



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**

April 23, 2018 - 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 of the Combined Bill Audit and Road District Meeting - March 26, 2018
4. Special Communications, if any
5. Reports of Officials
 - a. Supervisor
 1. Consideration of Cost of Living Increases for Staff
 - b. Clerk
 1. Attendance for TOCC Spring Conference
 2. Statements of Economic Interests
 - c. Highway Commissioner
6. Attorney's Report
7. Reports of Standing Committees
 - a. Finance and Administration - Trustee Woods
 1. Approval of Town Fund Bills and Warrants
 2. Approval of Road and Bridge Fund Bills and Warrants
 3. Approval of GA 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

- 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

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Backup material for agenda item:

- a. Approval of Minutes of the Combined Bill Audit and Road District Meeting - March 26, 2018

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PALOS TOWNSHIP
COMBINED BILL AUDIT AND ROAD AND BRIDGE DISTRICT MEETING
10802 S. ROBERTS ROAD PALOS HILLS, ILLINOIS 60465

MARCH 26, 2018 – 7:00 P.M.

Call to Order and Roll Call

The Combined Bill Audit and Road and Bridge District Meeting g was called to order by Supervisor Schumann in the Township Hall, 10802 S. Roberts Road, Palos Hills, at 7:00 P.M.

Trustee Brannigan moved that **Trustee Riley** attend the meeting electronically. **Trustee Woods** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan and Woods, Supervisor Schumann. Nays: None. Motion carried 3-0.

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

Absent: Trustee Jeanes

Pledge of Allegiance

Supervisor Schumann led the assembly on the Pledge of Allegiance.

Disposition of Minutes from Previous Meetings

- a. **Approval of Minutes – February 26, 2018 Combined Bill Audit and Road and Bridge District Meeting**

Trustee Brannigan moved to approve the minutes of the February 26, 2016, Combined Bill Audit and Road and Bridge District Meeting, **Trustee**

Woods seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley, and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

Special Presentations/Communications

There were no special presentations or communications at this meeting.

Reports of Officials

a. Supervisor

Supervisor Schumann informed the Board that the tax season at the Township is still in progress. One of the preparers has been out due to illness, but his place was taken by another tax preparer. The Easter Distribution was held on March 28, 2018, and it was very successful. Approximately, forty Easter Baskets were distributed to residents, along with food and a gift certificate. The gift certificates are purchased by the Township with the money received from township resident donations.

b. Clerk

1. Democracy Update

Clerk Nolan informed the Board that the March 14, 2018, Democracy Update mainly discussed different aspects of the upcoming 2018 Gubernatorial Primary Election. Some of the things discussed were the Mail Ballot Deadline Approaching, Early Voting in Full Swing, and Election Day Registration. It was noted that thanks to a 2016 decision by the Seventh Circuit U.S. Court of Appeals, the March 20th Election will be the first Gubernatorial Primary to offer Election Day Registration.

2. Statements of Economic Interest Due May 1, 2017

Clerk Nolan reminded the Board members that their statements of

Economic Interest are due on May 1, 2018, and that she needs a copy of each of their submitted statements for her records.

3. Approval of Annual Town Meeting Agenda

Clerk Nolan informed the Board that the Annual Town Meeting will take place on Tuesday, April 10, 2018, at 7:00 P.M. in the Township Hall, and that the agenda for such meeting was to be approved.

Trustee Woods moved to approve the **Palos Township Annual Town Meeting Agenda Tuesday, April 10th, 2018, at 7:00 P.M.** **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

c. Highway Commissioner

Commissioner Adams informed the Board that he had no answer at this Time concerning the question from the resident residing on 85th Avenue, Palos Park.

Commissioner Adams stated that all paperwork for the flashing lights for District #117 at 103rd and 88th Avenue has been submitted to the County. These are school crossing flashing solar lights, and they will be clock Controlled. The County has to approve this.

Commissioner Adams informed the Board that he attempted to stop a Job at 133rd and 84th Avenue due to a possible dangerous situation Within the township right away. The Cook County Sheriff's Police were Called, but would not address the problem.

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

Trustee Woods moved to approve the audit of the Town Fund Bills and Warrants in the amount of \$11,951.99. **Supervisor Schumann** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

2. Audit and Approval of Road and Bridge Fund Bills and Warrants.

Trustee Woods moved to approve the audit of the Road and Bridge District Bills and Warrants in the amount of \$30, 506.99 including the administrative costs. **Trustee Brannigan** seconded the motion. Roll call was taken. Ayes: Trustees Brannigan, Riley and Woods, Supervisor Schumann. Nays: None. Motion carried 4-0.

Commissioner Adams stated that the Road and Bridge District will be the same this year.

3. 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, Riley and Woods, Supervisor Schumann. Nays: none. Motion carried 4-0.

Trustee Woods stated that he is working on the budget, and will have the document ready soon. There will not be much of a change from last year's budget figures. He will also work on the Road and Bridge District budget and the General Assistance Budget.

b. Policy and Personnel – Supervisor Schumann

Supervisor Schumann stated that there are no new issues concerning policy and personnel.

c. Technology, Information and Automation – Trustee Riley

Trustee Riley inquired if everything was going well with the new computer and monitor.

d. Buildings and Grounds – Trustee Jeanes

There was no report as Trustee Jeanes did not attend the meeting.
Bids for the parking lot project are ongoing.

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 for the Board.

New Business

There was no new business for the Board.

Citizens Wishing to Address the Board

There was a question for the Board concerning Erroneous Exemptions. Has the Township received any money back from this? Yes, the Township does receive some money from Erroneous Exemptions, but it is very little.

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 7:28 P.M. The motion to adjourn was made by Trustee Woods and seconded by Trustee Brannigan. The motion was passed unanimously. Meeting adjourned.

Jane A. Nolan
Clerk
Palos Township

Backup material for agenda item:

1. Attendance for TOCC Spring Conference

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



The Officers and Board of Directors would like to formally request
the pleasure of your company at the

TOCC 2018 Spring Conference and Annual Meeting

Wednesday, May 16th, 2018
William Tell Holiday Inn
6201 Joliet Rd., Countryside, IL

6:00 pm - Networking hour & cash bar
7:00 pm - Dinner and program

This year's program for the evening will be centered around the topic of **Leadership**

Our Legislation committee will also be providing updates on township
consolidation legislation and the current status of pending bills in Springfield.

*We invite you to bring associates who would enjoy an evening of
networking and fellowship, while developing a greater understanding
of Townships - the closest form of government to the people*

Please register on the website if you are able to attend at www.TOCC-IL.com
RSVP's must be received no later than **Wednesday, May 9, 2018.**
Register early, Space is limited.

Cost to attend is \$20.00 for Township Officials; \$25.00 for Staff and Guests

Contact Austin Hopkins, Administrative Assistant of TOCC with any questions
email: twpoccc@gmail.com



Township Officials of Cook County
www.tocc-il.com www.facebook.com/toccil

President Elliott Johnson • Vice President Timothy Heneghan • Secretary Katy Dolan Baumer • Treasurer Fran Sitkiewicz

Backup material for agenda item:

1. Approval of Town Fund Bills and Warrants

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PALOS TOWNSHIP
STATE OF ILLINOIS
COUNTY OF COOK

FROM: TOWN FUND

DATE: April 23, 2018 for May 1, 2018 BILL AUDIT

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 above listed date on account of the listed purposes.

No.	Date	Vendor	Purpose	Amount (GROSS)	Account Number	Check #
1	5/1/2018	GENE ADAMS	Payroll		10-0400	
2	5/1/2018	ALICE BATOL DELROSARIO	Payroll		30-0300	Debit
3	5/1/2018	SHARON BRANNIGAN	Payroll		10-0500	Debit
4	5/1/2018	CAROL CHAMALES	Payroll		30-0200	Debit
5	5/1/2018	EVELYN DIBBERN	Payroll		20-0100	Debit
6	5/1/2018	SAMANTHA GOERG	Payroll		10-0700	Debit
7	5/1/2018	COLLEEN GRANT SCHUMANN	Payroll		10-0100	Debit
8	5/1/2018	WALTER A. HALEK DPM	Payroll		30-0400	Debit
9	5/1/2018	ALAN HIVICK	Payroll		10-0700	Debit
10	5/1/2018	PAMELA A JEANES	Payroll		10-0500	Debit
11	5/1/2018	KATHRYN KEIFFER	Payroll		30-0200	Debit
12	5/1/2018	KATHLEEN KHAN	Payroll		30-0200	Debit
13	5/1/2018	JENNIFER LEEDY	Payroll		30-0500	Debit
14	5/1/2018	ROBERT E. MALONEY	Payroll		10-0300	Debit
15	5/1/2018	PAULA NEIDENBACH	Payroll		30-0200	Debit
16	5/1/2018	JANE NOLAN	Payroll		10-0200	Debit
17	5/1/2018	DEBRA RAMOS	Payroll		30-0200	Debit
18	5/1/2018	RICHARD C. RILEY	Payroll		10-0500	Debit
19	5/1/2018	LUCIANO VALDEZ	Payroll		30-0300	Debit
20	5/1/2018	ALICIA VODICKA	Payroll		30-0200	Debit
21	5/1/2018	MARY WALLENBURG	Payroll		Split	Debit
22	5/1/2018	BRENT WOODS	Payroll		10-0500	Debit
23	5/1/2018	E.F.T.P.S.	Payroll - <u>Employer</u> Medicare Expense		Split	Debit
24	5/1/2018	E.F.T.P.S.	Payroll - <u>Employer</u> FICA Expense		Split	Debit
25	5/1/2018	E.F.T.P.S.	Payroll - <u>Employer</u> Unemployment Tax		10-1200	Debit
26	5/1/2018	IMRF - TOWN FUND PORTION	Pension Contributions <u>Employer</u> Portion Town		Split	Debit
27	5/1/2018	PAYROLL PROCESSORS	Payroll Processing Fees		12-1600	Debit
28	5/1/2018	NCBERS GROUP LIFE INS.	Voluntary Group Life Insurance	\$ 64.00	10-1510	
29	5/1/2018	VALIC C/O JP MORGAN CHASE BANK	Employee Voluntary 457b Contrib. Plan	\$ 50.00	10-1510	
30	5/1/2018	TOWNSHIP OFFICIALS OF ILLINOIS	2018 Education District Registration	\$ 75.00	10-1800	
31	5/1/2018	CALL ONE	Telephone Service	\$ 395.69	11-1300	
32	5/1/2018	NICOR GAS	Utilities - Gas	\$ 142.78	11-2000	
33	5/1/2018	COM ED	Utilities - Electric	\$ 127.26	11-2000	
34	5/1/2018	RYDIN	2019 Handicapped Placards	\$ 153.03	11-2100	
35	5/1/2018	TRESSLER LLP	Legal Service	\$ 6,480.90	12-1300	
36	5/1/2018	RICHARD DEMMA E.A.	Bookkeeping / Accounting	\$ 1,440.00	12-1400	
37	5/1/2018	SHRED-IT	Document Disposal	\$ 47.58	12-1700	
38	5/1/2018	BEARY LANDSCAPE MGMT	Ground Maintenance	\$ 120.00	14-1100	
39	5/1/2018	DACI CLEANING SERVICE	Cleaning Service for April 2018	\$ 795.00	14-1200	
40	5/1/2018	PARK PRINTING	Health Service - Printing	\$ 138.00	31-1000	
41	5/1/2018	McKESSON MEDICAL	Medical Supplies	\$ 174.02	31-2000	
42	5/1/2018	MOORE MEDICAL	Medical Supplies	\$ 116.06	31-2000	
43	5/1/2018	SHARON BRANNIGAN	Reimbursement - Health Service Storage Container	\$ 89.00	33-1400	
44	5/1/2018	RICHARD BRANDT	Income Tax Expense	\$ 200.00	40-1500	
45	5/1/2018	CAROL BIRGLIND	Income Tax Expense	\$ 150.00	40-1500	
46	5/1/2018	TOM O'CONNOR	Income Tax Expense	\$ 150.00	40-1500	
47	5/1/2018	DEARBORN NATIONAL LIFE INS	Life Insurance	\$ 86.25	Split	
48	5/1/2018	CMS	Health Insurance	\$ 4,466.00	Split	
49	5/1/2018	OFFICE DEPOT	Office Supplies	\$ 588.75	Split	
50	5/1/2018	PLOWS COUNCIL ON AGING	Donations from Income Tax Clients	\$ 1,322.00	11-1400	
51	5/1/2018	LUCAS SCHUMANN	Moderator Fee for Annual Town Meeting	\$ 100.00	11-1400	
52	5/1/2018	COMPUTER BITS, INC.	Assessor - Annual Program Maintenance	\$ 475.00	22-1300	
53	5/1/2018	TRI-STATE DISPOSAL	General Waste Disposal	\$ 71.76	14-1600	

TOTAL FOR MAY 2018	\$ 18,018.08
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ADDITIONAL EXPENDITURES FROM APRIL 2018

1	4/2/2018	IL COUNTIES RISK MGMT TRUST	Workers Compensation 2016-2017 Audit	\$ 68.00	11-1700	27816
2	4/6/2018	IL NOTARY "DISCOUNT" BONDING CO.	Evelyn - Notary (Shipping & Handling)	\$ 5.95		27818
3	4/10/2018	DURBIN'S	Annual Town Meeting Dinner	\$ 470.00		27756

Total Added to April 2018	\$ 543.95
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Township Trustee

Township Trustee

Township Trustee

Township Trustee

Township Supervisor

Co-signed:

Township Clerk

Backup material for agenda item:

2. Approval of Road and Bridge Fund Bills and Warrants

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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 MAY 1, 2018 on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-	IMRF	Employee & Employer Contribution	\$ 825.86	6993	EFT
2-	US Treasury US 941	Payroll Taxes	\$ 1,216.01		EFT
3-	Illinois Dept of Revenue US 501	Monthly Payroll taxes	\$ 194.04		EFT
	NCPERS	Employee deduct vol life ins	\$ 16.00	6963	
	Blue Cross Blue Shield Illinois	Medicare supplement prem	\$ 174.00		
	April Schrader	Wages for March	\$ 2,807.92		
4-	Dearborn National Insurance	Qtrly Life ins prem	\$ 34.50		
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					
14-					
15-					
			\$5,268.33		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this 1st day MAY 2018 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 April 23, 2018 on account of the listed purposes.

Number	Vendor	Purpose	Amount	Acct#	Check#
1-					
2-	ComED 08911	light rental	\$ 409.20	5133	
3-	ComED101315	light rental	\$ 5.80	5133	
	Cook County Treasurer	school flasher maint	\$ 24.00	5113	
4-	Sprint	phones	\$ 59.04	6983	
	JULIE	notifications	\$ 81.35	8103	
5-	Tri-State Disposal	hwy debris disposal	\$ 70.30	8103	
	Gallagher Materials	Materials	\$ 1,229.27	5113	
	Portable Equipment	Materials	\$ 12.00	5113	
	Palos Ace Hdw	materials	\$ 20.65	5113	
	R Demma & Assoc	meeting prep-town mtg	\$ 675.00		
10-	Tressler LLP	Legal	\$ 410.00	6913	
11-	Morris Engineering	misc engineering for flasher etc	\$ 1,765.25		
12-	Kopping Enterprises	per contract	\$ 23,448.00		
	Township Officials of Cook County	Spring Conference	\$ 70.00		
14-	Gene Adams	travel mileage			
	AT&T	phones			
15-					
16-					
17-					
18-					
19-					
20-					
23-					
32-					
33-					
34-					
35-					
			\$28,279.86		

We, the undersigned, members of the PalosTownship Board of Trustees, Cook County, Illinois, do hereby certify that we this 23rd day of April 2018 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