

# TOWNSHIP OF ORLAND



## Minutes - Township Board of Trustees

**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)

State of Illinois,  
Cook County,  
Township of Orland } ss.

1. August 18, 2025 Closed Session meeting was called to order at 7:41 p.m. by Supervisor O'Grady.
2. Discussion ensued about specific employee performance and job responsibilities. All employee job descriptions are being created by administrative staff with a deadline of end of October for completion.
3. Informed of an FMLA request by a specific employee to be reviewed.
4. A motion to adjourn the closed session and reconvene in open session to discuss: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity was made by Supervisor O'Grady at 8:32 p.m. and seconded by Trustee Matariyeh.

5 Aye      0 Nay