

Maine Township Board Meeting October 24, 2017

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:
www.maintownship.com

Board Members Present: Trustees Jones, Carrabotta, McKenzie and Sweeney

Other Elected Officials Present: Supervisor Morask, Clerk Gialamas, Assessor Moylan Krey and Highway Commissioner Kazmierczak

Other in attendance: Dayna Berman, Dan Dowd, Doriene Prorak, Denise Jajko, Elizabeth Coy, Richard Lyon, Marsha Warnick, Michael Samaan, Mary Swanson, Alex Barton, Dagmar Rutzen, David Gnutek, Carol Langan, Dennis Martin, Jean Dietsch, Ryan McKenzie, Robin Bessette, Marie Dachniwsky, Ed Brizzolara, Gary Slipke, L. Slipke, Susan Culotta, Peggy Brizzolara, Monika Jaroszewicz, Dan Gott, Therese Tully, Donna Adam, Todd Wessell, Jennifer Johnson, Eric Poders and Wiesia Tytko

Supervisor Morask called the meeting to order at 7:30 p.m., Clerk Gialamas led the Pledge of Allegiance and called the roll.

Supervisor Morask pointed out that our Rules of Public Participation allows the attendees to speak on any agenda item during the meeting. The speaker needs to use the microphone on the podium, state their name and be video recorded.

Agenda Item: Approval of Minutes of September 26, 2017 Board Meeting

Trustees Sweeney, McKenzie and Carrabotta proposed their revisions to the September 26th Board meeting minutes.

Assessor Moylan Krey commented on Trustee Sweeney's revisions that in her opinion nothing should be interjected into the minutes that wasn't said at that Board meeting.

Trustee Sweeney stated that the video time revisions will help the public understand the meeting and will give directions for the topics discussed. She added that it will help by not using a lot of language around a summary. She also pointed out that Supervisor Morask already used the same process in the September minutes.

Clerk Gialamas suggested to put the time of particular discussion in parentheses.

Trustee Jones	Motion to waive the reading and approve the minutes of the September 26, 2017 Board Meeting as amended.
Supervisor Morask	Second.
Motion carried on a roll call vote as follows:	
Supervisor Morask	Yes
Trustee Jones	Abstain
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: Public Participation
None.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated September 22, 2017 and October 6, 2017 and General Assistance checks #50899 through check #50957 in the amount of \$71,226.05.

Trustee Jones	Motion to approve.
Trustee Sweeney	Second with the exception of check #50910 for Attorney Gregory Pelini for \$975.00.

Trustee Carrabotta, McKenzie and Sweeney objected to approve the check #50910 for Attorney Pelini.

Supervisor Morask ask for a roll call and stated that even though there is an objection by the Trustees, by law all the expenditures for General Assistance must be paid.

Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	No
Trustee McKenzie	No
Trustee Sweeney	No

Motion failed.

Agenda Item: Approval of Road District Expenditures

Payrolls dated October 6, 2017 and October 20, 2017 and Road District checks #20009 through check #20056 in the amount of \$103,198.22.

Trustee Sweeney	Motion to approve.
Trustee Jones	Second.

Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated October 6, 2017 and October 20, 2017 and General Town Fund checks #55353 through check #55429 in the amount of \$282,900.81.

Trustee Carrabotta	Motion to approve.
Trustee McKenzie	Second.

Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: Mary Swanson/MaineStreamers

Mary Swanson announced that after 16 years working in Maine Township she is going to retire on November 17, 2017.

Ms. Swanson thanked the current Board and the past Board for their support of the MaineStreamers program. She stated that working with the MaineStreamer members is an emotional job and due to the personal nature of this program she got to know these members very well and it will be difficult for her to leave. Ms. Swanson introduced her staff: Assistant Director, Therese Tully, Program Coordinators, Senior Associate, Debra O'Brien, Monika Jaroszewicz and Marie Dachniwsky who will be recognized with a Senior Staff Member of the Year award at TOI. She stated that she truly feels that she leaves this department in good hands.

Ms. Swanson pointed out that it has truly been an honor and privilege to be a part of the Maine Township MaineStreamers.

Supervisor Morask stated that Ms. Swanson will be greatly missed but she is leaving a great department and great programs to be continued.

Agenda Item: Officials' Reports

Assessor Moylan Krey stated that Ms. Swanson will be missed. She added that her program was so dignified and had so much purpose. She thanked Ms. Swanson and her programs for our seniors that are keeping them active and alive.

Assessor Moylan Krey stated that her department sponsored two outreach Board of Review programs, one was held in Maine Township Town Hall and second one at Good Shepperd Church in Des Plaines. Almost 100 people participated in the program in our Town Hall. She added that the Board of Review opened on 9/25 and went through 10/24. During this time her office accepted 466 phone calls, 1,526 visits and 1,274 appeals.

Assessor Moylan Krey pointed out that her office always wants to make sure that our residents receive respect they deserve and the best service possible. She added that there are 1,056 people who are delinquent on their taxes and her office will be letting them know that they have until May 4, 2018 to pay their taxes.

Highway Commissioner Kazmierczak reported that the last tree branch pick-up was held on Monday, September 18th. He stated that the heavy rain fall did not cause overflowing of any creeks and didn't require sand bags.

Highway Commissioner Kazmierczak asked for approving a resolution for selling or disposing of three surplus vehicles. He explained that these vehicles have over 90,000 miles each and the auction will be through the internet. He added that this year after selling the Highway Department surplus vehicles and equipment they received over \$40,000.00. Highway Commissioner Kazmierczak reported that the Aqua project on Washington, Golf and Central is taking longer that it supposed to but hopefully will be done before winter weather.

Highway Commissioner Kazmierczak stated that he attended the Illinois Public Works Mutual Aid Network conference with a great speaker from the Illinois Emergency Management Agency. He added that this organization is being very helpful in case of any emergencies and the Highway Department is a member since June. He noted that when the heavy rain fell in Lake County in August, many various Highway Departments and Public Works Departments including two of the Maine Township Highway Department workers responded to volunteer and support this situation.

Clerk Gialamas congratulated and expressed his heartfelt thank you to Mary Swanson who was one of the first ones to welcomed him when he started to work in our Township. He said that he enjoyed working with her and next to her and he is proud what the Senior Department accomplished. In his opinion it is the best senior program in the area.

Trustee Jones extended her thanks to Mary Swanson for her hard work for all these years working with Maine Township seniors. She stated that she attended many of their events and her wonderful staff always does an excellent job. Trustee Jones congratulated Marie Dachniwsky, Assessor Moylan Krey and Marty Cook on winning awards. She added that our Township won seven awards from the Township Officials of Illinois which shows how hard we all work.

Trustee Jones wished a Happy Birthday to Trustee McKenzie.

Trustee Jones stated that she attended the Neighborhood Watch on Wednesday, October 4th and encouraged the new Trustees to attend and meet the unincorporated area residents and law enforcement. She stated that on October 18th she attended the Agency Funding Hearing and on October 15th Park Ridge/Niles Crop Walk. On October 19th she attended the TOCC Trustees Division meeting/dinner in Bridgeview.

Trustee Carrabotta echoed Clerk Gialamas and Trustee Jones congratulations and wished Trustee McKenzie Happy Birthday.

Trustee Carrabotta also attended the Agency Funding Hearings and the TOCC Trustees Division dinner. He stated that it was a wonderful showing for our Township with a great speaker with 20 years of experience on township government who presented on how to approach and work through issues.

Trustee McKenzie congratulated all the Maine Township award recipients.

Trustee McKenzie attended the second Agency Funding Hearing and learned about some additional wonderful agencies that have applied for funds. She will be attending the Township Officials of Illinois conference in Springfield.

Trustee McKenzie stated that she is getting up to speed on township government, her role as Trustee and working on the issues the Board is facing. She added that she received many questions and messages regarding the objections to the recent food pantry hire and other complaints.

Trustee Sweeney stated that she also attended the TOCC Trustee Division meeting and enjoyed their great speaker presenting on government law and statutes. She added that Township Trustees are like auditors whose responsibility is to make sure that Township expenses and money are spent wisely and legally. She pointed out about the importance of efficiency and transparency in Maine Township government. She noted that later we will have a presentation from a company dealing with streamlining of meetings, making agendas and minutes. Trustee Sweeney pointed out that will be very helpful, and we will have considerable savings by using their services.

Trustee Sweeney expressed her disappointment for not including in the October meeting agenda the topics that were proposed by her and other Trustees. (For comments made see video as noted at the 55:37).

Public Participation:

Jean Dietsch expressed her opinion on wonderful programs that Maine Township offers to our community. She also questioned the many negative articles regarding Maine Township government written by Kirk Allen, Edgar County Watchdog. She quoted a news article stating that Trustee Sweeney was working with Mr. Allen (as noted at the 58:07).

Dennis Martin commented on Maine Township meetings saying that newly elected Trustees are doing a wonderful job. They are asking important questions that need to be answered by the Board (as noted at the 1:00:58).

Officials' Reports continue:

Supervisor Morask stated that Trustee Sweeney's statistics regarding General Assistance programs are wrong. She added that Maine Township is transparent and will continue to be open and honest.

Supervisor Morask pointed out that our Township won 7 TOI awards: 1. The MaineStreamers Newcomers Presentation will be recognized as an Innovative Senior Program of the Year, 2. Marie Dachniwsky, MaineStreamers Program Coordinator will be recognized as Senior Staff Member of the Year, 3. Susan Moylan Krey, Maine Township Assessor will be recognized as Elected Official of the Year, 4. A photo of kindergarteners on 90-Plus Birthday Party will be recognized as Best Photo of the Year, 5. Recovery Connection will be recognized as Best Township Program of the Year, 6. Kelsey Coy will be recognized with the 2017 Youth Leadership Award and 7. MaineStay Youth & Family Services will be recognized with the 2017 Youth Organization Award.

Supervisor Morask reported that Park Ridge Electronic Recycling event on October 21st was a great success with 492 cars going through. The Park Ridge/Niles Crop Walk took place on October 15th and Maine Township Emergency Food Pantry receives 25% of the money raised. The last Agency Funding Hearing will be held on October 26th. Supervisor Morask pointed out the importance of our Township government with helping out these fantastic agencies.

Supervisor Morask pointed out that this year 93% of budgeting allocations for General Assistance programs, such as LIHEAP, Benefit Access or Coast2Coast goes back to the community. Last year 86% went back to the community. With respect to a complaint that items were not included on the agenda, and was ruled out of order, she stated that no Board can vote on whether an action is legal or not as that is determined by the Township Attorney. She also stated that the recent person hired for the Food Pantry offered her resignation yesterday because that person felt it had become a distraction to the good work the Township does. The resignation was accepted. She added that the issue of bill pay becoming part of the official meeting will be discussed today and the suggestion of putting the Board packets on line will be very helpful.

Supervisor Morask stated that the TOI conference will be held on November 12 to November 14th. She added that she will join everyone for the award breakfast.

Supervisor Morask noted that the full-time position of Senior Program Director is currently posted on the Maine Township website and it is published in the local newspapers.

Agenda Item: Attorney's Report

Attorney Dowd stated that he has been reviewing a number of continuing FOIA requests with FOIA committee. He also has been working on a few different matters that need his legal opinion.

Agenda Item: Administrator's Report

Administrator Berman has nothing to add to her written report.

Agenda Item: Personnel

None.

Agenda Item: Old Business, Granicus Presentation: Robin Bessette

Robin Bessette from Granicus presented a few options for the Maine Township website such as solutions for recording meetings, managing agendas and minutes and streamlining the process. She also talked about pricing for the proposed services.

The Board asked for a list of other townships that are clients of Granicus (as noted at the 1:14:50).

Agenda Item: Old Business, Further discussion and possible vote to create sub-committee for bill pay

- Trustee McKenzie Motion to create a way to review bill pay that is consistent and compliant with the Open Meeting Act.
- Trustee Carrabotta Second.

Supervisor Morask explained that if Trustees want to discuss bills during reviewing them it will have to be at the regular Board meeting which will start at 6:30 p.m. If they decide to discuss the bills during the regular Board meeting at 7:30 p.m. they can review the bills separately any time before meeting at 7:30 p.m.

Trustee Carrabotta proposed that the agenda reflects that the regular board meeting starts at 6:30 p.m. with the attendance of Clerk and Accountant and the actual review will be part of the regular meeting.

Supervisor Morask stated that by the township statute, it is required that the Township Trustees individually or collectively audit and review the bills, and in previous years, the Trustees did not have discussion during bill review.

Trustee McKenzie thanked Doriene Prorak for her research of several townships regarding the procedures of reviewing bill pay by Trustees.

After much discussion regarding complying with the OMA and reviewing bill pay, the Board reached a decision and made a motion.

- Trustee McKenzie Motion to be amended to have the Open Meeting Act compliance bill pay review which will include Trustees reviewing the bills out in the Boardroom and Clerk's office to take the minutes.
- Trustee Jones Second.

Motion carried on a roll call vote as follows:

- Supervisor Morask Yes
- Trustee Jones Yes
- Trustee Carrabotta Yes
- Trustee McKenzie Yes
- Trustee Sweeney Yes

Motion carried.

(As noted at the 1:42:34)

Agenda Item: Old Business, Discussion/vote as to inclusion of Board packet on Township website
After a short discussion everyone was in agreement that the Board packets for the Township Board meetings should be posted on the Township website.

Trustee Jones Motion to include the Board packet on the Township website with the exclusion of General Assistance expenditures.

Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

(As noted at the 2:02:44)

Agenda Item: New Business, Consideration and vote on Ordinance lowering per diem reimbursement of travel, meals and lodging expenses of Elected Officials and employees, No. 2017-3

Supervisor Morask stated that the current per diem for the Elected Officials and employees for traveling and meals is \$100.00 per day. Supervisor Morask stated that Administrator Berman researched other townships per diem and lowering ours will bring us in line with other townships.

Supervisor Morask proposed to set the per diem for \$75.00 with turning the receipts to be used for reimbursement whichever is lower.

Supervisor Morask Motion to accept the Ordinance 2017-3, An Ordinance Establishing the Reimbursement of all Travel, Meals and Lodging Expensed of Officials and Employees in the Township of Maine with \$75.00 per diem.

Trustee McKenzie Second.

After making corrections in the proposed Ordinance the motion was tabled, and a new motion was made.

Supervisor Morask Motion to amend the previous motion by striking out the "pursuant to Section 4" in Section 5: Documentation of Expenses and to accept the Ordinance 2017-3, Travel, Meals and Lodging Expensed of Officials and Employees in the Township of Maine as amended.

Trustee McKenzie Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

(As noted at the 2:06:31)

Agenda Item: New Business, Discussion/creation of an advisory committee to research Property tax rebate. Initial Levy calendar/discussion/goals

Supervisor Morask stated that the Tax Levy must be adopted by the last Tuesday in December but since this was prior to our scheduled meeting, it needed to be voted on in November. She recommended attending the TOI Tax Levy seminars for understanding this process. She pointed out that the Township

for many years did not lower the proposed tax levy, but the tax levy has been frozen and there is money in reserves.

Supervisor Morask also noted that on September 8th Governor Rauner passed a law mandating that only certain amounts can be in reserve. She added that our Accountant said that we are well within the law with our reserve amounts.

Supervisor Morask proposed the possibility of a “property tax rebate”, which means giving some money back to homeowners in the township.

Assessor Moylan Krey asked to table this discussion. She said that her office will be very instrumental on this matter but is busy now with the Board of Review. She added that there are some unanswered questions and concerns that she needs to address. She would like to get back to the Board with answers.

Supervisor Morask agreed with Assessor Moylan Krey and stated that more research has to be done and Property Tax rebate discussion will be postponed to the next meeting (as noted at the 2:18:39).

Agenda Item: New Business, Consideration and vote on Resolution of the Maine Twp. Highway Commissioner to sell surplus vehicles, No. 2017-RB-4

Supervisor Morask entertained a motion to adopt the Resolution 2017-RB-4.

Trustee Jones Motion to adopt the Resolution 2017-RB-4, Resolution of the Highway Commissioner Maine Township Road District Sell or Dispose of Surplus Vehicles.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Closed Session

None.

Agenda Item: Adjournment

Trustee Jones Motion to adjourn.

Supervisor Morask Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 10:00 p.m.

Maine Township Clerk