



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 AND TIME SPECIFIED BELOW AT THE 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
COMBINED BILL AUDIT & ROAD DISTRICT MEETING
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

October 26, 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 and Road District Meeting September 28, 2020
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 1. Date of November General Meeting
 - b. Clerk
 1. MTA Meeting Notes
 2. November 3rd Election
 - 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 Dated November 1, 2020
 2. Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated November 1, 2020
 3. Approval of General Assistance Fund Bills Dated November 1, 2020

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, 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

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**

September 28, 2020 – 6:30 P.M.

Call to Order

The Combined Bill Audit and Road and Bridge District Meeting of the Township Board was called to order by **Supervisor Schumann** who was in attendance at the Township Hall. 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 at 6:30 P.M.

All persons interested in attending were able to do so by visiting the website at 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

Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann and Highway Commissioner Adams. Also present were Attorney Erik Peck, and Road and Bridge Administrative Assistant, April Schrader.

Officials present: Clerk Nolan
Assessor Maloney

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Disposition of Minutes from Previous Meeting

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

Trustee Jeanes moved to approve the minutes of the Combined Bill Audit and Road and Bridge District Meeting of August 24, 2020. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, and 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 stated that she had no report for the Board.

b. Clerk

1. Annual Town Meeting Discussion

Clerk Nolan asked Attorney Peck to explain to the Board the situation concerning the Annual Town Meeting and the pandemic. Attorney Peck read the following aloud. “Under Section 30-5 (d) of the Township Code, if a township’s annual meeting occurs when a disaster declaration is effective, the township board may postpone the annual meeting if circumstances related to the disaster declaration prevent the township from holding the annual meeting. Once the disaster declaration has expired, then the township shall hold its annual meeting on the third Tuesday after 6 p.m. of the month following the expiration of the disaster. 60 ILCS 1/30-5(d).

There was a discussion concerning the topic with the Board. There were several reasons put forth to hold the meeting when the disaster is expired.

The main reason is the safety of the residents. It is not feasible to have the Town Meeting in person or on zoom at Palos Township currently, due to the number of people that attend our meetings. This topic will be addressed later.

2. Approve Annual Town Meeting Agenda

Clerk Nolan stated that the Board does not have to approve the Annual Town Meeting Agenda until a date for the Annual Town Meeting is chosen. She placed a copy of the Agenda to be approved if it was necessary to approve it at this meeting. She noted that if any Board member has questions concerning the agenda topics, they should call her. She will then explain the entries. She is always available to the Board members as the Clerk.

c. Highway Commissioner Adams

Commissioner Adams discussed the situation at 133rd Street in Palos Park concerning their continuous problems. The Road District has a letter from MWRD that they are going to proceed with money to help alleviate this situation. They had a meeting with engineer of MWRD a week and a half ago, but MWRD has not yet approved what is needed so the necessary steps to alleviate the situation can begin. **Commissioner Adams** stated that they move at their own pace. The residents are asking what is happening, but **Commissioner Adams** stated that he has not yet received an approval from MWRD. Due to this, he cannot even let the residents know he has received a letter from MWRD.

Commissioner Adams stated that the State Board of Transportation met. They want to allow ATVs and Side to Side (UTVs) vehicles to use unincorporated township roads. They stated that these vehicles only go 35 miles per hour. The state board is considering licensing these vehicles. The Road District Highway Commissioners do not agree with the state board. They are dead set against this happening. Mainly, due to the liability it will cause. The insurance rate for the road districts will then be higher.

Commissioner Adams stated that he has had several calls from residents concerning sunken curbs. He said that there really are not sunken curbs. It is just that the curbs do not run off the water the way they should. This will be addressed next year when the Highway District receives money from the state due to the pandemic.

Attorney's Report

a. Motion to Accept the 2019-2020 Audit Report and Approve Payment to the Auditor

Supervisor Schumann moved to accept the 2019-2020 Audit Report and approve payment to the auditor. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

Reports of Standing Committees

a. Finance and Administration – Trustee Woods

1. Audit and Approval of Town Fund Bills and Warrants dated October 1, 2020

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$31,601.61 for the month of October and \$250.00 for the month of August for a total of \$31,851.61. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, and Supervisor Schumann. Nays: None. Motion carried 5-0.

2. Audit and Approval of Road and Bridge District Fund Bills and Warrants dated October 1, 2020

Trustee Woods moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$36,761.71 and the Administrative Expense in the amount of \$6,337.22 for a total of \$43,098.93. **Supervisor Schumann** seconded the motion. Roll call was

taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

3. Approval of General Assistance Fund Bills and Warrants dated October 1, 2020

Supervisor Schumann moved to approve the General Assistance Fund Bills and Warrants dated October 1, 2020. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

4. Motion to Approve the Usage of the Municode Self-Publishing Tool by Palos Township for Certification Purposes

Trustee Woods stated that Municode is up and running. Our Municode is online. **Trustee Woods** has another training class which will focus on placing all our documents on the server. It will also upload all our ordinances as far back as we have them in our records. Dennis will then sit with someone from the township to familiarize them with the workings of the server.

Trustee Woods moved to approve the Usage of the Municode Self-Publishing Tool by Palos Township for Certification Purposes. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

Trustee Woods stated that this allows us to put our personnel manual online. All of the employees will have the same password and username, and they would be able to log in at any time. All of our budgets will be online with this tool.

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann stated that she had no report for the Board.

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 just wanted to follow up on the COVID-19 testing that was discussed briefly at the last meeting. She shared some of the concerns of the Health Service employees.

Supervisor Schumann stated that she had talked with the nurses some time ago that there would be no COVID-19 testing at the township. The discussion at the last meeting referred to possibly finding closer places residents could go to get tested, rather than just a random place. She stated that Palos Township does not have the manpower to do testing here, and there never was any intention to do that.

Trustee Woods stated that the Village of Countryside had allowed testing in their parking lot. **Attorney Peck** stated that he sent the information from the Illinois Department of Health on how Countryside handled this to the township. **Supervisor Schumann** stated that she did receive this and can discuss it with anyone who has an interest.

Trustee Brannigan reported that the Health Service has not received many phone calls concerning testing at the township. Residents are referred to the two Physician’s Immediate Care Centers that were listed in the prior minutes.

Unfinished Business

There was no unfinished business to come before the Board.

New Business

Highway Commissioner Adams reported that the Palos Township Road and Bridge Tax Rate has gone down in the last five years. He also stated that, this year, tax bills are due on October 1, 2020.

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 Woods** moved to adjourn the meeting at 7:06 P.M. **Trustee Jeanes** seconded the motion. Roll Call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0. Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township