



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**

**September 26, 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 August 22, 2022

**5. Recognitions / Proclamations / Presentations / Communications**

**6. Reports of Officials**

**a. Supervisor/Treasurer**

**b. Clerk**

a. Honor Flight Chicago - Rosemont, Illinois

b. Field of Honor - September 9, 2023 FYI

**c. Highway Commissioner**

**7. Attorney's Report**

**8. Reports of Standing Committees**

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

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

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

c. Audit and Approval of General Assistance Fund Bills Dated October 1, 2022

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)

**b. Policy and Personnel - Supervisor Schumann**

**c. Technology, Automation and Information - Trustee Riley**

**d. Buildings and Grounds - Trustee Jeanes**

- a. Consider the approval of a quote for the supply and installation of an ADA Door Opener from Automatic Door Authority in the amount of \$3,651.00

**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**

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

**August 22, 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 6:30 P.M.

**Roll Call**

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

**Trustee Woods** moved to approve **Trustee Riley** to attend the meeting by telecommunication. **Trustee Jeanes** seconded the motion. The motion was passed unanimously.

**Officials present:** Clerk Jane Nolan

**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 July 25, 2022.

**Supervisor Schumann** moved to approve the minutes of the July 25, 2022 Township Board Meeting. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, 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/Treasurer**

#### **a. Palos Township Donation to Hickory Hills Chamber School Backpack Program**

**Supervisor Schumann** reported that Palos Township donated \$250.00 to the Hickory Hills Chamber school backpack program. The Chamber gave out over 300 backpacks to school children in the school district. She also reported that Palos Township is giving out supplies for students in the area public schools as it does every year.

**Trustee Jeanes** moved to pay \$250.00 to the Hickory Hills Chamber of Commerce Back to School Backpack Program. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

**Supervisor Schumann** discussed the upcoming Field of Honor Flag Program which will take place on September 10, 2022 at Moraine Valley Community College. The ceremony will be at 11:00 A.M. and the flags and the banners will be available for viewing until Tuesday, September 13, 2022.

### **b. Clerk**

#### **a. Electronic Recycling and Prescription Drug-Take Back Event Flyer - FYI**

**Clerk Nolan** distributed the Electronic Recycling/Prescription Drug Take Back Event flyer to the Board Members for their information. This topic was discussed at a prior board meeting.

**b.Registration and Information for the MTA Annual Symposium  
September 24, 2022, at Hanover Township from 8:30 A.M. to 1:30 P.M.  
(\$40.00 a person)**

**Clerk Nolan** informed the Board members if they plan to attend this Conference they should let her or the office know if they will attend. The cost of the event is \$40.00 per person and the ticket can be purchased online.

**c. Highway Commissioner**

**Highway Commissioner Adams** discussed his three-day Annual Illinois Highway Commissioner's Meeting in Peoria, with the Board. He did a presentation for the Board and showed various things that were given to all the highway commissioners with special attention given to the new highway commissioners. Some of the items displayed were a bag, a calendar, a lighted mug holder, a small notebook and more. There were thirty-five vendors at this conference including two from Illinois. There were three "big" give aways at the conference also.

**Commissioner Adams**, himself, donated several gifts to the new highway commissioners. Commissioner Adams also brought two stacks of new Illinois highway maps to Palos Township. These will be distributed to Township residents.

**Attorney Peck** reported that he recently received a letter from the MWRD concerning our intergovernmental agreement with them. The letter stated that everything was in order. Then they came back and stated that they needed revisions on the original document. They wanted the wording in the IGA to state Palos Township Road District which was a change in the name. He has made five revisions to date to this document.

**Commissioners Adams** explained the reasons behind all of this which has appeared in the minutes many times.

### **Attorney's Report**

**Attorney Peck's** report is stated above.

## **Reports of Standing Committees**

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

#### **a. Audit and Approval of Town Fund Bills and Warrants Dated September 1, 2022**

**Trustee Woods** moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$15,946.18, and the additional amount in August of \$13,420.40 for a total of \$29,366.58. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, and Supervisor Schumann. Nays: None. Motion carried 5-0.

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

**Trustee Woods** moved to approve the audit of the Road and Bridge Fund Bills and Warrants dated September 1, 2022 in the amount of \$61,957.49, and the Administrative Expense in the amount of \$6,865.51 for a total of \$68,826.00. **Trustee Abuzir** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, and Supervisor Schumann. Nays: None. Motion carried 5-0

### **c. Audit and Approval of General Assistance Fund Bills Dated September 1, 2022**

**Supervisor Schumann** moved to approve the audit of the General Assistance Fund Bills dated September 1, 2022. **Trustee Woods** seconded

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

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

**Supervisor Schumann** stated that there was no new information concerning Policy and Personnel, therefore, there was no report for the Board.

**c. Technology, Automation and Information – Trustee Riley**

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

**Trustee Woods** discussed the need for new tablets for the Board members as the tablets now being used cannot be updated. He stated the total amount for the tablets will be about \$5,000. **Trustee Woods** will give **Trustee Riley** the necessary specifications for the tablets and **Trustee Riley** will purchase the new tablets.

**d. Building and Grounds – Trustee Jeanes**

**Trustee Jeanes** has received a quote for the new automatic doors at the entry to the township. The contractor stated that he can do only one automatic door at the entrance. The cost of the door will be \$3,651.00 which does not include a 110-volt power line or the wall painting and patching work. The only labor costs will be when they are here. There will be an inside and an outside button on the door. An electrician is needed for the completion of this project.

**Trustee Woods** discussed the key card entry system for the township. The installer of this project will be here on Friday, August 26, 2022. Officials and Health Service employees will enter their own passcode for usage. This project is budgeted at approximately \$15,000.00. Users will swipe their card on the keypad and put their code in to enter. There will be more details concerning this project at a later date. With this system, the alarm will now be set automatically every night at midnight.

**e. Public Services and Health – Trustee Abuzir**

**Trustee Abuzir** reported the cholesterol and Health Service fees for the months of June and July.

They are as follows:

June

Cholesterol	\$225.00
Health Service Fees	180.00
Total	\$405.00

July

Cholesterol	\$250.00
Health Service Fees	475.00
Total	\$725.00

**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 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 Woods** moved to adjourn the meeting at 7:15 P.M. **Trustee Jeanes** seconded the motion. The motion was passed unanimously. Meeting adjourned.

**Jane A. Nolan**

**Clerk**

**Palos Township**

## **HONOR FLIGHT**

1. This flight goes from April to October each year.
2. It takes 115 veterans per flight.
3. WW2 and Korean Veterans go to the top of the list.
4. Vietnam Veterans list is back logged one- and one-half years.
5. Interested Veterans must fill out a sheet.
6. This is free to the veteran.
7. [info@honorflightchicago.org](mailto:info@honorflightchicago.org)

PALOS TOWNSHIP  
STATE OF ILLINOIS  
COUNTY OF COOK

From: Town Fund

Date: September, 2022 for October, 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	10/1/2022	Tasneem Abuzir	Payroll		10-10-10-107	Debit
2	10/1/2022	Gene Adams	Payroll		10-10-10-106	Debit
3	10/1/2022	Alice Batol Delrosario	Payroll		10-40-10-103	Debit
4	10/1/2022	Megan Catrambone	Payroll		10-10-10-110	Debit
5	10/1/2022	Carol Chamales	Payroll		10-40-10-102	Debit
6	10/1/2022	Joan Davis	Payroll		10-10-10-112	Debit
7	10/1/2022	Cara Feltz	Payroll		10-10-10-109	Debit
8	10/1/2022	Colleen Grant Schumann	Payroll		10-10-10-101	Debit
9	10/1/2022	Walter A. Halek DPM	Payroll		10-40-10-106	Debit
10	10/1/2022	Pamela Jeanes	Payroll		10-10-10-107	Debit
11	10/1/2022	Kathryn Keiffer	Payroll		10-40-10-102	Debit
12	10/1/2022	Kathleen Khan	Payroll		10-40-10-102	Debit
13	10/1/2022	Jennifer Leedy	Payroll		10-40-10-107	Debit
14	10/1/2022	Heather Malloy	Payroll		10-30-10-100	Debit
15	10/1/2022	Robert Maloney	Payroll		10-10-10-105	Debit
16	10/1/2022	Paula Neidenbach	Payroll		10-40-10-102	Debit
17	10/1/2022	Jane Nolan	Payroll		10-10-10-103	Debit
18	10/1/2022	Debra Ramos	Payroll		10-40-10-102	Debit
19	10/1/2022	Richard C. Riley	Payroll		10-10-10-107	Debit
20	10/1/2022	Luciano Valdez	Payroll		10-40-10-103	Debit
21	10/1/2022	Alicia Vodicka	Payroll		10-40-10-101	Debit
22	10/1/2022	Brent Woods	Payroll		Split	Debit
23	10/1/2022	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
24	10/1/2022	E.F.T.P.S.	Payroll -Employer FICA Expense		Split	Debit
25	10/1/2022	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-10-10-203	Debit
26	10/1/2022	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
27	10/1/2022	Payroll Processor	Payroll Processing Fees		10-10-30-108	Debit
28	10/1/2022	Peerless	Telephone Service	\$ 452.52	10-10-20-104	29608
29	10/1/2022	ComEd	Utilities - Electric	\$ 325.29	10-20-20-204	29609
30	10/1/2022	Lika Construction Chicago	Cleaning Service	\$ 1,195.00	10-20-30-103	29610
31	10/1/2022	Valic	Voluntary Employee Deduction	\$ 150.00	10-10-10-206	29611
32	10/1/2022	The Big Blue Box	Contain-It Rental	\$ 89.00	10-40-40-407	29612
33	10/1/2022	Richard Demma E.A.	Bookkeeping/Accounting	\$ 765.00	10-10-30-106	29613
34	10/1/2022	NCPERS Group Life Insur.	Voluntary Life Insurance	\$ 32.00	10-10-10-206	29614
35	10/1/2022	Richard Brandt	Building Maintenance	\$ 100.00	10-20-30-101	29615
36	10/1/2022	Central Management Services	Health Insurance	\$ 5,835.00	Split	29616
37	10/1/2022	Tri-State Disposal	General Waste Disposal	\$ 77.61	10-20-20-202	29617
38	10/1/2022	McKesson	Medications and Vaccinations	\$ 600.43	10-40-20-221	29618
39	10/1/2022	Imagetec	Technology Equipment	\$ 70.13	10-10-40-102	29619
40	10/1/2022	Nicor Gas	Utilities - Gas	\$ 61.16	10-20-20-204	29620
41	10/1/2022	Southwest Regional Publishing	Publication and Subscriptions	\$ 53.00	10-10-20-103	29621
42	10/1/2022	Jane Nolan	Transportation and Travel	\$ 49.38	10-10-10-210	29622
43	10/1/2022	CivicPlus LLC	Technology and Automation Services	\$ 2,845.00	10-10-30-102	29623
44	10/1/2022	Sanofi Pasteur Inc	Medications and Vaccinations	\$ 1,391.70	10-40-20-221	29624
45	10/1/2022	Hinckley Springs	Other Supplies and Materials	\$ 66.30	10-10-40-108	29625
46	10/1/2022	Stericyclye, Inc.	Document Disposal	\$ 126.97	10-10-30-109	29626
47	10/1/2022	Dukes Ace Hardware	Building Maintenance Supplies	\$ 55.96	10-20-40-401	29627
48	10/1/2022	Tressler LLP	Legal Service	\$ 1,012.50	10-10-30-105	29628
49	10/1/2022	Johnson Controls Security Solutions	Alarm System	\$ 318.00	10-20-20-200	29629
50	10/1/2022	Southtown	Publications & Subscriptions	\$ 87.50	10-10-20-103	29630
51	10/1/2022	Comcast	Publication and Subscriptions	\$ 446.46	10-10-20-103	29631
52	10/1/2022	Southwest Regional Publishing	Publishing and Advertising	\$ 300.00	10-10-20-101	29632
53	10/1/2022	Heather Malloy	Transportation and Travel	\$ 27.94	10-30-10-142	29633
54	10/1/2022	Automatic Door Authority, Inc.	Building Maintenance (Final Payment)	\$ 1,825.50	10-20-30-101	29634
55	10/1/2022	ODP Business Solutions	Office Supplies	\$ 294.79	10-10-40-100	29635
56	10/1/2022	McKesson	Medical Supplies	\$ 164.53	10-40-20-220	29636
57	10/1/2022	Heather Malloy	Transportation and Travel	\$ 26.88	10-30-10-142	29637
58	10/1/2022	Patterson Dental Supply, Inc.	Medical Supplies	\$ 34.39	10-40-20-220	29638
Total for October, 2022				\$ 18,879.94		
Additional Expenditures from September 2022						
1	9/1/2022	Automatic Door Authority, Inc.	Building Maintenance (Half Payment)	\$ 1,825.50	10-20-30-101	29604
2	8/31/2022	PaintStar Inc.	Building Maintenance	\$ 290.00	10-20-30-101	29605
3	9/2/2022	City of Palos Hills	Utilities - Water	\$ 69.94	10-20-20-204	29606
4	9/12/2022	Santiago Delgado	Landscaping/Ground Maintenance	\$ 215.00	10-20-30-102	29607
Total added to September 2022				\$ 2,400.44		

Township Trustee Woods

Township Trustee Riley

Township Trustee Jeanes

Township Trustee Abuzir

Township Supervisor Schumann

Co-signed:

Township Clerk Nolan

122 E. Birchlawn Street  
Seneca, IL 61360  
312-877-1914



automaticdoorauthority.com  
service@automaticdoorauthority.com  
AAADM Certified - WBE - WOSB

## CUSTOMER QUOTATION NO. 1263

Chatham Glass and Mirror Inc.  
8536 S Pulaski Rd  
Chicago IL 60652

Site: Palos Township Building  
Site Address: 10802 South Roberts Road  
Palos Hills IL 60465  
Project Mngr:  
Quote No: 1263  
Valid Until: 8/21/2022

### Description

Install of HA-9  
Single Swing LH Out Dark Bronze 39"

### PAYMENT TERMS

-Half down, final at completion

### INCLUDES

-One (1) year warranty on parts and labor  
-Installation during normal business hours

### EXCLUDES

-110VAC power  
-Rough Door Openings  
-Patching and Painting  
-Containment  
-After hours labor  
-Low voltage wiring  
-Glass unless otherwise stated  
-Glazing unless otherwise stated  
-Caulking unless otherwise stated  
-Licenses and permits

### LEAD TIME

-2-3 weeks  
-Quote is Valid for 30 days

## Single LH Out Dark Bronze 39" HA-9

### Service

Part #	Item	Quantity
	HA-9 Single LH Out 39"	1.00
ADA215	Stainless Steel Wireless Touchless 5" Switches (2) with Receiver (1)	1.00
	Standard Truck Charge	1.00
	Standard Labor	6

Section Sub-Total ex Tax	\$3651.00
Tax	\$0.00
Section Total inc Tax	\$3651.00

Thank you.	Sub-Total ex Tax	\$3651.00
	Tax	\$0.00
	Total inc Tax	\$3651.00