



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**

April 24, 2023 - 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 March 27th, 2023

5. Recognitions / Proclamations / Presentations / Communications

6. Reports of Officials

A. Supervisor/Treasurer

B. Clerk

1. Statement of Economic Interests Due May 1, 2023. Please give a copy to Clerk Nolan.

2. TOCC Annual Meeting will be in June in Oakbrook this year.

C. Highway Commissioner

7. Attorney's Report

a. Formation of Decennial Committee

8. Reports of Standing Committees

A. Finance and Administration - Trustee Woods

1. Audit and Approval of Town Fund Bills and Warrants Dated May 1, 2023

2. Audit and Approval of Road and Bridge Fund Bills and Warrants Dated May 1, 2023

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

3. Audit and Approval of General Assistance Fund Bills and Warrants Dated May 1, 2023

B. Policy and Personnel - Supervisor Schumann

C. Technology, Automation and Information - Trustee Riley

D. Buildings and Grounds - Trustee Jeanes

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

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

March 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 60465 at 6:30 P.M.

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

Roll Call

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

Officials present: Clerk Jane Nolan

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

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Approval of Prior Meeting's Minutes

A. Approval of the Palos Township Board Meeting of February 27, 2023.

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

Recognitions/Proclamations/Presentations/Communications

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

Reports of Officials

a. Supervisor/Treasurer

1. Discussion of 2022 Audit

Supervisor Schumann reported that the audit has been returned from the auditors. **Supervisor Schumann** has a copy at her desk if any official or resident wants to view it. The auditors were quite busy plus there were many auditors were quite busy plus there were many auditors who moved on.

2. Discussion of Decennial Initial Meeting

Supervisor Schumann stated that the committee must be formed by June 10, 2023. If a Decennial Meeting occurs after the town meeting it must appear separately on the Town Meeting Agenda.

The Road and Bridge District must form their own committee. The Town Committee will have two residents appointed by the Supervisor of the Road District. The committee formation will be formed at the April meeting of the Town Board.

b. Clerk

1. Palos Hickory Chamber of Committee Annual Police Chief Report.

Clerk Nolan attended a meeting of the Palos Hickory Chamber of Commerce in which the police chief of each municipality spoke.

1. Check washing is a large problem and is happening everywhere.
2. There have been many break-ins in the business community, and business owners are asked to pay attention to their customers and be sure all their employees know how to use the cameras that belong to the business.
3. Businesses should use 911 often and call police to do a “walk through” often.
4. Residents should update their information with the police department. Residents can pick up these forms at the police department.
5. There has been a rash of targeting personal mailboxes in Hickory Hills. They found ways to get into them. They were eventually arrested three weeks.
6. The check washing seems to be mostly done through electronic means and phones.
7. Post offices are a large problem. Pay attention to where you drop your mail.
8. Conrady Jr. High has an increase in problems and truancy.

2. TOCC Clerk’s Division Meeting Notes

Clerk Nolan discussed her recent Clerk’s meeting which took place in February. Some points she brought forth were:

1. Katy Dolan Baumer is the new president of the TOI Clerk’s Division and President of TOCC. She would like to visit as many of the

townships as possible. She would like each township to give her their meeting nights.

2. Early voting starts at the courthouses on March 15 and Early Voting sites open March 20, 2023.
3. Permanent Voter Ballots were mailed on March 10, 2023.

c. Highway Commissioner

Highway Commissioner Adams reported that this is the end of the icing season. Brick mailboxes are illegal according to the U.S. Postal Service.

All the bills have been paid to the Water Reclamation District project. Attorneys' fees were paid as were the engineers. The engineer is still working on this project as he will be checking on the water flow and grass. The amount the Road District had to pay will take away from the amount of payment the Road District can do in the ensuing years. Everything else is going along well. The Road District is still waiting to hear from MWD concerning this problem with them.

Attorney's Report

Attorney Peck stated that he 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 Dated April 1, 2023

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants dated April 1, 2023, in the amount of \$15,112.94 and the additional amount in February of \$ 1,970.50 for a total of \$17,083.52.

Trustee Jeanes seconded the motion. Roll call was taken. Ayes: Trustees

Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None.
Motion carried 5-0.

2. Audit and Approval of Road and Bridge District Fund Bills and Warrants Dated April 1, 2023.

Trustee Woods moved to approve the audit of the Road and Bridge District Fund Bills and Warrants dated April 1, 2023 in the amount of \$32,178.31, and the Administrative Expense in the amount of \$6033.42 for a total of \$38,211.73. **Trustee Abuzir** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

3. Audit and Approval of General Assistance Fund Bills Dated April 1, 2023.

Supervisor Schumann moved to approve the audit of General Assistance Fund Bills dated April 1, 2023. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Abuzir, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

4. Discussion and possible action on Ordinance 2023-O-01 AN ORDINANCE AMENDING TITLE 3 OF THE PALOS TOWNSHIP CODE RELATING TO BOARDS AND COMMISSIONS.

Trustee Woods explained the resolution and how the ordinance will be executed. Members of committees concerning the resolution will be appointed by the Township Supervisor with the advice and consent of the Township Board. Each committee will be chaired by a member of the Township Board to be named by the Supervisor. People can be on special boards and committees if they live in Palos Township or if they possess a majority ownership or share of a business in Palos Township. There was a discussion of the procedures that the committees follow. They must be compliant with the Open Meetings Act. The first committee that would be created by the ordinance would be the Disabilities Awareness Committee. Trustee Woods would like to put this Committee together because many people have disabilities whether physical or mental. This applies to both adults and children. One of the fastest growing disabilities is Autism. Many towns and park districts partner with the group Southwest Special Recreation

Association. Palos Heights is not a member of this group and most of the towns around here are members. Brent would like to partner with some town or municipality. The committee would be working toward coordinating activities with other municipalities. For instance, we could use recreation centers from some towns to do activities with these individuals. The committee would be reviewing and evaluating the disabilities and services that are available in Palos Township and submitting to the Township Board within the amount appropriated by them. We could offer services that were not available in other places. The members of the communities would be the township trustees. We would strive to look for caretakers or someone with a disability and try to have at least three of these people as members of the committee, and the rest of the committee would be residents of the township. Each committee would have seven members. Trustee Woods would like to model our program after the Homer Glen Committee which Brent feels is excellent. Many committees have attorneys who put on seminars concerning this topic.

Trustee Woods moved to adopt Ordinance **2023-O-01 AN ORDINANCE AMENDING TITLE 3 of the PALOS TOWNSHIP CODE RELATING TO BOARDS AND COMMISSIONS.**

Supervisor Schumann 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 reported that tax season is underway and three people from AARP are working with the residents preparing tax returns.

c. Technology, Automation and Information – Trustee Riley

Once again, **Trustee Riley** asked about the **iPad** on order. **Trustee Woods** just got the tax exempt status through and the iPad can now be ordered.

d. Building and Grounds – Trustee Jeanes

Trustee Jeanes stated that she had no report for the Board.

e.Public Services and Health – Trustee Abuzir

Trustee Abuzir reported the Cholesterol and Health Service fees for the month of February as follows:

Cholesterol	\$	0
Health Service Fees		290.00
Total	\$	290.00

Unfinished Business

There was no unfinished business to come before the Board.

New Business

A. Keep March Issue of Perspective Magazine.

Clerk Nolan asked the Board Members to keep their March issue of the Perspective Magazine in their mailboxes. The article in the Perspective can be used for our work on the Decennial Committee.

Citizen’s 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 7:38 P.M. **Trustee Jeanes** 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: April, 2023 for May, 2023 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	5/1/2023	Tasneem Abuzir	Payroll		10-10-10-107	Debit
2	5/1/2023	Gene Adams	Payroll		10-10-10-106	Debit
3	5/1/2023	Alice Batol Delrosario	Payroll		10-10-10-103	Debit
4	5/1/2023	Megan Catrambone	Payroll		10-10-10-110	Debit
5	5/1/2023	Carol Chamales	Payroll		10-40-10-102	Debit
6	5/1/2023	Joan Davis	Payroll		10-10-10-112	Debit
7	5/1/2023	Cara Feltz	Payroll		10-10-10-109	Debit
8	5/1/2023	Colleen Grant Schumann	Payroll		10-10-10-101	Debit
9	5/1/2023	Walter A. Halek DPM	Payroll		10-40-10-106	Debit
10	5/1/2023	Pamela Jeanes	Payroll		10-10-10-107	Debit
11	5/1/2023	Kathryn Keiffer	Payroll		10-40-10-102	Debit
12	5/1/2023	Kathleen Khan	Payroll		10-40-10-102	Debit
13	5/1/2023	Jennifer Leedy	Payroll		10-40-10-107	Debit
14	5/1/2023	Heather Malloy	Payroll		10-30-10-100	Debit
15	5/1/2023	Robert Maloney	Payroll		10-10-10-105	Debit
16	5/1/2023	Paula Neidenbach	Payroll		10-40-10-102	Debit
17	5/1/2023	Jane Nolan	Payroll		10-10-10-103	Debit
18	5/1/2023	Debra Ramos	Payroll		10-40-10-102	Debit
19	5/1/2023	Richard C. Riley	Payroll		10-10-10-107	Debit
20	5/1/2023	Luciano Valdez	Payroll		10-40-10-103	Debit
21	5/1/2023	Alicia Vodicka	Payroll		10-40-10-101	Debit
22	5/1/2023	Brent Woods	Payroll		Split	Debit
23	5/1/2023	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
24	5/1/2023	E.F.T.P.S.	Payroll - Employer FICA Expense		Split	Debit
25	5/1/2023	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-10-10-203	Debit
26	5/1/2023	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
27	5/1/2023	Payroll Processor	Payroll Processing Fees		10-10-30-108	Debit
29	5/1/2023	Peerless	Telephone Service	\$ 381.25	10-10-20-104	29845
30	5/1/2023	ComEd	Utilities - Electric	\$ 107.39	10-20-20-204	29846
31	5/1/2023	Valic	Voluntary Employee Deduction	\$ 150.00	10-10-10-206	29847
32	5/1/2023	The Big Blue Box	Contain-It Rental	\$ 89.00	10-40-40-407	29848
33	5/1/2023	Lika Construction Chicago	Cleaning Services	\$ 1,195.00	10-20-30-103	29849
34	5/1/2023	Richard Demma E.A.	Bookkeeping/Accounting	\$ 845.00	10-10-30-106	29850
35	5/1/2023	NCPERS Group Life Insur.	Voluntary Life Insurance	\$ 48.00	10-10-10-206	29851
36	5/1/2023	Richard Brandt	Building Maintenance	\$ 100.00	10-20-30-101	29852
37	5/1/2023	Tri-State Disposal	General Waste Disposal	\$ 86.49	10-20-20-202	29853
38	5/1/2023	Nicor Gas	Utilities - Electric	\$ 256.72	10-20-20-204	29854
39	5/1/2023	Central Managent Services	Health Insurance	\$ 4,322.00	Split	29855
40	5/1/2023	ODP Business Solutions	Office Supplies	\$ 564.87	10-10-40-100	29856
41	5/1/2023	Imagetec	Technology Equipment	\$ 105.84	10-10-40-102	29857
42	5/1/2023	McKesson	Medical Supplies	\$ 89.94	10-40-20-220	29858
43	5/1/2023	Tressler LLP	Legal Services	\$ 537.50	10-10-30-105	29859
44	5/1/2023	Stericycle, Inc.	Document Disposal	\$ 130.89	10-10-30-109	29860
45	5/1/2023	Adducci Vega Financial Group, LLC	Audit Fees	\$ 13,500.00	10-10-30-107	29861
46	5/1/2023	Uline	Office Supplies	\$ 438.00	10-10-40-100	29862
47	5/1/2023	Santiago Delgado	Landscaping/Ground Maintenance	\$ 510.00	10-20-30-102	29863
48	5/1/2023	Southtown	Publications and Subscriptions	\$ 114.02	10-10-20-103	29864
49	5/1/2023	Amazon Capital Services	Technology Equipment	\$ 6,276.04	10-10-40-102	29865
50	5/1/2023	Herb Schumann	Contingencies - Moderator Fee for Annual Town Meeting	\$ 100.00	10-10-20-105	29866
51	5/1/2023	Colleen Grant Schumann	Contingencies - Reimbursement Town Meeting	\$ 281.97	10-10-20-105	29867
52	5/1/2023	Bridgeview Golden Agers	Senior Service Contract Agreement	\$ 1,000.00	10-50-30-301	29868
53	5/1/2023	St. Patricia's Senior Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29869
54	5/1/2023	Our Lady of the Woods	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29870
55	5/1/2023	Young at Heart	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29871
56	5/1/2023	Palos Hills New Horizon Senior Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29872
57	5/1/2023	St. Mark Rockers	Senior Service Contract Agreement	\$ 1,000.00	10-50-30-301	29873
58	5/1/2023	Hickory Hills Senior Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29874
59	5/1/2023	Sacred Heart Fun Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29875
60	5/1/2023	O.F.F. Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29876
61	5/1/2023	Palos Heights Senior Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29877
62	5/1/2023	Palos Park Senior Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29878
63	5/1/2023	Worth Senior Citizens Friendship Club	Senior Service Contract Agreement	\$ 1,000.00	10-50-30-301	29879
64	5/1/2023	Willow Springs Senior Citizens Club	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29880
65	5/1/2023	Over 50 Fellowship	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29881
66	5/1/2023	City of Palos Hills 39'ers	Senior Service Contract Agreement	\$ 1,300.00	10-50-30-301	29882
67	5/1/2023	Duke's Ace Hardware	Building Maintenance Supplies	\$ 83.94	10-20-40-401	29883
68	5/1/2023	McKesson	Medical Supplies	\$ 174.19	10-40-20-220	29884
69	5/1/2023	Dearborn Life Insurance Company	Life Insurance	\$ 27.29	10-10-10-206	29885
70	5/1/2023	Comcast	Publications and Subscriptions	\$ 453.79	10-10-20-103	29886
71	5/1/2023	City of Palos Heights	Contingencies - Adopt A Pot	\$ 80.00	10-50-20-209	29887
72	5/1/2023	CivicPlus LLC	Technology and Automation Services	\$ 2,400.00	10-10-30-102	29888

Total for May, 2023 \$ 52,049.13

Additional Expenditures from April, 2023

1	4/10/2023	City of Palos Hills	Utilities - Water & Sewer	\$ 70.58	10-20-20-204	29842
2	4/12/2023	Lucky Burrito	Income Tax Service Expense - Thank You Luncheon	\$ 220.00	10-50-50-510	29843
3	4/17/2023	Petty Cash	Other Supplies & Materials - Petty Cash	\$ 400.00	10-10-40-108	29844

Total added to April, 2023 \$ 690.58

Township Trustee Woods

Township Trustee Riley

Township Trustee Jeanes

Township Trustee Abuzir

Township Supervisor Schumann

Co-signed:

Township Clerk Nolan