



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**

November 28, 2022 - 6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Prior Meeting's Minutes

a. Approval of the Palos Township Board Meeting Minutes of October 24, 2022

5. Recognitions / Proclamations / Presentations / Communications

6. Reports of Officials

a. Supervisor/Treasurer

a. Recap of TOI Conference November 13-15, 2022

b. Clerk

a. Ordinances vs Resolutions vs Proclamations FYI

b. Holiday Party December 15, 2022 Francesca's Vincinato, Palos Park

c. Highway Commissioner

7. Attorney's Report

a. Motion to approve Cook County Sheriff's Proclamation for their 100th Anniversary

b. Consideration of Resolution 22-R-03 determining the amount of money estimated to be levied in accordance with the Truth in Taxation law for Palos Township, Cook County, Illinois for the 2022 levy year

c. Consideration Resolution 2022-R-03 determining the amount of money estimated to be levied in accordance with the Truth in Taxation law for Palos Township Road District, Cook County, Illinois for the 2022 levy year

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

8. Reports of Standing Committees

a. Finance and Administration - Trustee Woods

- [a.](#) Audit and Approval of Town Fund Bills and Warrants Dated December 1, 2022
- b. Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated December 1, 2022
- c. Audit and Approval of General Assistance Fund Bills Dated December 1, 2022

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**

October 24, 2022 – 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 6:32 P.M.

Roll Call

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

Trustee Woods moved to approve that Highway Commissioner Adams attend the meeting by telecommunication. **Trustee Jeanes** seconded the motion. The motion was passed unanimously.

Absent: Trustee Riley

Officials present: Clerk Jane Nolan
Assessor Robert Maloney

Others present: April Schrader, Administrative Assistant, Road and Bridge District (Palos)

Jim Seay – Clean Energy
Brian Putkiewicz – Clean Energy

Andrew Pouvris CCSPD
Theodore Strajra CCSPD
Mary Przylski CCSPD
Martin W. Kasik CCSPD

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Approval of Prior Meeting's Minutes

- a. Approval of Minutes of the Palos Township Board Meeting of September 26, 2022.

Trustee Jeanes moved to approve the minutes of the September 26, 2022 Township Board Meeting. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, and Woods, and Supervisor Schumann. Nays: None. Motion carried 4-0.

Recognitions/Proclamations/Presentations/Communications

- a. Welcome Cook County Sheriff's Department and Recognition of their 100th Anniversary with a Proclamation from Palos Township.

Attorney Peck read the proclamation aloud. The proclamation was presented to the Sheriffs by **Supervisor Schumann**, and pictures were taken.

The Palos Township Board thanked the Cook County Sheriffs for all that they do and will continue to do. They will be sending Palos Township an oral history in the future.

- b. Motion to approve the Proclamation for the Cook County Sheriff's Department for their 100th Anniversary.

- c. Mr. Jim Seay - Future Energy Program

Mr. Jim Seay discussed the electric aggregation program. He introduced his partner Mr. Brian P. Putkiewicz.

He stated that the price of energy from Com Ed was 11.4 and is now 11.8. He and his partner went to service companies for bids and they chose a company called MC2 which is one of the largest companies in the area and they came out with a rate of 9.19. This is a great rate at this time. It is a two-year contract which will start in March. They will start sending letters to the residents in the next 60 days. Brian and Jim will be available to answer any questions and to meet with residents concerning this.

The residents have the option to opt out at any time and go back to Com Ed at the end of the two-year period. Jim will go back to the supplier and re-negotiate the contract along with including new suppliers. The contract must be signed tonight as the rates will rise tomorrow. Please forward any bills received to Jim Seay.

Reports of Officials

a. Supervisor/Treasurer

Supervisor/Treasurer reported that the township is getting ready for the holiday distributions at both Thanksgiving and Christmas.

b. Clerk

a. TOCC Notes on Symposium Saturday, September 24, 2022.

Clerk Nolan reported that she did attend this symposium. There were two break-out sessions.

One was about improving your Food Pantry and the other was about Township Foundation and the benefits of having one.

Some of the point stated were:

1. Township Foundations provide additional surveys to residents, and provide a way residents can give donations.
2. Foundations may engage in activities that are outside of the scope of township authority.

3. The Foundation does not “belong” to the township.
4. There are no “private benefits” included and there is no lobbying or political activity.
5. Getting involved in a foundation requires a good amount of work.
6. The township can give nothing to the foundation, but the foundation can give to the township.

There was also a Legislation Forum at the beginning of the symposium. Two state representatives spoke and answered questions.

Some of the things they feel townships can do to become more involved with their state representatives are:

1. Have zoom meetings with your state representatives.
2. Tour your township with your state representatives.
3. Ask your representatives the way to access grants.
4. Tell your representatives if there is a problem.
5. Show how your services are provided for at your township.
6. Improve your food pantries
7. Reach out to your representative for help to partner with state agencies.

b. Notes from Cook County Elections Operation Center Tour and Information.

Clerk Nolan attended this tour and information event in Cicero, Illinois. She reported that it was a fantastic tour where she was able to see how our elections are run and learn new concepts. The most impressive speaker spoke about mail ballots.

Some of the points of importance were:

1. Residents can track their mail ballot.
2. You will get an e-mail after they receive your ballot.
3. If you change your mind you can vote in-person as long as your ballot has not been returned.

4. There are secure boxes at all Early Voting places where you can leave your ballot and it will be date stamped.

Cook County has 803 polling places, 1400 precincts, and 54 Early Voting Sites.

c. Highway Commissioner Adams

Highway Commissioner Adams reported that they have been doing some road surfacing lately. The Road District was not able to get material all summer due to the strike. There is a contractor who bore a hole through the bypass pipe at 130th Street which caused an obstructed and then caused a great deal of flooding. The bypass pipe from the creek was installed around 130th Street which eliminated the flooding in that area. This was the fault of AT & T. The Road District is working to get our money returned from them.

Th Highway District has come to a conclusion concerning 133rd Street. MWRD has now said the money for the Road District project will be \$130,000 instead of \$100,000.

Attorney's Report

- a. Reaffirm – Vote on Resolution 2022-R-02. **A RESOLUTION OF THE PALOS TOWNSHIP ROAD DISTRICT-COOK COUNTY, ILLINOIS APPROVING AN INTER GOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP ROAD DISTRICT AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO FOR THE DESIGN, CONSRUCTION, OPERATION, AND MAINTENANCE OF THE 133RD STREET DRAINAGE IMPROVEMENTS PROGRAM IN PALOS TOWNSHIP, ILLINOIS.**

Trustee Woods moved to re-affirm RESOLUTION 2022-R-02 A RESOLUTION OF THE PALOS TOWNSHIP ROAD DISTRICT-COOK COUNTY, ILLINOIS APPROVING AN INTER GOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP ROAD DISTRICT AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO FOR THE DESIGN, CONSTRUCTION, OPERATION AND MAINTENANCE OF

THE 133RD STREET DRAINAGE IMPROVEMENTS PROGRAM IN PALOS TOWNSHIP, ILLINOIS. Supervisor Schumann seconded the motion. Roll call was taken, Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann, Nays: None. Motion carried 4-0.

- b. Consideration of Acceptance of Bid Proposal of the 133rd Street Ditch Project

Attorney Peck reported on the bid proposal process which took place on October 20, 2022, at 11:00 A.M. There were three bids received and the lowest bid was submitted by Acura Ink for \$130,029.00. This is the bid that the Highway Commissioner will accept. The project should be done by the end of the year.

Reports of Standing Committees

- a. **Finance and Administration – Trustee Woods**

a.Audit and Approval of Town Fund Bills and Warrants Dated November 1, 2022

Trustee Woods moved to approve the audit of the Town Fund Bills and moved Warrants dated November 1, 2022 in the amount of \$13, 916.94 and the additional amount in October of \$682.21 for a total of \$14,599.15. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays. None. Motion carried 4-0.

b.Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated November 1, 2022.

Trustee Woods moved to approve the audit of the Road and Bridge District Fund Bills and Warrants in the amount of \$40,360.96 and the Administrative Expense in the amount of \$6,395.59 for a total of \$46,756.55. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

c.Audit and Approval of General Assistance Bills and Warrants Dated November 1, 2022.

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

Trustee Woods discussed the upcoming training for the staff and himself concerning the new finance software. The township is going with a web-based service. The training will be done on zoom and will start next week. Many new things will happen. For example, our check register will be online. The dates can be decided by the staff. Different parts of the process will be explained on different days. This is government software. It will cut Trustee Wood's time down from weeks to days when he is working on the budget.

b.Policy and Personnel – Supervisor Schumann

Supervisor Schumann reported that the Health Service is quite busy and they will be down one nurse who is having foot surgery.

Clerk Nolan invited everyone to the Annual Christmas Party on Thursday, December 15, 2022 at Francesca's Vincinato in Palos Park at 7:00 P.M.

c.Technology, Automation and Information – Trustee Riley

There was no report from **Trustee Riley** as he did not attend the meeting.

d.Building and Grounds – Trustee Jeanes

Trustee Jeanes reported that the person who will change the switch in the automatic door will be at the township soon to complete this.

e.Public Services and Health – Trustee Abuzir

Trustee Abuzir reported the cholesterol and Health Service fees for the month of October.

They are as follows:

Cholesterol	\$ 125.00
Health Service Fees	185.00
Total	\$ 310.00

Unfinished Business

There was no unfinished business to come before the Board.

New Business

Supervisor Schumann reported that the Palos Lions is one of the hosts for the First Responders Dinner on Wednesday, November 2, 2022. The responders being honored are the area police. All township officials are invited to attend.

Citizen's Wishing to Address the Board

There were no citizens 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 Jeanes** moved to adjourn the meeting at 7:15 P.M. **Trustee Woods** seconded the motion. The motion was passed unanimously.

Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township

ORDINANCES vs RESOLUTIONS vs PROCLAMATIONS

ORDINANCES establish a permanent rule of conduct, which will be in force/effect until changed or repealed by another ordinance.

- once passed, it becomes township law.
- formal expression of authority
- violation of an ordinance can be punishable by forfeiture, fine or imprisonment

Examples: Budget & Appropriation Ordinances

Township Road District allowing/prohibiting parking on streets

Township placement of signs prohibiting the carrying of concealed firearms

RESOLUTIONS will not always be intended to have a continuing effect.

- no forfeiture or penalty if there's a violation
- written expression of an opinion
- simply a statement agreed upon, with regard to, a certain proposition or to establish a policy
- may be considered a "one-time" proposition
- may be used to place a referendum on the ballot in an upcoming election
- bestow authority to take certain action
- designate someone to transact business
- may be used to show support of some idea or to honor an outstanding individual

Examples: Payroll Resolutions

Support of "Seeing Motorcycles" campaign

Intergovernmental Agreements

One-time transfer of monies from Town to Road District

PROCLAMATIONS

- that which is proclaimed or announced officially (Webster's Unabridged Dictionary, 1966)
- to announce or make known publicly or officially; declare (Webster's Collegiate Dictionary, 2002)
- to make plain, manifest
- to praise, laud
- look under "Declaration" (Merriam-Webster Thesaurus 1989)

Examples: Nurses Week in township

Mental Health Awareness month in township

Recognizing Birthday of eldest resident in township

Recognizing Boy Scout's Eagle Award

PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

From: Town Fund

Date: November, 2022 for December, 2022 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	Account Number	Check #
				(GROSS)		
1	12/1/2022	Tasneem Abuzir	Payroll		10-10-10-107	Debit
2	12/1/2022	Gene Adams	Payroll		10-10-10-106	Debit
3	12/1/2022	Alice Batol Delrosario	Payroll		10-40-10-103	Debit
4	12/1/2022	Megan Catrambone	Payroll		10-10-10-110	Debit
5	12/1/2022	Carol Chamales	Payroll		10-40-10-102	Debit
6	12/1/2022	Joan Davis	Payroll		10-10-10-112	Debit
7	12/1/2022	Cara Feltz	Payroll		10-10-10-109	Debit
8	12/1/2022	Colleen Grant Schumann	Payroll		10-10-10-101	Debit
9	12/1/2022	Walter A. Halek DPM	Payroll		10-40-10-106	Debit
10	12/1/2022	Pamela Jeanes	Payroll		10-10-10-107	Debit
11	12/1/2022	Kathryn Keiffer	Payroll		10-40-10-102	Debit
12	12/1/2022	Kathleen Khan	Payroll		10-40-10-102	Debit
13	12/1/2022	Jennifer Leedy	Payroll		10-40-10-107	Debit
14	12/1/2022	Heather Malloy	Payroll		10-30-10-100	Debit
15	12/1/2022	Robert Maloney	Payroll		10-10-10-105	Debit
16	12/1/2022	Paula Neidenbach	Payroll		10-40-10-102	Debit
17	12/1/2022	Jane Nolan	Payroll		10-10-10-103	Debit
18	12/1/2022	Debra Ramos	Payroll		10-40-10-102	Debit
19	12/1/2022	Richard C. Riley	Payroll		10-10-10-107	Debit
20	12/1/2022	Luciano Valdez	Payroll		10-40-10-103	Debit
21	12/1/2022	Alicia Vodicka	Payroll		10-40-10-101	Debit
22	12/1/2022	Brent Woods	Payroll		Split	Debit
23	12/1/2022	E.F.T.P.S.	Payroll - <small>Employer</small> Medicare Expense		Split	Debit
24	12/1/2022	E.F.T.P.S.	Payroll - <small>Employer</small> FICA Expense		Split	Debit
25	12/1/2022	E.F.T.P.S.	Payroll - <small>Employer</small> Unemployment Tax		10-10-10-203	Debit
26	12/1/2022	IMRF - Town Fund Portion	Pension Contributions <small>Employer</small> Portion Town		Split	Debit
27	12/1/2022	Payroll Processor	Payroll Processing Fees		10-10-30-108	Debit
28	12/1/2022	Peerless	Telephone Service	\$ 451.54	10-10-20-104	29676
29	12/1/2022	ComEd	Utilities - Electric	\$ 199.74	10-20-20-204	29677
30	12/1/2022	Lika Construction Chicago	Cleaning Service	\$ 1,195.00	10-20-30-103	29678
31	12/1/2022	Valic	Voluntary Employee Deduction	\$ 150.00	10-10-10-206	29679
32	12/1/2022	The Big Blue Box	Contain-It Rental	\$ 89.00	10-40-40-407	29680
33	12/1/2022	Richard Demma E.A.	Bookkeeping/Accounting	\$ 765.00	10-10-30-106	29681
34	12/1/2022	NCPERS Group Life Insur.	Voluntary Life Insurance	\$ 48.00	10-10-10-206	29682
35	12/1/2022	Richard Brandt	Building Maintenance	\$ 100.00	10-20-30-101	29383
36	12/1/2022	Tri-State Disposal	General Waste Disposal	\$ 81.49	10-20-20-202	29684
37	12/1/2022	Hinckley Springs	Other Supplies and Materials	\$ 34.72	10-10-40-108	29685
38	12/1/2022	Nicor Gas	Utilities - Electric	\$ 141.86	10-20-20-204	29686
39	12/1/2022	Comcast	Publications and Subscriptions	\$ 446.46	10-10-20-103	29687
40	12/1/2022	Government Forms and Supplies	Office Supplies - Minute Books	\$ 330.24	10-10-40-100	29688
41	12/1/2022	Automatic Door Authority, Inc.	Building Maintenance - key switch	\$ 516.54	10-20-30-101	29689
42	12/1/2022	Shred-It	Document Disposal	\$ 123.25	10-10-30-109	29690
43	12/1/2022	McKesson	Medical Supplies	\$ 153.01	10-40-20-220	29691
44	12/1/2022	Township Clerks Association of Cook County	Membership and Dues	\$ 250.00	10-10-30-104	29692
45	12/1/2022	Dukes Ace Hardware	Building Maintenance Supplies	\$ 83.94	10-20-40-401	29693
46	12/1/2022	Santiago Delgado	Landscaping/Ground Maintenance	\$ 90.00	10-20-30-102	29694
47	12/1/2022	Stericycle, Inc.	Disposal of Medical Waste	\$ 119.85	10-40-30-315	29695
48	12/1/2022	Electronic System of Illinois, Inc.	Building Maintenance	\$ 240.00	10-20-30-101	29696
49	12/1/2022	Imagetec	Technology Equipment	\$ 111.02	10-10-40-102	29697
50	12/1/2022	Tressler	Legal Service	\$ 559.00	10-10-30-105	29698
51	12/1/2022	Central Management Services	Health Insurance	\$ 4,322.00	Split	29699
52	12/1/2022	Robert Maloney	Transportation and Travel	\$ 223.44	10-10-10-210	29700
53	12/1/2022	Jane Nolan	Transportation and Travel	\$ 323.89	10-10-10-210	29701
54	12/1/2022	Illinois Counties Risk Management Trust	Insurance	\$ 17,029.89	Split	29702
55	12/1/2022	ODP Business Solutions	Office Supplies	\$ 440.35	10-10-40-100	29703
56	12/1/2022	Joan Davis	Transportation and Travel	\$ 27.26	10-10-10-210	29704
57	12/1/2022	McKeson	Medical Supplies	\$ 117.11	10-40-20-220	29705
58	12/1/2022	Ancel Glink, P.C.	Legal Service	\$ 56.25	10-10-30-105	29706
59	12/1/2022	Colleen Grant schumann	Transportation /Travel & Software/Program Reimburse	\$ 1,370.54	Split	29707
60	12/1/2022	Palos Lions Club	Contingencies - Sponsor 1st Responders Dinner	\$ 950.00	10-50-20-209	29708
61	12/1/2022	Daily Southtown	Publications and Subscriptions	\$ 87.50	10-10-20-103	29709

Total for December, 2022 \$ 31,227.89

Additional Expenditures from November, 2022

1	10/21/2022	VOID	VOID	VOID		29668
2	10/21/2022	Francescas Vicinato	Contingencies - Christmas Party	\$ 350.00	10-10-20-105	29669
3	11/1/2022	Rydin	Handicapped Placards	\$ 240.33	10-10-20-112	29670
3	11/1/2022	VOID	VOID	VOID		29671
4	11/1/2022	Santiago Delgado - Woodpecker Landscape	Landscaping/Ground Maintenance	\$ 180.00	10-20-30-102	29672
5	11/4/2022	City of Palos Hills	Utilities - Water and Sewer	\$ 69.94	10-20-20-204	29673
6	11/10/2022	Heather Malloy	Transportation and Travel	\$ 21.37	10-30-10-142	29674
7	11/16/2022	Fairplay	Holiday Meal Distribution	\$ 1,781.25	10-50-50-517	29675

Total added to November 2022 \$ 2,642.89

Township Trustee Woods

Township Trustee Riley

Township Trustee Jeanes

Township Trustee Abuzir

Township Supervisor Schumann

Co-signed:

Township Clerk Nolan