



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**

December 26, 2019 - 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
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 1. Christmas Distribution
 - 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."
 2. TOIPAC 2019-2020
 - 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
 2. Audit and Approval of Road and Bridge Fund Bills and Warrants

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 GA Bills and Warrants
 - b. Policy and Personnel - Supervisor Schumann
 - c. Technology, Information and Automation - Trustee Riley
 1. Microsoft Support January 14th, 2019
 - 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**

November 25, 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 **Supervisor 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, Supervisor Schumann and Highway Commissioner Adams. Also present was Township Attorney **Erik Peck** and Road and Bridge Administrative Assistant, **April Schrader**.

Pledge of Allegiance

Supervisor Schumann led the assembly in the Pledge of Allegiance.

Disposition of Minutes of the Combined Bill Audit and Road and Bridge District Meeting – October 28, 2019

a. Approval of the Minutes of the Combined Bill Audit and Road and Bridge District Meeting – October 28, 2019

Trustee Jeanes moved to approve the minutes of the October 28, 2019, Combined Bill Audit and Road and Bridge District Meeting. **Trustee Riley** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, 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 Schumann

1. Approval of Senior Services Grant to Over 50 Fellowship

Supervisor Schumann informed the Board that the new Senior group in Palos Heights at St. Alexander's Parish is now called the Over 50 Fellowship Group. They are asking to be reinstated as one of our senior groups who receive assistance from us in Palos Township through the Senior Grant Program. **Supervisor Schumann** met with the group and explained the services the township does for the residents, such as the Health Service, the Podiatrist, etc. Residents were surprised at the number of services available.

Supervisor Schumann moved that the Over 50 Fellowship Group from St. Alexander in Palos Heights be reinstated in the Senior Grant Program. **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. **Supervisor Schumann** explained that the township is completing the Thanksgiving Distribution this week. Over thirty families were involved and received food and gift cards. There is a family the township is helping in conjunction with the City of Palos Hills. They have just moved into Palos Hills and are in need of employment and other help.

b. Clerk Nolan

1. VTCC Program Announcement

Clerk Nolan informed the Board that she received her certificate at the November Conference in Springfield as she has completed the Voluntary Township Clerk Certification Program. **Clerk Nolan** is one of six clerks in the state of Illinois who possess this certification at this time.

c. **Highway Commissioner**

Commissioner Adams informed the Board that Morris Engineering met with the contractor from Lindahl concerning the nine roads that are supposed to be paved. The contractor issued a letter to the township stating that because there was nasty weather at the end of October and he didn't know what was going to happen in November, subsequently, they didn't want to do a bad job. They want decent weather in order to proceed. If they must wait until the spring of next year, they will hold the price on the contract. They requested to leave it up to them. Nothing has been accomplished since the contract was let. All **Commissioner Adams** has been doing is pothole patching and raking leaves out of sewers.

Commissioner Adams stated that he had nothing to report on the 133rd Street issue other than the MWRD has been unable to find the permit issued to Orland Park for the obstruction that they did at 133rd and 86th Avenue. He does not know how they are proceeding, but he cannot tell them anything nor make them do anything as it is Water Reclamation's jurisdiction.

There were many ideas presented the day at the site **Trustee Woods** stated.

Orland Park has a new business manager who has no idea what happened in the past. There was a discussion of what can be done to have the MWRD proceed.

It was discussed that the township call MWRD weekly to see what is happening. The township shall contact the residents in this area and tell them that the township will help MWRD to ascertain where we are concerning this problem.

Attorney's Report

Attorney Peck discussed a FOIA that was filed with the PAC at the Attorney General's Office. It was alleged that Palos Township did not provide all the documentation with regard to the security company that was employed by the Township. The Clerk provided all the documentation the Township had. Our attorneys prepared their response and last week they received the judgment of the PAC officer. They stated that the Township acted in accordance with the law and provided all the documentation that the Township was in possession of. The exact wording from the letter sent reads "the Public Access Bureau concludes that the Township's response to Ms. Marajda's request did not violate FOIA." Attorney Peck stated that he would supply copies of the letter to any Board member who requests it.

Attorney Peck is working on changes for the requirements for the Township for driveway permits. He is working on a packet which will contain ordinances, the permit, etc. April Schrader, the Administrative Assistant, can then just pass these out to the resident. This is being done just to clarify what is there.

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 \$30,584.09 for the month of December plus an additional \$2,430.43 for the month of November. The total amount is \$33,014.52. **Supervisor Schumann** 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 Road and Bridge District Fund Bills and Warrants

Trustee Woods moved to approve the audit of the Road and Bridge Fund Bills and Warrants in the amount of \$24,068.35 and the Administrative Expense in the amount of \$5,721.88 for a total of

\$29,790.23 for the Road and Bridge Fund Bills and Warrants. **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

3. Audit and Approval of General Assistance Bills and Warrants

Supervisor Schumann moved to approve the audit of the General Assistance Bills and 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.

4. Approval of Ordinance 2019-0-02 Tax Levy

Trustee Woods read the Levy Ordinance aloud. The amount of money that was extended from the previous year and levied is as follows. The Town Fund Tax is \$965,800.00 the General Assistance is \$136,000.00.

Trustee Woods moved to approve the adoption of ORDINANCE NUMBER 2019-0-02 "AN ORDINANCE PROVIDING FOR THE LEVYING AND ASSESSMENT OF TAXES FOR THE TOWN OF PALOS, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR COMMENCING ON APRIL 1, 2019 AND ENDING MARCH 31, 2020." **Trustee Jeanes** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 5-0.

5. Consideration of Ordinance 2019-0-02 Providing for the Levy for Road Purposes

Trustee Woods read the ordinance aloud. There was a shift between the levies of General Road Tax and the Hard Road Tax. This year there will not be a proportion at 50/50 between the two taxes, but it will be a 60/40 proportion. The Hard Road Tax will be 60%. The General Road Tax is \$306,900.00, and The Hard Road Tax is \$463,100 totaling \$709,000.00.

Trustee Woods moved to approve the adoption of ORDINANCE 2019-02-0 ANNUAL TAX LEVY FOR ROAD PURPOSES-2019 AND CERTIFICATION OF A SPECIAL TAX PURSUANT TO SECTION 6 601(605 ILCS 5/6 – 601, ET

SEQ.) OF THE HIGHWAY CODE. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Jeanes, Riley and Woods, Supervisor Schumann,

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann reported that the new Health Service nurse does live in Palos Township. She stated that Friday, December 20, 2019, will be the Holiday Luncheon. All are invited.

c. Technology, Information and Automation – Trustee Riley

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

d. Buildings and Grounds – Trustee Jeanes.

Supervisor Schumann stated she has not heard from the contractor for the township security cameras. The township is looking for different ideas concerning the installation of these cameras, and will move forward in this direction.

e. Public Services and Health – Trustee Brannigan

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

Unfinished Business

There was no unfinished business to come before the Board.

New Business

There was no new business.

Citizen's Wishing to Address the Board

Fran Tourdot from Illumident which has headquarters in Palos Hills, and promotes oral health and preventive care spoke. She would like a small grant as they never

charge for any of the programs they do. They are a 501C, and this past year they did five programs in the Palos Area, several of which were at the Township. She gave information to the Clerk. She stated that the seniors have always enjoyed the programs and the nurses are very pleased with the information they receive. **Supervisor Schumann** informed Ms. Tourdot that the township does not do Grant Programs for Service Organizations, but we can do ad participation or a donation for your advertisement. Ms. Tourdot stated that they do not have an ad book. She stated mainly their funding comes from grants.

Trustee Woods said that our budget is not presently set up for a grant. This would have to be done during budget restructuring. This will have to be addressed with the budget.

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 Jeanes** moved to adjourn the meeting at 7:09 P.M. **Trustee Brannigan** seconded the motion. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan

Clerk

Palos Township

RESOLUTION NO. 2019 – R – 08

A RESOLUTION ESTABLISHING THE ANNUAL CALENDAR OF REGULAR MEETINGS OF THE PALOS TOWNSHIP BOARD OF TRUSTEES FOR 2020

WHEREAS, in accordance with Section 2.02 of the Illinois Open Meetings Act, every public body shall give public notice of the schedule of regular meetings at the beginning of each calendar year or fiscal year and shall state the regular dates, times and places of such meetings.

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of the Township of Palos shall hold its General Meetings, Bill Audit Meetings and Road and Bridge District Meetings at seven o'clock in the evening (6:30 PM) in the Board Room of Palos Township Hall located at 10802 S. Roberts Road, Palos Hills, Illinois on the following dates during the calendar year beginning January 1, 2020, and ending December 31, 2020:

GENERAL MEETINGS:

Monday, January 13, 2020
Monday, February 10, 2020
Monday, March 9, 2020
Monday, April 13, 2020
Tuesday, April 14, 2020 – Annual Town Meeting
Monday, May 11, 2020
Monday, June 8, 2020
Monday, July 13, 2020
Monday, August 10, 2020
Monday, September 14, 2020
Monday, October 12, 2020
Thursday, November 12, 2020
Monday, December 14, 2020

COMBINED BILL AUDIT AND ROAD DISTRICT MEETINGS:

Monday, January 27, 2020
Monday, February 24, 2020
Monday, March 23, 2020
Monday, April 27, 2020
Tuesday, May 26, 2020
Monday, June 22, 2020
Monday, July 27, 2020
Monday, August 24, 2020
Monday, September 28, 2020
Monday, October 26, 2020
Monday, November 23, 2020
Monday, December 28, 2020

RESOLUTION 2019-R-08 Approved and Adopted this 26th Day of
December, 2019.

	AYE	NAY	ABSTAIN	ABSENT
TRUSTEE BRANNIGAN				
TRUSTEE JEANES				
TRUSTEE RILEY				
TRUSTEE WOODS				
SUPERVISOR SCHUMANN				

Colleen Grant Schumann, Township Supervisor

ATTEST:

Jane Nolan, Township Clerk

(SEAL)

PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

From: Town Fund

Date: December 26, 2019 for January 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	1/1/2020	Gene Adams	Payroll		10-0400	Debit
2	1/1/2020	Alice Batol Delrosario	Payroll		30-0300	Debit
3	1/1/2020	Sharon Brannigan	Payroll		10-0500	Debit
4	1/1/2020	Megan Catrambone	Payroll		10-0700	Debit
5	1/1/2020	Carol Chamales	Payroll		30-0200	Debit
6	1/1/2020	Joan Davis	Payroll		10-0700	Debit
7	1/1/2020	Elise Farrell	Payroll		30-0200	Debit
8	1/1/2020	Samantha Goerg	Payroll		10-0700	Debit
9	1/1/2020	Colleen Grant Schumann	Payroll		10-0100	Debit
10	1/1/2020	Walter A. Halek DPM	Payroll		30-0400	Debit
11	1/1/2020	Pamela Jeanes	Payroll		10-0500	Debit
12	1/1/2020	Kathryn Keiffer	Payroll		30-0200	Debit
13	1/1/2020	Kathleen Khan	Payroll		30-0200	Debit
14	1/1/2020	Jennifer Leedy	Payroll		30-0500	Debit
15	1/1/2020	Robert E. Maloney	Payroll		10-0300	Debit
16	1/1/2020	Heather Malloy	Payroll		20-0100	Debit
17	1/1/2020	Paula Neidenbach	Payroll		30-0200	Debit
18	1/1/2020	Jane Nolan	Payroll		10-0200	Debit
19	1/1/2020	Debra Ramos	Payroll		30-0200	Debit
20	1/1/2020	Richard C. Riley	Payroll		10-0500	Debit
21	1/1/2020	Luciano Valdez	Payroll		30-0300	Debit
22	1/1/2020	Alicia Vodicka	Payroll		30-0200	Debit
23	1/1/2020	Brent Woods	Payroll		Split	Debit
24	1/1/2020	E.F.T.P.S.	Payroll - Employer Medicare Expense		Split	Debit
25	1/1/2020	E.F.T.P.S.	Payroll - Employer FICA Expense		Split	Debit
26	1/1/2020	E.F.T.P.S.	Payroll - Employer Unemployment Tax		10-1200	Debit
27	1/1/2020	IMRF - Town Fund Portion	Pension Contributions Employer Portion Town		Split	Debit
28	1/1/2020	Payroll Processor	Payroll Processing Fees		12-1600	Debit
29	1/1/2020	NCPERS Group Life Ins.	Voluntary Group Life Insurance	\$ 32.00	10-1510	
30	1/1/2020	Valic c/o Jp Morgan Chase Bank	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
31	1/1/2020	The Reporter Newspaper	Publishing & Advertising	\$ 305.00	11-1000	
32	1/1/2020	Village View Publications	Publishing & Advertising	\$ 150.00	11-1000	
33	1/1/2020	Call One	Telephone Service	\$ 457.74	11-1300	
34	1/1/2020	Monterrey Security	Contingencies	\$ 654.08	11-1400	
35	1/1/2020	Nicor Gas	Utilities - Gas	\$ 138.71	11-2000	
36	1/1/2020	ComEd	Utilities - Electric	\$ 339.38	11-2000	
37	1/1/2020	Richard Demma E.A.	Bookkeeping / Accounting	\$ 765.00	12-1400	
38	1/1/2020	Shred-It	Document Disposal	\$ 54.48	12-1700	
39	1/1/2020	ITSavvy	Equipment Maintenance	\$ 67.43	13-1600	
40	1/1/2020	Beary Landscaping	Landscape / Ground Maintenance	\$ 550.00	14-1100	
41	1/1/2020	Dashmire Lika	Cleaning Service	\$ 795.00	14-1200	
42	1/1/2020	Johnson Controls Security Solutions	Alarm System	\$ 341.85	14-1500	
43	1/1/2020	Heather Malloy	Reimbursement - Transporation & Travel	\$ 20.30	20-1700	
44	1/1/2020	Schwaab Inc	Office Supplies	\$ 88.25	23-1000	
45	1/1/2020	Sharon Brannigan	Reimbursement - H.S. Contain - It Rental	\$ 89.00	33-1400	
46	1/1/2020	Office Depot	Office Supplies	\$ 234.75	Split	
47	1/1/2020	Cms	Local Government Healthcare	\$ 4,377.00	Split	
48	1/1/2020					
Total for January 2020				\$ 9,509.97		

Additional Expenditures from December 2019

1	12/13/2019	City of Palos Hills	Utilities - Water & Sewer	\$ 65.02	11-2000	28499
2	12/13/2019	Petty Cash	Other Supplies & Materials	\$ 400.00	13-1400	28500
3	12/13/2019	IL Counties Risk Management Trust	Insurance (P&L)	\$ 13,461.12	11-1700	28501
4	12/13/2019	IL Counties Risk Management Trust	Insurance (Workers Comp)	\$ 4,606.00	11-1600	28502
5	12/17/2019	Fairplay Foods	Holiday Meal Distribution	\$ 1,550.00	60-1010	28503
Total added to December 2019				\$ 20,082.14		

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 **January 1, 2020** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 910.36	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	
	Blue Cross Blue Scheild Illinois	Medicare supp prem	\$ 186.00	6963	
4-	April Schrader	Wages for November hours	\$ 3,196.15		DEBIT
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					
			\$5,719.88		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **1st day January 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 **December 26, 2019** on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
	Palos Township R&B Bond Acct	to correct deposit error	\$ 5,000.00		13468
	Illinois Counties Risk Mgmt trust	insurance prem	\$ 7,084.80		13469
2-	ComED 08911	light rental	\$ 395.82	5133	13470
3-	ComED101315	light rental	\$ 118.46	5133	13471
	Tri-State Disposal	hwy debris disposal	\$ 73.82	8103	13472
	Palos Ace Hdw	materials	\$ 25.18	5113	13473
4-	CPW	materials	\$ 8.36	5113	13474
	Sprint	phones	\$ 41.55	6983	13475
	Schroeder's Garden Center	materials	\$ 24.76	5113	13476
	Gallagher Materials	materials	\$ 535.68	5113	13477
	Tressler LLP	legal	\$ 1,640.00	6913	13478
	Kopping Enterprises	per contract	\$ 27,388.00		13479
	Gene Adams				
	AT&T				
10-					
11-					
12-					
14-					
23-					
32-					
33-					
34-					
35-					
			\$42,336.43		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this **26th day of December 2019** 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