

# TOWNSHIP OF ORLAND



**Paul A. O'Grady**  
Supervisor

**Shannon Olson**  
Clerk

**Kenneth Duffy**  
**Lena Matariyeh**  
**Kenneth Soltis**  
**Frank Williams**  
Trustees

**Rich E. Kelly**  
Assessor

**William Brennan**  
Highway Commissioner

#### *Office Locations*

**Administrative Office**  
**Assessor's Office**  
**Youth & Family**  
**Counseling Services**  
14807 S. Ravinia Avenue  
Orland Park • IL 60462

Main Fax Number  
(708) 403-4260

**Administrative Office &**  
**Youth & Family Counseling**  
**Services Office**  
Telephone Number  
(708) 403-4222

**Assessor's Office**  
Telephone Number  
(708) 403-4712

**Highway Department Office**  
16125 S. Wolf Road  
Orland Park • IL 60467

Telephone Number  
(708) 403-5148

Fax Number  
(708) 403-5165

[www.orlandtownship.org](http://www.orlandtownship.org)

## AGENDA

### FOR THE REGULAR BOARD MEETING OF THE SUPERVISOR AND THE BOARD OF TRUSTEES OF THE TOWNSHIP OF ORLAND for SEPTEMBER 15, 2025 (7:00 P.M.)

1. **Call Meeting To Order**
2. **Pledge of Allegiance**
3. **Roll Call**  
Supervisor O'Grady ( ) Clerk Olson ( ) Trustee Duffy ( )  
Trustee Matariyeh ( ) Trustee Soltis ( ) Trustee Williams ( )
4. **Clerk's Report:** Clerk Olson  
A motion to approve the following meeting minutes:  
  
August 18, 2025- Regular Meeting Minutes  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )  
  
August 18, 2025- Closed Session Minutes  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
5. **Public Comment**
6. **Cook County Sheriff Police Hireback Program Report**
7. **Reports:**
  - a. Supervisor O'Grady
    - i. Update regarding Cook County Zoning Matter - 17101 S. Wolf Rd.  
(proposed repossession storage lot)
  - b. Trustees Soltis, Williams, Duffy, Matariyeh
8. **Unfinished Business**

## 9. New Business

- a. A motion to approve Andrea Smaga as Assistant Administrator.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- b. A motion to introduce and approve Amy Haddad as Health Services Coordinator.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- c. A motion to approve that upon the October completion of the new Health Services Coordinator's orientation, Elizabeth Credio will transfer to Senior Services for training to become new Senior Services Coordinator when the present coordinator retires in April '26. Elizabeth's salary will be increased to the amount appropriated in the 2025-26 budget.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- d. A motion to approve Government Consulting Services of Illinois, LLC, contract through December 31, 2025.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- e. A motion to discuss and approve SunCom contract.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- f. A motion to discuss allocation of \$200,000 DCEO Grant funds.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- g. Discussion and possible action related to encouraging SD230 to consider adding Arabic as an optional World Language course to its curriculum.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- h. A motion to terminate contract of Foremost Strategy with 30-day notice as contractually required.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- i. A motion to terminate contract of PubliCity with 30-day notice as contractually required.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )
- j. A motion to establish a non-resident rate structure for Township sponsored social events; non-resident rate shall be 150% of resident rate.  
M \_\_\_\_ 2nd \_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )

- k. Discussion of establishing certain staff reporting requirements to the Board of Trustees including policies related to:

1. Processing of Freedom of Information Act requests and reporting requests to the Board of Trustees.
2. Process for reporting certain incidents, such as fall or injuries on Township property, thefts, acts or threats of violence, etc. to the Board.
3. Reporting and tracking certain contractor or vendor issues, questions or updates to the Board.
4. Process for reporting and updating the Board regarding litigation (probable or pending) and other legal issues to the Board.
5. Reporting building issues and maintenance concerns to the Board.
6. Reporting certain employee issues, including disciplinary matters, performance concerns, etc. to the Board.
7. Reporting resident issues or complaints to the Board.
8. Other policies and procedures that the Board deems necessary.

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

- l. A motion to discuss and vote on spending an additional \$20k on park improvements.

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

- m. A motion to establish a system for notifying and gaining approval of the board PRIOR to posting or distribution of any and all public communications: Press Releases, Social Media Posts, Website, Mass Emails, electronic communications. and printed communications.

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

- n. A motion to prohibit any employee or contractor from creating or distributing any Township related post or publication for individual personal use of elected officials (Supervisor, Clerk, Trustees, Highway Commissioner, Assessor).

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

- o. A motion to approve additional FOIA officers Andrea Smaga and Clerk Olson.

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

- p. A motion to approve Payment of Bills as presented in the report dated September 15, 2025, with the following funds: (1) \$192,607.82 from the Town Fund, (2) \$53,874.62 from the Road and Bridge Fund, and (3) \$30,115.46 from the General Assistance Fund.

M\_\_\_\_ 2<sup>nd</sup>\_\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )

Trustee Williams ( ) Supervisor O'Grady( )

10. Closed Session – 5 ILCS 120/2(c)(1) - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.
11. Possible Action Coming Out of Closed Session
- a. A motion to terminate Employee A (recite the name publicly at meeting) effective immediately. M\_\_\_2nd\_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( ) Trustee Williams ( ) Supervisor O'Grady( )
12. A motion to **ADJOURN** the meeting at \_\_\_\_\_ p.m.  
M \_\_\_ 2nd \_\_\_: Trustee Duffy ( ) Trustee Matariyeh ( ) Trustee Soltis ( )  
Trustee Williams ( ) Supervisor O'Grady ( )

**(Issued: 09/12/25)**

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|-------------------|-------------------------------------------------------------------------------------------|---------------|
| October 20, 2025  | 7:00 P.M.                                                                                 | Board Meeting |
| November 17, 2025 | 7:00 P.M.                                                                                 | Board Meeting |
| December 15, 2025 | 7:00 P.M.                                                                                 | Board Meeting |
| Location:         | Orland Township Administration Center<br>14807 S. Ravinia Avenue<br>Orland Park, IL 60462 |               |