



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, 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**

**December 19, 2023 - 6:30 PM**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Recognitions / Proclamations / Presentations / Communications**
- 5. Reports of and Communications from Township Officials**

- A. Supervisor / Treasurer**
- B. Trustees**
- C. Highway Commissioner**
- D. Clerk**
- E. Attorney**

**6. Consent Calendar**

- A. Approval of Palos Township Board Meeting Minutes of November 27, 2023**
- B. Audit and Approval of Town Fund Bills and Warrants Dated January 1, 2024**
- C. Audit and Approval of Road and Bridge Fund Bills and Warrants Dated January 1, 2024**
- D. Approval of General Assistance Fund Bills Dated January 1, 2024**

**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)**

**7. Action on Items Removed From Consent Calendar (If Any)**

**8. Legislation and Action Items**

A. Adoption of ORDINANCE NUMBER 2023-O-04 AN ORDINANCE PROVIDING FOR THE LEVYING AND ASSESSMENT OF TAXES FOR THE TOWN OF PALOS, COOK COUNTY, ILLINOIS, AND FOR THE FISCAL YEAR COMMENCING ON APRIL 1, 2023 AND ENDING ON MARCH 31, 2024

B. Adoption of ORDINANCE NUMBER 2023-04-O AN ORDINANCE PROVIDING FOR THE LEVYING AND ASSESSMENT OF TAXES FOR THE ROAD AND BRIDGE DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR COMMENCING ON APRIL 1, 2023 AND ENDING ON MARCH 3, 2024

**9. Other Business for Discussion Only**

**10. Citizens Wishing to Address the Board**

**11. Executive Session (if Determined Necessary)**

**12. Action on Items from Executive Session (If Any)**

**13. Adjournment**

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

**November 27, 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 at 6:30 P.M.

**Pledge of Allegiance**

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

**Roll Call**

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

**Officials present:** Clerk Jane Nolan  
Assessor Robert Maloney  
Attorney Erik Peck

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

**Recognitions/Proclamations/Presentations/Communications**

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

**Reports of and Communications from Township Officials**

## **Supervisor/Treasurer**

**Supervisor Schumann** reported that the Thanksgiving food and gift card drive was very successful. The outreach was very large this year. This will continue into the Christmas drive. The Palos Lions Club will be donating fifty-five gift cards at \$100.00 each. This will be in addition to the food and gift cards the township donates.

## **Trustees**

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

**Trustee Jeanes** reported that the township has new lights in the outside front sign and the sign now looks wonderful.

**Trustee Abuzir** reported the Cholesterol and Health Service fees for the Month of October as follows:

Cholesterol	\$ 345.00
Health Service Fees	1,405.00
Total	\$ 1,750.00

**Trustee Woods** stated these items from the Consent Calendar

- Audit and Approval of Town Fund Bills and Warrants Dated December 1, 2023
- Audit and Approval of Town Fund Bills and Warrants Dated December 1, 2023
- Approval of General Assistance Fund Bills and Warrants Dated December 1, 2023

## **Highway Commissioner**

**Highway Commissioner Adams** reported that the road project bids were accepted for this year. The amount was \$409,000. The company we chose was a very good company. The superintendent on this job did the township a large favor. He took measurements of every completed road and highway

through the entire project, and he made a determination that our engineer had estimated the square yardage of the project incorrectly. He stated we had a good deal of money left over from the project, and that there was enough money to do another road. **Commissioner Adams** would like to complete the paving of 84<sup>th</sup> Avenue from 131<sup>st</sup> Place to the bottom of the hill. 84<sup>th</sup> Avenue is two blocks long. The Superintendent of this road company also repaired places that needed it at no additional cost. Commissioner Adams also discussed the fact that stone shoulders of the asphalt roads should be filled with stone wherever it is needed. This has not been done yet. He is happy with the construction of the job and very unhappy with the engineer who did not do the job properly.

### **Clerk**

**Clerk Nolan** reported that the Christmas Party will take place on December 13, 2023 at 7:00 P.M. It will take place at Francesca's in Palos Park. All the Board members have replied.

**Clerk Nolan** also reported that Mail Ballot Applications will begin on December 20, 2023. She will receive ballots from Cook County before that date. She brings these applications to different meetings she attends, and residents can receive one from the township. They are also available on the internet from the Cook County Clerk. The last topic **Clerk Nolan** discussed was Public Act 102-1143, the Paid Leave for All Workers Act. This will begin January 1, 2024. She discussed different ideas concerning this topic and how it will affect townships. **Attorney Caitlin Frenzer** also discussed several options. As it stands, the paid leave is 40 hours a year for each employee. Most local governments provide more than that. The only difference between local governments and the act is the ability to ask for documentation or to deny for operational purposes. As the act is specifically written, local governments cannot do these two things. We all need to comply with the act by January 1, 2024. There is a draft amendment put out by Cook County to make the paid leave policy more expansive, but we must wait until we see what the county is going to do.

### **Attorney**

**Attorney Frenzer** reported that the township must submit the passed levies before the final Tuesday in December. Our calendar at this time would not allow this, therefore, the December 27, 2023, meeting will have to be changed. Monday, December 18, 2023, will be the next meeting. The township will be cancelling the Regular Meeting of December 27, 2023, and scheduling the Special Meeting for December 18, 2023. That is because the township must wait twenty days after the proposed levy amount is approved.

### **Consent Calendar**

**Trustee Woods** read the following to the Board.

- A. Approval of Palos Township Board Meeting Minutes of October 23, 2023.
- B. Audit and Approval of Town Fund Bills and Warrants Dated December 1, 2023.
- C. Audit and Approval of Road and Bridge Fund Bills and Warrants Dated December 1, 2023.
- D. Approval of General Assistance Fund Bills and Warrants Dated December 1, 2023.
- E. Consider for approval a Standard Operating Procedures for the recognition of employees on certain employment anniversary dates.
- F. Consider for approval a Standard Operating Procedure for the process of appointing Fire Protection District Trustees.
- G. Consider for approval a Standard Operating Procedure for the Purchasing of Goods and Services for the Township.

**Trustee Woods** moved to approve the Consent Calendar of the November 27, 2023, Township Board Meeting. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

### **Action on Items Removed from Consent Calendar**

There was no action on Items removed from the Consent Calendar.

The next piece of business is the introduction of the INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP ROAD DISTRICT FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF THE 133<sup>RD</sup> STREET DRAINAGE IMPROVEMENT PROGRAM IN PALOS TOWNSHIP, ILLINOIS.

**Attorney Frenzer** stated as was previously instructed by the Board, the Attorney's draft of an Intergovernmental Agreement between the Township and the Road District to ensure that the funds that had previously been agreed to pay toward the 133<sup>rd</sup> drainage project are being able to be given to the Road District in a way that is functional.

That is what we have drafted and was then presented to the Board today. It is an ordinance to approve the INTERGOVERNMENT AGREEMENT BY AND BETWEEN THE TOWNSHIP AND THE ROAD DISTRICT. There is one Ordinance for the Township approval and one Ordinance for the Road District Approval.

#### **Legislation and Action Items**

- A. Adoption of ORDINANCE NUMBER 2023-O-03 AN ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP AND PALOS TOWNSHIP ROAD DISTRICT FOR CONSTRUCTION OF THE 133<sup>RD</sup> STREET DRAINAGE IMPROVEMENT PROGRAM IN PALOS TOWNSHIP, ILLINOIS.

**Trustee Woods** moved to adopt ORDINANCE NUMBER 2023-O-03 AN ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP AND PALOS TOWNSHIP ROAD DISTRICT FOR CONSTRUCTION OF THE 133<sup>RD</sup> STREET DRAINAGE IMPROVEMENT PROGRAM IN PALOS TOWNSHIP, ILLINOIS.

**Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustee Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays. None. Motion carried 5-0.

- B. Adoption of ORDINANCE NUMBER 2023-02-O AN ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF INTERGOVERNMENTAL AGREEMENT BY

AND BETWEEN THE PALOS TOWNSHIP AND PALOS TOWNSHIP ROAD DISTRICT FOR CONSTRUCTION OF THE 133<sup>RD</sup> STREET DRAINAGE IMPROVEMENT PROGRAM IN PALOS TOWNSHIP, ILLINOIS.

**Supervisor Schumann** moved to adopt ORDINANCE NUMBER 2023-02-O AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE PALOS TOWNSHIP AND PALOS TOWNSHIP ROAD DISTRICT FOR CONSTRUCTION OF THE 133<sup>RD</sup> STREET DRAINAGE IMPROVEMENTS PROGRAM IN PALOS TOWNSHIP, ILLINOIS.

**Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

**Attorney Frenzer** stated that these next resolutions estimating the 2023 tax levies are in compliance with the Truth in Taxation Law and starts the 20-day countdown by which we can have our levies in December. As recommended by the Board, and discussed in the October meeting, we did put the aggregate levy proposed as 4.99%. With this percentage we are below 5% so we can proceed without a public hearing.

C. Adoption of RESOLUTION NO. 2023-R-08 A RESOLUTION ESTIMATING THE 2023 TAX LEVY IN COMPLIANCE WITH THE TRUTH IN TAXATION LAW.

**Trustee Woods** moved to adopt RESOLUTION NO. 2023-R-08 A RESOLUTION ESTIMATING THE 2023 TAX LEVY IN COMPLIANCE WITH THE TRUTH IN TAXATION LAW.

**Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

D. Adoption of RESOLUTION NO. 2023-02-R A RESOLUTION ESTIMATING THE 2023 TAX LEVY IN COMPLIANCE WITH THE TRUTH IN TAXATION LAW.

**Supervisor Schumann** moved to adopt RESOLUTION NO. 2023-02-R A RESOLUTION ESTIMATING THE 2023 TAX LEVY IN COMPLIANCE WITH THE TRUTH IN TAXATION LAW.



**Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

### **Other Business for Discussion Only**

There was no other business for discussion only at this meeting.

### **Citizens 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 Woods** moved to adjourn the meeting at 7:00 P.M. **Supervisor Schumann** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**



# Township of Palos

## BILL AUDIT

December 5, 2023 - January 1, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
1411101 OLD NATIONAL						
12/05/2023	Check	30141	The Hills Chamber of Commerce	10-50-20-105 105020:CONTINGENCIES		(60.00)
12/08/2023	Check	30142	Chalet Florist	10-50-20-105 105020:CONTINGENCIES		(80.94)
12/08/2023	Check	30143	City of Palos Hills	10-20-20-104 102020:UTILITIES		(70.58)
12/18/2023	Check	30144	Fairplay Foods	10-50-20-115 105020:HOLIDAY MEAL DISTRIBUTION		(1,900.00)
01/01/2024	Check	30145	Com Ed	10-20-20-104 102020:UTILITIES		(138.15)
01/01/2024	Check	30146	Valic	10-10-10-207 101010:EMPLOYEE PAID BENEFITS		(150.00)
01/01/2024	Check	30147	The Big Blue Box	10-40-40-106 104040:OTHER SUPPLIES/MATERIALS		(89.00)
01/01/2024	Check	30148	Lika Construction Chicago	10-20-30-103 102030:CUSTODIAL/CLEANING SERVICES		(1,195.00)
01/01/2024	Check	30149	Richard Demma & Associates	10-10-30-106 101030:BOOKKEEPING SERVICES		(765.00)
01/01/2024	Check	30150	Ncpers	10-10-10-207 101010:EMPLOYEE PAID BENEFITS		(48.00)
01/01/2024	Check	30151	Richard Brandt	10-20-30-101 102030:BUILDING MAINTENANCE		(100.00)
01/01/2024	Check	30152	Tri-State Disposal Inc.	10-20-20-102 102020:GENERAL WASTE DISPOSAL		(86.49)
01/01/2024	Check	30153	Central Management Services - LGHP	-Split-		(4,612.00)
01/01/2024	Check	30154	Imagetechn	10-10-40-102 101040:TECHNOLOGY EQUIPMENT		(81.45)
01/01/2024	Check	30155	Hinckley Springs	10-10-40-108 101040:OTHER SUPPLIES/MATERIALS		(44.93)
01/01/2024	Check	30156	Comcast	10-10-30-102 101030:TECHNOLOGY/AUTOMATION SERVICES		(453.79)
01/01/2024	Check	30157	ODP Business Solutions	10-40-40-100 104040:OFFICE SUPPLIES		(14.99)
01/01/2024	Check	30158	United States Postal Service	10-10-20-102 101020:POSTAGE AND DELIVERY		(396.00)
01/01/2024	Check	30159	Village View Publications, Inc.	10-10-20-101 101020:PUBLISHING/ADVERTISING		(600.00)
01/01/2024	Check	30160	Stericycle, Inc.	10-40-30-109 104030:DISPOSAL OF MEDICAL WASTE		(125.85)
01/01/2024	Check	30161	4imprint	10-10-40-108 101040:OTHER SUPPLIES/MATERIALS		(443.33)
01/01/2024	Check	30162	Joyce Black	10-30-20-105 103020:CONTINGENCIES		(212.50)
01/01/2024	Check	30163	Township Clerks Association of Cook County	10-10-30-104 101030:MEMBERSHIPS/DUES		(250.00)
01/01/2024	Check	30164	Daily Southtown	10-10-20-103 101020:PUBLICATIONS/SUBSCRIPTIONS		(112.99)
01/01/2024	Check	30165	Petty Cash	10-10-40-108 101040:OTHER SUPPLIES/MATERIALS		(400.00)
01/01/2024	Check	30166	Amazon Capital Services	-Split-		(268.08)
01/01/2024	Check	30167	Johnson Controls Security Solutions	10-20-20-100 102020:ALARM SYSTEM		(318.00)
01/01/2024	Check	30168	Colleen Grant Schumann	10-10-20-106 101020:SPECIAL EVENTS		(3,080.60)
01/01/2024	Check	30169	Palos Lions Club	10-50-20-105 105020:CONTINGENCIES		(350.00)
01/01/2024	Check	30170	Tressler LLP	10-10-30-105 101030:LEGAL SERVICES		(2,385.00)
01/01/2024	Check	30171	Chalet Florist	10-50-20-105 105020:CONTINGENCIES		(298.82)
01/01/2024	Check	30172	Void	-Split-		0.00
01/01/2024	Check	30173	Peerless Network	10-10-20-104 101020:TELEPHONE		(381.25)
01/01/2024	Check	30174	Nicor Gas	10-20-20-104 102020:UTILITIES		(272.99)
01/01/2024	Check	30175	Southwest Messenger Press	10-10-20-101 101020:PUBLISHING/ADVERTISING		(300.00)
Total for 1411101 OLD NATIONAL						\$ (20,085.73)

### 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