



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**

February 24, 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 November 25, 2019.
 - b. Approval of Minutes – Combined Bill Audit / Road and Bridge Meeting of January 26, 2020.
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 - b. Clerk
 1. Approval and adoption of Resolution 2019-R-08 “**A Resolution Establishing the Annual Calendar of Regular Meetings of the Palos Township Board of Trustees for 2020.**”
 - 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 for January 1, 2020 in the amount of \$29,314.93.

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

2. Audit and Approval of Road and Bridge District Bills and Warrants for January 1, 2020 in the amount of \$48,332.58
 3. Audit and Approval of Town Fund Bills and Warrants
 4. Audit and Approval of Road and Bridge Fund Bills and Warrants
 5. Audit and Approval of GA Bills and Warrants
- b. Policy and Personnel - Supervisor Schumann
 - c. Technology, Information and Automation - Trustee Riley
 1. Outside Camera Installation
 - 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

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

January 27, 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 **Trustee Brent Woods, Supervisor Pro Tem**, in the absence of Supervisor Colleen 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, and Highway Commissioner Adams. Also present was Attorney Christine Walczak, and Road and Bridge Administrative Assistant, April Schrader.

Officials present: Assessor Maloney
Highway Commissioner Adams
Clerk Nolan.

Absent: Supervisor Schumann
Attorney Peck

Disposition of Minutes of from Previous Meeting

- a. **Approval of Minutes – Combined Bill Audit and Road and Bridge Meeting of December 26, 2019**

Trustee Jeanes moved to approve the minutes of the December 26, 2019, Combined Bill Audit and Road and Bridge District Meeting. **Trustee Brannigan** seconded the motion. The motion was passed unanimously.

Special Presentations-Communications

There were no special presentations or communications at this meeting.

Reports of Officials

a. Supervisor

There was no report from Supervisor Schumann due to absence.

b. Clerk

1. TOCC Township Day Saturday, June 20, 2020 FYI

Clerk Nolan informed the Board that TOCC is again having a Township Day in June. Palos Township needs to sign-up with TOCC on line to be part of this day.

2. TOCC Spring Educational Conference, Wednesday, June 10, 2020 FYI

Clerk Nolan also informed the Board that this year the TOCC Spring Educational Conference will be on June 10, 2020. It was in June last year, but had previously been held in May for many years.

c. Highway Commissioner

Commissioner Adams stated that the Highway Commissioner's State Board Meeting will be on February 18, 2020. He informed the Board that he has used \$8,000.00 worth of salt to date, and was reimbursed for this amount by the MFT (Motor Fuel Tax.)

Attorney's Report

Attorney Walczak stated that she 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 \$103,625.34 for the month of February plus an additional amount of \$1,049.20 for the month of January. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods. Nays: None. Motion carried 4-0.

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 \$41,113.64 and the Administrative Expense in the amount \$6,235.18 for a total of \$47,348.82 for the Road and Bridge Fund Bills and Warrants. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustee Brannigan, Jeanes, Riley and Woods. Nays: None. Motion carried 4-0.

3. Audit and Approval of General Assistance Bills and Warrants

Trustee Woods 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. Nays: None. Motion carried 4-0

b. Policy and Personnel – Supervisor Schumann

There was no report for the Board from Policy and Personnel as Supervisor Schumann did not attend the meeting.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley informed the Board that he has the computer back from Tech Gator but the cords that belonged to the computer were missing. The company forgot to put them there. **Trustee Riley** will retrieve the cords and bring them to the township with the computer.

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

Trustee Brannigan inquired about the outside cameras that the township is going to purchase. She feels that we really need them. This will be discussed soon at another meeting.

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 Pro Tem Woods** asked for a motion to adjourn the meeting at 6:57 P.M. **Trustee Brannigan** 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: February 24, 2020 for March 1, 2020 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	3/1/2020	Gene Adams	Payroll		10-0400	Debit
2	3/1/2020	Alice Batol Delrosario	Payroll		30-0300	Debit
3	3/1/2020	Sharon Brannigan	Payroll		10-0500	Debit
4	3/1/2020	Megan Catrambone	Payroll		10-0700	Debit
5	3/1/2020	Carol Chamales	Payroll		30-0200	Debit
6	3/1/2020	Joan Davis	Payroll		10-0700	Debit
7	3/1/2020	Elise Farrell	Payroll		30-0200	Debit
8	3/1/2020	Samantha Goerg	Payroll		10-0700	Debit
9	3/1/2020	Colleen Grant Schumann	Payroll		10-0100	Debit
10	3/1/2020	Walter A. Halek DPM	Payroll		30-0400	Debit
11	3/1/2020	Pamela Jeanes	Payroll		10-0500	Debit
12	3/1/2020	Kathryn Keiffer	Payroll		30-0200	Debit
13	3/1/2020	Kathleen Khan	Payroll		30-0200	Debit
14	3/1/2020	Jennifer Leedy	Payroll		30-0500	Debit
15	3/1/2020	Robert E. Maloney	Payroll		10-0300	Debit
16	3/1/2020	Heather Malloy	Payroll		20-0100	Debit
17	3/1/2020	Paula Neidenbach	Payroll		30-0200	Debit
18	3/1/2020	Jane Nolan	Payroll		10-0200	Debit
19	3/1/2020	Debra Ramos	Payroll		30-0200	Debit
20	3/1/2020	Richard C. Riley	Payroll		10-0500	Debit
21	3/1/2020	Luciano Valdez	Payroll		30-0300	Debit
22	3/1/2020	Alicia Vodicka	Payroll		30-0200	Debit
23	3/1/2020	Brent Woods	Payroll		Split	Debit
24	3/1/2020	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
25	3/1/2020	E.F.T.P.S.	Payroll - Employer FICA Expense		Split	Debit
26	3/1/2020	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-1200	Debit
27	3/1/2020	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
28	3/1/2020	Payroll Processor	Payroll Processing Fees		12-1600	Debit
30	3/1/2020	NCPERS Group Life Ins.	Voluntary Group Life Insurance	\$ 32.00	10-1510	
31	3/1/2020	Valic c/o Jp Morgan Chase Bank	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
32	3/1/2020	Together We Cope	Publishing & Advertising	\$ 100.00	11-1000	
33	3/1/2020	Call One	Telephone Service	\$ 489.83	11-1300	
34	3/1/2020	Professional Protection Specialists Inc	Contingencies	\$ 450.00	11-1400	
35	3/1/2020	Monterrey Security	Contingencies	\$ 560.64	11-1400	
36	3/1/2020	Chalet Florist	Contingencies	\$ 147.84	11-1400	
37	3/1/2020	Nicor Gas	Utilities - Gas	\$ 170.91	11-2000	
38	3/1/2020	ComEd	Utilities - Electric	\$ 680.03	11-2000	
39	3/1/2020	Team Logic It	Technology & Automation Services	\$ 506.25	12-1100	
40	3/1/2020	Richard Demma E.A.	Bookkeeping / Accounting	\$ 765.00	12-1400	
41	3/1/2020	Shred-It	Document Disposal	\$ 54.48	12-1700	
42	3/1/2020	Office Depot	Office Supplies	\$ 80.46	13-1000	
43	3/1/2020	Duke's Ace Hardware	Other Supplies & Materials	\$ 26.58	13-1400	
44	3/1/2020	Dashmire Lika	Cleaning Service	\$ 795.00	14-1200	
45	3/1/2020	Type Concepts	Assessor - Printing	\$ 240.00	22-1000	
46	3/1/2020	Sharon Brannigan	Reimbursement - H.S. Contain-It Rental	\$ 89.00	33-1400	
47	3/1/2020	Stericycle	Disposal of Medical Waste	\$ 108.69	32-1700	
48	3/1/2020	McKesson	Medical Supplies	\$ 590.26	32-2000	
49	3/1/2020	Samantha Goerg	Other Supplies & Materials / Contingencies	\$ 33.99	Split	
50	3/1/2020	Colleen Grant Schumann	Membership & Dues / Contingencies	\$ 555.23	Split	
51	3/1/2020	Cms	Local Government Health Care	\$ 4,377.00	Split	
Total for March 2020				\$ 10,903.19		

Additional Expenditures from February 2020

1	2/3/2020	Thompson Moving & Storage	Food Pantry Expense	\$ 310.00	60-1000	28579
2	2/4/2020	Costco	Other Supplies & Materials	\$ 62.69	13-1400	28580
3	2/10/2020	Best Filters	Other Supplies & Materials	\$ 125.87	13-1400	28581
4	2/11/2020	Township of IL Caseworks Division	Conferences and Meetings	\$ 12.00	10-1800	28582
5	2/12/2020	Thompson Moving & Storage	Food Pantry Expense	\$ 387.50	60-1000	28583
6	2/21/2020	City of Palos Hills	Utilities - Water & Sewer	\$ 80.83	11-2000	28584
Total added to February 2020				\$ 978.89		

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 **February 24, 2020** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
2-	ComED 08911	light rental	\$ 468.32	5133	13503
3-	ComED101315	light rental	\$ 151.77	5133	13504
	Tri-State Disposal	hwy debris disposal	\$ 73.82	8103	13505
	Palos Ace Hdw	materials	\$ 25.18	5113	13506
4-	Morton Salt	materials	\$ 9,726.71	5813	13507
	Sprint	phones	\$ 41.33	6983	13508
	Tressler LLP	Legal	\$ 752.50	6913	13509
	Morris Engineering	Engineering 133rd - 85th ave	\$ 217.50	5853	13510
	Township Hwy Comm Illinois	Dues	\$ 60.00	8103	13511
	Kopping Enterprises	per contract	\$ 37,708.00		13512
	Gene Adams	Travel miles for January	\$ 158.92	6973	13513
	AT&T	phones	\$ 56.97	6983	13514

10-

11-

12-

14-

23-

32-

33-

34-

35-

\$49,441.02

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **24th day of February, 2020** 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 **March 1, 2020** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 927.39	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	13515
	Blue Cross Blue Scheild Illinois	Medicare supp prem	\$ 186.00	6963	13516
4-	April Schrader	wages for Feb hours	\$ 3,196.15		DEBIT
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					
			\$5,736.91		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **1st day March 2020** 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