



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 DATE, TIME AND LOCATION SPECIFIED BELOW; 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
BOARD MEETING
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

June 29, 2023 - 6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Prior Meeting's Minutes

A. Approval of Palos Township Board Meeting Minutes of May 22, 2023

5. Recognitions / Proclamations / Presentations / Communications

6. Reports of Officials

A. Supervisor/Treasurer

1. Discussion of new Trustee for Palos Fire Protection District

B. Clerk

1. TOCC Annual Meeting June 22, 2023 Oakbrook. These officials are attending: Clerk Nolan, Trustee Abuzir, Highway Commissioner Adams

C. Highway Commissioner

7. Attorney's Report

8. Reports of Standing Committees

A. Finance and Administration - Trustee Woods

1. Audit and Approval of Town Fund Bills and Warrants Dated July 1, 2023

2. Audit and Approval of Road and Bridge Fund Bills and Warrants Dated July 1, 2023

3. Audit and Approval of General Assistance Fund Bills Dated July 1, 2023

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

C. Technology, Automation and Information - Trustee Riley

D. Buildings and Grounds - Trustee Jeanes

E. Public Services and Health - Trustee Abuzir

9. Unfinished Business

10. New Business

11. Citizens wishing to address the Board

12. Executive Session (If determined necessary)

13. 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 BOARD MEETING
10802 S. ROBERTS ROAD
PALOS HILLS, ILLINOIS 60465**

May 22, 2023 – 6:30 P.M.

Call to Order

The Palos Township Meeting of the Township Board was called to order by **Supervisor Schumann** in the Township Hall, 10802 S. Roberts Road, Palos Hills, Illinois 60465 at 6:30 P.M.

Roll Call

Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann, and Highway Commissioner Adams.

Absent: Trustee Riley

Officials present: Clerk Jane Nolan
Assessor Robert Maloney

Others present: April Schrader, Administrative Assistant, Road and Bridge District (Palos)
Mr. Edward Verdino, Resident
Dr. M. Barakat, Resident

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Approval of Prior Meeting's Minutes

A. Approval of the Palos Township Board Meeting of April 24, 2023.

Trustee Woods moved to approve the minutes of the April 24, 2023 Township Board Meeting. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

Recognitions/Proclamations/Presentations/Communications

There were no Recognitions/Proclamations/Presentations/Communications at this meeting.

Reports of Officials

A. Supervisor/Treasurer

1. Discussion of Cost-of-Living Increases for Employees

Supervisor Schumann reported that there was a discussion concerning this at the last meeting. She recommended a four percent (4%) cost-of-living increase for the township employees.

Trustee Jeanes moved that the Township Board approve a four percent (4%) raise for the employees of the township. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0

B. Clerk

1. TOCC Annual Meeting June 22, 2023, 5PM – 8:30 PM, Doubletree Hotel, Oakbrook

Clerk Nolan thanked the Board members for giving her a copy of their Statements of Economic Interest. She informed them that she had supplied them with an information sheet concerning the TOCC Annual Meeting. She advised that if they were unable to attend the “break out” sessions, they could attend the business meeting and dinner. Tickets for this meeting can be purchased on the TOCC website. The cost is \$35.00

per person. The township will pay for your ticket. Please let **Clerk Nolan** or **Cara Phelps** at the township know if you plan to attend.

C. Highway Commissioner

Highway Commissioner Adams reported that the engineers and surveyors are locating property lines on 85th Avenue, and 130 Street (which they need). The area is being measured to enable the Road District to request bids for street resurfacing.

Attorney's Report

a. Consideration of Resolution No. 2023-R-03, a RESOLUTION AUTHORIZING THE FORMATION OF A DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY

Attorney Peck reported that there are two resolutions for consideration concerning the formation of the Decennial Committees on Local Government Efficiency. One resolution will be for the Town of Palos and the other resolution will be for the Palos Township Road District

Caitlin Frenzer from Tressler, LLP explained some facts concerning the Decennial Committees. Last year the Decennial Committee on Local Government Efficiency Act was passed and required that formation of a committee. The committees must be formed by June 10, 2023, and are required to meet three times over the next eighteen months. Once the committees have met three times, each committee will submit a report to the county within their jurisdiction. Also, after every single meeting a survey must be given to any residents who attend the meeting.

Tressler, LLP has drafted all the reports that the township will need, such as a blank report to submit to the county, and copies of a survey to give to the people who attend the meeting plus a draft agenda for the first committee meeting.

There is also a resolution for each committee which adopts public comment and rules the public must abide by.

The purpose of this committee is to look at different units of governments levels of efficiency. Such as, what the governments are doing well and what they think they can be improved upon.

There was a discussion of which units of government must do this. It is any unit of government that levies its own taxes. There are not different rules for the two committees.

Supervisor Schumann moved for the consideration of Resolution No. 2023-R-03, a **RESOLUTION AUTHORIZING THE FORMATION OF A DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY** as stated by Attorney Peck with the Members Being the Township Board of Trustees, the Supervisor and Elected Public Members of Jane Nolan and April Schrader. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

b. Consideration of Resolution No.2023-01-R, a RESOLUTION AUTHORIZING THE FORMATION OF A DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY

Trustee Woods moved for the consideration of Resolution No. 2023-01-R, a **RESOLUTION AUTHORIZING THE FORMATION OF A DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY** with the Members Colleen Grant Schumann, Brent Woods, Tasneen Abuzir, Pam Jeanes, Richard C. Riley, Gene Adams, Edward Verdino and April Schrader. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

c. Discussion of an Adoption of a Remote Meeting Policy

Attorney Peck explained that after May 11, 2023 remote meetings will no longer be permitted by the township. This was an order entered by the Governor. Attorney Peck would like to review this subject and report back to the Board at the next meeting.

Reports of Standing Committees

A. Finance and Administration – Trustee Woods

The Board recognized Assessor Maloney at this point.

Assessor Maloney stated that reassessment in 2023 will be busy. Exemptions begin in the Spring, and appeals are usually later. These two things could overlap. He gave some explanations of townships that have overlapped and how there was a huge increase in appeals. If it overlaps the Assessor's office would need extra help. If not, they will manage to complete what they need to do. **Supervisor Schumann** stated that someone would be able to help, and this would be done with the Board's approval.

**PALOS TOWNSHIP
MINUTES OF THE PUBLIC HEARING OF THE
TOWNSHIP BOARD AND THE ROAD AND BRIDGE DISTRICT
May 22, 2023**

1. Budget Hearing for Consideration of Ordinance No. 2023-O-02

The Public Hearing of the Tentative Budget and Appropriation Ordinance No. 2023-O-02 was called to order by **Supervisor Schumann** in the Township Hall, 10802 S. Roberts Road, Palos Hills at 7:00 P.M.

Supervisor Schumann moved to open the Public Hearing for the 2023-2024 Budget and Appropriation Ordinance for the Town of Palos. **Trustee Woods** seconded the motion. The motion was passed unanimously.

2. **Trustee Woods** asked that the Board consider Ordinance No. 2023-O-02 which is the **BUDGET AND APPROPRIATION ORDINANCE FOR PALOS TOWNSHIP AND GENERAL ASSISTANCE FUND, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING APRIL 1, 2023, AND ENDING MARCH 31, 2024.**

Trustee Woods reported that the beginning balance of the Town Fund on April 1, 2023 was \$1,236,910.

Projected Revenues of the 2023 Town Fund are \$1,279,700.00.

Projected Expenditures of the 2023 Town Fund are \$1,056,740.00.

The Town Fund balance is \$1,459,870.00 which is a town fund surplus of \$222,900.00. The surplus is about the same as the end of last year. The Town Fund is doing well and is balanced.

The General Assistance Fund balance is \$287,097.00, and **Projected Revenues of the 2023 General Assistance Fund** are \$131,600.00, **Projected Expenditures of the 2023 General Assistance Fund** are \$105,514.00 for a **balance of \$313,183.00.00**. There is a surplus in the General Assistance of \$26,000.00.

In the Administrative Department there are few changes other than increasing the cost-of-living salary increases by 4 %.

The Building and Grounds budget last year was approximately \$8-10,000.00 for building maintenance.

The actual total was \$9,359.00. This year there will be many improvements and the budget was increased to \$50,000. There was a consensus that more money would be needed to complete the improvements so that line of the budget was increased to \$75,000.00. The appropriation ordinance will be changed to \$82,500.00. The department budget must be changed. The ordinance will be changed, and a new ordinance will be done.

The Assessor's Budget does not have much going on. There was a **decrease** in the Assessor's Office of \$17,233.00.

In the Department of the Health Services the only real change reflected is the 4% cost-of-living increase in salaries.

Trustee Woods added a line item to the Public Services for the Disability Awareness Committee expenses of \$10,000.00. PATSE and Senior Services contracts are the same. All numbers are close to last year's budget.

1. **Supervisor Schumann** stated that the notice of the hearing was published in two local newspapers for a period of 30 days.
2. Public comments: None
3. There were no written questions sent to the township concerning the 2023-2024 Budget and Appropriation Ordinance.

Supervisor Schumann moved to close the Public Hearing at 7:00 P.M. **Trustee Woods** seconded the motion. The motion was passed unanimously.

Trustee Woods moved to adopt **ORDINANCE 2023-0-02 BUDGET AND APPROPRIATION ORDINANCE FOR PALOS TOWNSHIP, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING APRIL 1, 2023, AND ENDING MARCH 31, 2024 AS AMENDED AT THE PUBLIC HEARING TO REFLECT THE ADDITIONAL \$25,000 IN BUILDINGS AND GROUNDS.** **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

3. Audit and Approval of Town Fund Bills and Warrants Dated June 1, 2023

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants Dated June 1, 2023, in the amount of \$16,554.07. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

4. Audit and Approval of General Assistance Fund Bills and Warrants Dated June 1, 2023

Supervisor Schumann moved to approve the audit of the General Assistance Fund Bills Dated June 1, 2023. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

5. Budget Hearing for Consideration of Ordinance No. 2023-01-O

The Public Hearing of the Tentative Budget and Appropriation Ordinance for the Road and Bridge District was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills at 7:13 P.M.

Supervisor Schumann moved to open the Public Hearing for the 2023-2024 Budget and Appropriation Ordinance for The Palos Township Road and Bridge District at 7:13 P.M. **Trustee Woods** seconded the motion. The motion was passed unanimously.

Attorney Peck asked the Board to consider **ORDINANCE 2023-01-O** which is the **BUDGET AND APPROPRIATION ORDINANCE FOR THE PALOS TOWNSHIP ROAD AND BRIDGE DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING APRIL 1, 2023, AND ENDING MARCH 31, 2024.**

Attorney Peck stated that the Road and Bridge District Budget remains the same as last year. The Commissioner has been able to keep his expenditures the same as last year.

The Total Estimate of Revenues for the Road and Bridge District is \$190,800.00.

Total General Road Budgeted: \$198,546.00.

Total Hard Road Budgeted: \$800,000.00.

Total Appropriation for the Road and Bridge Fund is \$1,720.606.00.

Supervisor Schumann asked for any questions from the public. There were no questions or comments.

Supervisor Schumann moved to close the public hearing for the Road and Bridge District at 7:16 P.M. **Trustee Woods** seconded the motion. The motion was passed unanimously.

Attorney Peck explained that there is the Township budget and the Road District budget and these are two different budgets and that is why you have two different hearings.

- 6. Trustee Woods** moved to adopt **ORDINANCE 2023-01-0 BUDGET AND APPROPRIATION ORDINANCE FOR THE PALOS TOWNSHIP ROAD AND BRIDGE DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR COMMENCING APRIL 1, 2023 AND ENDING MARCH 1, 2024.**

Supervisor Schumann seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

Highway Commissioner Adams reported that the state of Illinois has appropriated \$80,000.00 to go to each Road District which will be added to the road construction. No township has seen this money yet, and **Commissioner Adams** will not add this to his budget until he receives the money.

Public Comment: None

Supervisor Schumann stated that the notice of the hearing was published in the local newspaper for a period of thirty days.

- 7. Audit and Approval of Road and Bridge Fund Bills and Warrants Dated June 1, 2023.**

Trustee Woods moved to approve the audit of the Road and Bridge District Fund Bills Dated June 1, 2023 in the amount of \$25,969.19, and the Administrative Expense in the amount of \$6,033.42 for a total of \$32,002.11. **Trustee Abuzir** seconded the motion. Roll call was taken.

Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

Trustee Woods discussed the No Cash Bid Program that is sponsored by Cook County. He contacted the County to see if Palos Township could become a part of this program, and they said we can participate. The way it works is when parcels of land go up for a tax sale, and no one bids on them, the parcels would then go to whatever municipality or government agency had submitted a NCB (No Cash Bid). We would apply to get the property, and if we were accepted, they would give us the property. Then we would determine how we would use the land. The Board agreed this was a good thing to do. **Trustee Woods** will complete and submit the application. The Supervisor will receive notices concerning this. There are other things involved in this. **Attorney Peck** explained the NCB's further for the Board.

B. Policy and Personnel – Supervisor Schumann

Supervisor Schumann reported that Dr. Halek has had podiatry surgery. One of the nurses had knee surgery and has returned to work. There are no personnel issues currently.

c. Technology, Automation and Information – Trustee Riley

Trustee Riley did not attend the meeting so there was no report for the Board.

d. Building and Grounds – Trustee Jeanes

Trustee Jeanes does not have the information from the contractor that she needs. The new stoop and railing work has been completed. It is much appreciated. The area looks much better.

e. Public Services and Health – Trustee Abuzir

Trustee Abuzir reported the Cholesterol and Health Service fees for the month of April as follows:

Cholesterol	\$	340.00
Health Service Fees		210.00
Total	\$	550.00

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 citizen's who wished 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 Woods** moved to adjourn the meeting at 7:30 P.M. The motion was passed unanimously.

Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township



Township of Palos

BILL AUDIT (July 2023)

June 5 - July 1, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
1411101 OLD NATIONAL						
06/05/2023	Check	29923	Imagetech		10-10-40-102 101040:TECHNOLOGY EQUIPMENT	(83.16)
06/05/2023	Check	29924	City of Palos Hills		10-20-20-104 102020:UTILITIES	(70.58)
06/06/2023	Check	29925	Township Officials of Cook County		10-10-10-211 101010:CONFERENCES/MEETINGS	(35.00)
07/01/2023	Check	29926	Peerless Network		10-10-20-104 101020:TELEPHONE	(381.25)
07/01/2023	Check	29927	Com Ed		10-20-20-104 102020:UTILITIES	(331.34)
07/01/2023	Check	29928	Valic		10-10-10-207 101010:EMPLOYEE PAID BENEFITS	(150.00)
07/01/2023	Check	29929	The Big Blue Box		10-40-40-106 104040:OTHER SUPPLIES/MATERIALS	(89.00)
07/01/2023	Check	29930	Lika Construction Chicago		10-20-30-103 102030:CUSTODIAL/CLEANING SERVICES	(1,195.00)
07/01/2023	Check	29931	Richard Demma & Associates		10-10-30-106 101030:BOOKKEEPING SERVICES	(765.00)
07/01/2023	Check	29932	Ncpers		10-10-10-207 101010:EMPLOYEE PAID BENEFITS	(48.00)
07/01/2023	Check	29933	Richard Brandt		10-20-30-101 102030:BUILDING MAINTENANCE	(100.00)
07/01/2023	Check	29934	Tri-State Disposal Inc.		10-20-20-102 102020:GENERAL WASTE DISPOSAL	(86.49)
07/01/2023	Check	29935	Central Management Services - LGHP		-Split-	(4,322.00)
07/01/2023	Check	29936	ODP Business Solutions		10-10-40-100 101040:OFFICE SUPPLIES	(211.27)
07/01/2023	Check	29937	Chalet Florist		10-50-20-105 105020:CONTINGENCIES	(70.94)
07/01/2023	Check	29938	Township Officials of Illinois		10-10-30-104 101030:MEMBERSHIPS/DUES	(1,229.45)
07/01/2023	Check	29939	Stericycle, Inc.		10-10-30-109 101030:DOCUMENT DISPOSAL	(127.90)
07/01/2023	Check	29940	McKesson Medical Surgical		10-40-20-117 104020:MEDICAL SUPPLIES	(114.70)
07/01/2023	Check	29941	Southwest Messenger Press		10-10-20-101 101020:PUBLISHING/ADVERTISING	(300.00)
07/01/2023	Check	29942	United States Postal Service		10-10-20-102 101020:POSTAGE AND DELIVERY	(378.00)
07/01/2023	Check	29943	Imagetech		10-10-40-102 101040:TECHNOLOGY EQUIPMENT	(50.08)
07/01/2023	Check	29944	Hinckley Springs		10-10-40-108 101040:OTHER SUPPLIES/MATERIALS	(35.74)
07/01/2023	Check	29945	Daily Southtown		10-10-20-103 101020:PUBLICATIONS/SUBSCRIPTIONS	(111.30)
07/01/2023	Check	29946	Petty Cash		10-10-40-108 101040:OTHER SUPPLIES/MATERIALS	(400.00)
07/01/2023	Check	29947	Old National Wealth Management		10-10-20-107 101020:BANKING SERVICES	(125.00)
07/01/2023	Check	29948	Johnson Controls Security Solutions		10-20-20-100 102020:ALARM SYSTEM	(318.00)
07/01/2023	Check	29949	Tressler LLP		10-10-30-105 101030:LEGAL SERVICES	(1,816.75)
07/01/2023	Check	29950	Nicor Gas		10-20-20-104 102020:UTILITIES	(66.84)
07/01/2023	Check	29951	Comcast		10-10-30-102 101030:TECHNOLOGY/AUTOMATION SERVICES	(453.79)
07/01/2023	Check	29952	Diaz Landscaping		10-20-30-102 102030:LANDSCAPING/GROUNDS MAINTENANCE	(1,755.00)
07/01/2023	Check	29953	James Malcolm		10-20-30-101 102030:BUILDING MAINTENANCE	(100.00)
07/01/2023	Check	29954	Cara Feltz		10-20-40-101 102040:BUILDING MAINTENANCE SUPPLIES	(57.97)
07/01/2023	Check	29955	Heather Malloy		10-30-10-210 103010:TRANSPORTATION /TRAVEL	(24.76)
07/01/2023	Check	29956	Jane Nolan		10-10-10-210 101010:TRANSPORTATION/TRAVEL	(120.96)
07/01/2023	Check	29957	Amazon Capital Services		10-10-40-100 101040:OFFICE SUPPLIES	(32.85)
07/01/2023	Check	29958	Santiago Delgado		10-20-30-102 102030:LANDSCAPING/GROUNDS MAINTENANCE	(175.00)
Total for 1411101 OLD NATIONAL						\$ (15,733.12)

Note

This is to certify that the foregoing 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.

Township Supervisor

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Clerk