four sides of the building with one camera at the front door. The cameras will have night vision, and the camera at the front door will have sound. The Board will also take suggestions from the installer as to the placement of the outside cameras.

**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.

### **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 Jeanes** moved to adjourn the meeting at 7:03 P.M. **Trustee Woods** 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: October 28, 2019 for November 1, 2019 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	11/1/2019	Gene Adams	Payroll		10-0400	Debit
2	11/1/2019	Alice Batol Delrosario	Payroll		30-0300	Debit
3	11/1/2019	Sharon Brannigan	Payroll		10-0500	Debit
4	11/1/2019	Megan Catrambone	Payroll		10-0700	Debit
5	11/1/2019	Carol Chamales	Payroll		30-0200	Debit
6	11/1/2019	Joan Davis	Payroll		10-0700	Debit
7	11/1/2019	Samantha Goerg	Payroll		10-0700	Debit
8	11/1/2019	Colleen Grant Schumann	Payroll		10-0100	Debit
9	11/1/2019	Walter A. Halek DPM	Payroll		30-0400	Debit
10	11/1/2019	Pamela Jeanes	Payroll		10-0500	Debit
11	11/1/2019	Kathryn Keiffer	Payroll		30-0200	Debit
12	11/1/2019	Kathleen Khan	Payroll		30-0200	Debit
13	11/1/2019	Jennifer Leedy	Payroll		30-0500	Debit
14	11/1/2019	Robert E. Maloney	Payroll		10-0300	Debit
15	11/1/2019	Heather Malloy	Payroll		20-0100	Debit
16	11/1/2019	Paula Neidenbach	Payroll		30-0200	Debit
17	11/1/2019	Jane Nolan	Payroll		10-0200	Debit
18	11/1/2019	Debra Ramos	Payroll		30-0200	Debit
19	11/1/2019	Richard C. Riley	Payroll		10-0500	Debit
20	11/1/2019	Luciano Valdez	Payroll		30-0300	Debit
21	11/1/2019	Alicia Vodicka	Payroll		30-0200	Debit
22	11/1/2019	Brent Woods	Payroll		Split	Debit
23	11/1/2019	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
24	11/1/2019	E.F.T.P.S.	Payroll - Employer FICA Expense		Split	Debit
25	11/1/2019	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-1200	Debit
26	11/1/2019	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
27	11/1/2019	Payroll Processor	Payroll Processing Fees		12-1600	Debit
28	11/1/2019	Dearborn National Life Ins. Co.	Life Insurance	\$ 17.25	10-1500	
29	11/1/2019	NCPERS Group Life Ins.	Voluntary Group Life Insurance	\$ 32.00	10-1510	
30	11/1/2019	Valic c/o Jp Morgan Chase Bank	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
31	11/1/2019	Joan Davis	Reimbursement - Conferences and Meeting	\$ 20.00	10-1800	
32	11/1/2019	Comcast	Publications/Subscriptions	\$ 238.60	11-1200	
33	11/1/2019	Daily Southtown	Publications/Subscriptions	\$ 201.50	11-1200	
34	11/1/2019	Call One	Telephone Service	\$ 457.74	11-1300	
35	11/1/2019	ComEd	Utilities - Electric	\$ 400.11	11-2000	
36	11/1/2019	Nicor Gas	Utilities - Gas	\$ 39.02	11-2000	
37	11/1/2019	Tressler LLP	Legal Service	\$ 1,763.00	12-1300	
38	11/1/2019	Richard Demma E.A.	Bookkeeping / Accounting	\$ 765.00	12-1400	
39	11/1/2019	Shred-It	Document Disposal	\$ 54.48	12-1700	
40	11/1/2019	Office Depot	Office supplies	\$ 203.22	13-1000	
41	11/1/2019	ItSavvy	Equipment Maintenance	\$ 98.99	13-1600	
42	11/1/2019	Santiago Delgado	Landscaping / Ground Maintenance	\$ 160.00	14-1100	
43	11/1/2019	Dashmire Lika	Cleaning Service	\$ 795.00	14-1200	
44	11/1/2019	Cottage Sheet Metal LLC	Building Maintenance Supplies	\$ 579.00	14-1400	
45	11/1/2019	Heather Malloy	Reimbursement - Transportation / Travel	\$ 28.53	20-1700	
46	11/1/2019	IAAO	Membership / Dues	\$ 220.00	22-1200	
47	11/1/2019	J.P. Cooke Co.	Contingencies	\$ 19.45	31-1400	
48	11/1/2019	CLIA Laborarory Program	Contingencies	\$ 180.00	31-1400	
49	11/1/2019	Jennifer Leedy	Reimbursement - Medical Supplies	\$ 389.87	31-2000	
50	11/1/2019	McKesson	Medical Supplies	\$ 252.13	31-2000	
51	11/1/2019	McKesson	Medical Supplies	\$ 490.64	31-2000	
52	11/1/2019	Patterson Dental	Medical Supplies	\$ 53.10	31-2000	
53	11/1/2019	Sharon Brannigan	Reimbursement - H.S. Contain-it Rental	\$ 89.00	33-1400	
54	11/1/2019	Samantha Goerg	Senior Advisory Board Expenses	\$ 44.79	40-1000	
55	11/1/2019	Jane Nolan	Reimbursement - Travel / Meeting	\$ 32.76	Split	
56	11/1/2019	Cms	Local Government Health	\$ 4,377.00	Split	
57	11/1/2019	Tri-State Disposal	General Waste Disposal	\$ 75.35	14-1600	
58	11/1/2019	Monteerrey Security	Contingencies	\$ 560.64	11-1400	
59	11/1/2019	Palos Lions Club	Contingencies / Special Event	\$ 900.00	Split	
<b>Total for November 2019</b>				<b>\$ 13,588.17</b>		

**Additional Expenditures from October 2019**

1	10/28/2019	Olympia Bakery	Senior Advisory Board Expenses	\$ 48.63	40-1000	
<b>Total added to October 2019</b>				<b>\$ 48.63</b>		

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 **October 28, 2019** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
2-	ComED 08911	light rental	\$ 505.35	5133	
3-	ComED101315	light rental	\$ 12.37	5133	
	Tri-State Disposal	hwy debris disposal	\$ 73.82	8103	
	Martin Implement	materials	\$ 411.75	5113	
4-	Precise Tree Care	Trimming-Removal	\$ 2,275.00		
	Precise Tree Care	EAB treatment	\$ 19,976.88		
	Morris Engineering	General Engineering	\$ 465.00		
	Tressler LLP	legal	\$ 1,896.25	6913	
	Sprint	Phones	\$ 41.55	6983	
	Stock & Field	materials	\$ 26.97		
	Cook County Treasurer	School flasher maint	\$ 40.00	5133	
	Ken-Rich Concrete Lifting	sidewalk slab jack program	\$ 1,080.00		
	Kopping Enterprise	per contract	\$ 27,611.30	various	
	Gene Adams	travel/miles	\$ 174.00	6973	
	AT&T	phones	\$ 57.95	6983	
10-					
11-					
12-					
14-					
23-					
32-					
33-					
34-					
35-					
			\$54,648.19		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **28th day of October 2019** 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, 2019** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 910.36	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 Life ins	Qtrly prem	\$ 34.50		
	Blue Cross Blue Scheild Illinois	Medicare supp prem	\$ 188.00	6963	
4-	April Schrader	Wages for October hours	\$ 3,196.15		DEBIT
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					
			\$5,756.38		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **1st day November 2019** 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

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Township Trustee

\_\_\_\_\_  
Township Trustee

\_\_\_\_\_  
Township Highway Commissioner

Co-Signed:

\_\_\_\_\_  
Township Clerk