



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**

**April 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 March 23, 2020
4. Special Communications, if any
5. Reports of Officials
  - a. Supervisor
    1. Donation to The Center
    2. Cost of Living
  - b. Clerk
    1. Ethics Statements Due May 1, 2020 FYI
    2. Messages from TOCC
  - 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 Warrant
    2. Audit and Approval of Road and Bridge Fund 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)

3. Audit and Approval of GA Bills and Warrants
  - 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

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

**March 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**. The meeting was held via internal conference call pursuant to Executive Order of the Governor. It was held via video/audio conference on [WWW.Zoom.US](http://WWW.Zoom.US) at 6:30 P.M.

All persons interested in attending were able to do so by visiting the website at [www. Palos Township.org](http://www.PalosTownship.org) and selecting the link to JOIN THE MEETING.

All persons wishing to address the Board will be permitted to do so through the web conference platform, following the standard rules previously adopted by the Board.

The Township Hall was not opened for the meeting.

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 Attorney Erik Peck, and Road and Bridge Administrative Assistant, April Schrader.

**Officials present:** Clerk Nolan

**Absent:** Highway Commissioner Adams

**Pledge of Allegiance**

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

**Disposition of Minutes of from Previous Meeting**

**a. Approval of Minutes – Combined Bill Audit and Road and Bridge Meeting of February 24, 2020**

**Trustee Woods** moved to approve the minutes of the Combined Bill Audit and Road and Bridge District Meeting of February 24, 2020. **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**

**Supervisor Schumann** discussed what has been going on in the township during this time. The township is closed and the staff is in place. There has been a large community outreach for food from the pantry. There have been many phone calls to the township. The lobby has been open. Since the township is in appeal season the residents come to the lobby to fill out their appeals, and they are picked up and completed in that fashion. This will continue for the time being.

**b. Clerk**

**1. Ethics Statement – File by May 1, 2020**

**Clerk Nolan** informed the Board that their ethics statements are in their e-mails and they must be completed by May 1, 2020. Please submit a copy to the Clerk for her records.

**2. Adopt or Approve Executive Session Minutes from March 10, 2020**

**Trustee Woods** moved to approve Executive Session Minutes of March 10, 2020. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None.

### **3. Approve 2020 Town Meeting Agenda**

**Trustee Woods** explained the functions of the Town Meeting for any residents who were listening. **Attorney Peck** further explained details of the Town Meeting.

**Supervisor Schumann** moved to approve the 2020 Town Meeting Agenda. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

#### **c. Highway Commissioner**

**Supervisor Schumann** stated that she has not received anything from Highway Commissioner Adams to be discussed at this meeting.

#### **Attorney's Report**

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

#### **Reports of Standing Committees**

##### **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 \$17,553.28 for the month of April plus an additional amount of \$1,669.77 for the month of March. The total amount of the Town Fund Bills and Warrants is \$19,223.05. **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 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 \$34,761.76 and the Administrative Expense in the amount of \$6,107.71 for a total of \$40,942.47 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**

**Trustee Woods** explained these bills are just the Administrative costs as the dollar amounts are covered under HIPPA, and the dollar amounts of residents receiving these cannot be posted.

**Supervisor Schumann** moved to approve the audit of the General Assistance and Bills and Warrants. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0

**Trustee Woods** is continuing on with the budget preparation. He should have the estimate of revenues by the end of this week. A preliminary budget should be available for the Bill Audit Meeting in April.

**Trustee Woods** inquired if the April 13 General Meeting could be changed to April 6, 2020 as he will not be in town for the April 13<sup>th</sup> meeting. The Board members agreed to the meeting change. The Clerk informed the Board that the change of meeting must be posted at the township and placed on the website. These things will be done by Clerk Nolan and Trustee Woods.

### **b. Policy and Personnel – Supervisor Schumann**

**Supervisor Schumann** stated that there was no change in policy. The staff is working with the G.A. clients concerning the Easter Distribution. The Easter Baskets have arrived from the Palos Park Women's Club. Due to the current

situation with little contact with the residents the Easter distribution will be difficult this year. This year gift cards will be given instead of food, and the Easter Baskets, themselves, will be picked up by the residents.

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

**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 Brannigan** moved to adjourn the meeting at 6:50 P.M. **Trustee Woods** seconded the motion. The motion was

passed unanimously. Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**