



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  
BILL AUDIT MEETING  
10802 S. ROBERTS ROAD | PALOS HILLS, IL 60465**

**August 28, 2017 - 7:00 PM**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Disposition of minutes from previous meetings
  - a. Approval of Minutes - Bill Audit Meeting July 24, 2017
4. Special Communications, if any
5. Reports of Officials
  - a. Supervisor
  - b. Clerk
    1. Boot Camp 2017
    2. Democracy Update
6. Attorney's Report
7. Reports of Standing Committees
  - a. Finance and Administration - Trustee Woods
    1. Audit and Approval of Town Fund Warrants
    2. Audit and Approval of GA Bills
  - 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

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)

8. Unfinished Business
9. New Business
10. Citizens Wishing to Address the Board
11. Executive Session, If Needed
12. Adjournment

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**Backup material for agenda item:**

- a. Approval of Minutes - Bill Audit Meeting July 24, 2017

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

**JULY 24<sup>TH</sup>, 2017**

**Call to Order and Roll Call**

The Bill Audit Meeting of the Palos Township Board was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills, at 7:00 P.M. Roll call was taken by the Clerk of the Township, **Jane Nolan**. Present were Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Also present was Township Attorney, Erik Peck.

**Absent:** None.

**Pledge of Allegiance**

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

**Disposition of Minutes of Previous Meeting**

**a. Approval of Minutes of the Bill Audit Meeting – June 26, 2017**

**Trustee Woods** moved to approve the minutes of the June 26, 2017, Bill Audit Meeting. **Trustee Brannigan** seconded the motion. The motion was passed unanimously.

**Special Presentations/ Communications**

There were no special presentations or communications presented at this meeting.

**Reports of Officials**

**a. Supervisor**

**Supervisor Schumann** reported that she recently spoke to Mary Wallenburg, her Administrative Assistant, who is going better, but she is

still in the rehab facility. Samantha Goerg is doing an excellent job working Mary's desk. She will soon be doing a quick books study. The audit cannot be completed until Mary returns.

**b. Clerk**

**1. Worth Days Parade**

**Clerk Nolan** informed the Board that the Worth Days Parade is Sunday, August 27, 2017, and she must answer them soon if the township is putting another car in the parade. She has already put one car in the parade. It was decided that one more car should be added. Most officials will be attending.

**2. Cook County Directory**

**Clerk Nolan** also informed the Board that she did send in the information for Palos Township to be included in the Cook County Directory of elected officials.

**Attorney's Report**

Attorney Peck stated that he had no report for this meeting.

**Reports of Standing Committees**

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

**1. Audit and Approval of Town Fund Warrants**

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

**2. Audit and Approval of General Assistance Bills**

**Supervisor Schumann** moved to approve the audit of the General Assistance Bills. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: Motion carried 5-0.

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

**1. Set Salary of Health Service Assistant Jennifer Leedy**

**Supervisor Schumann** explained that Jennifer Leedy has been doing additional work at the Health Service since the retirement of Jenette, and is not fully compensated. **Supervisor Schumann** is recommending an increase in her salary to \$18.00 an hour.

**Trustee Woods** moved to approve the increase of \$18.00 an hour in Jennifer Leedy's salary retroactive to July 1, 2017. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

**2. Consideration of an Ordinance Amending Title 2, Chapter 3, Section 6 of the Palos Township Code Regarding Meetings**

**Trustee Woods** explained that there must be an amendment to the ordinance establishing meeting dates. The ordinance has been amended so that if the meeting dates are changed in the future, a new ordinance will not be necessary.

**Trustee Woods** moved to adopt **ORDINANCE NO. 2017-0-2 AN ORDINANCE AMENDING TITLE 2, CHAPTER 3, SECTION 6 OF THE PALOS TOWNSHIP CODE ESTABLISHING MEETING DATES.**

**Supervisor Schumann** seconded the motion. The motion was passed unanimously.

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

**Trustee Riley** stated that he had no report.

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

**Trustee Jeanes** stated that she had no report.

**Supervisor Schumann** discussed the township parking lot. It needs to be resurfaced again, as it has been two years since this has been done. It will be done before winter, and some contractors will be contacted soon. **Trustee Jeanes** will consider this for future meetings.

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

**1. Consideration of Agreement for VET TECH Recycling Event**

**Trustee Brannigan** stated that the VET TECH.US Recycling Event (V.E.T.) will take place on July 29, 2017, at Moraine Valley Community College from 9:00 A.M. to 12 Noon. It will appear on the Township website and several other municipal websites. Trustee Brannigan also did a blast on her business website. **Clerk Nolan** will send a press release concerning the information to the New Beginnings Church to put on their digital sign.

**Trustee Brannigan** moved to accept the Agreement from the Keeling Family Foundation – VET TECH.US for the recycling event to be held at Moraine Valley Community College on July 29, 2017. **Supervisor Schumann** seconded the motion. The motion was passed unanimously.

**Trustee Brannigan** reported that the Health Service fees for June totaled \$3,662.90 and the fees for the cholesterol during June were \$275.00. The Health Service fees for July totaled \$1,100.00 and the fees for cholesterol during July were \$70.00.

**Unfinished Business**

There was no unfinished business before the Board.

## **New Business**

**Supervisor Schumann** stated that the township received a letter from the Attorney General's Office concerning the July 10, 2017, General Meeting, per a complaint from resident Shari L. Schmidt. This complaint concerned the Open Meetings Act. Attorney Peck will contact the Attorney General's Office in relation to this matter.

**Trustee Brannigan** spoke about the July 10, 2017, meeting and the support she has received from all sections of the state. All papers did carry this story. Emails on the township website have been running 5-1 in support of the township.

**Supervisor Schumann** stated again that she must have contact from the groups of protestors as to the number of people possibly attending the next General Meeting. This must be done to move the venue. This was told to the organizers and the group at large during the July 10, 2017, meeting.

## **Citizens Wishing to Address the Board**

There were no citizens wishing to address the Board at this Bill Audit Meeting.

## **Executive Session**

No motion was made to enter Executive Session.

## **Adjournment**

There being no further business to come before the Board, **Supervisor Schumann** asked for a motion to adjourn at 7:40 P.M. The motion to adjourn was made by **Trustee Woods**, and it was seconded by Trustee Brannigan. The motion was passed unanimously. Meeting adjourned.

**Jane A. Nolan**  
**Clerk**  
**Palos Township**