

Maine Township Board Meeting January 23, 2018

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:

<http://mainetownship.com/government/meetings.shtml>

Indexed agenda at:

http://mainetownship.com/government/meetingagendas/agenda_18-01-23.pdf

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: Dan Dowd, Dayna Berman, Denise Jajko, Doriene Prorak, Elizabeth Coy, Richard Lyon, Marsha Warnick, Michael Samaan, Carol Langan, Ryan McKenzie, Marie Dachniwsky, Marty Cook, Dick Barton, Ellen Valley, Gary Wyshel, Ted Wyshel, Jean Dietsch, Donn Adam, Sharon McLaughlin, Joe Makula, Helen Rappel, Dagmar Rutzen, David Gnutek, Dennis Martin, Gary Slipke, Kathryn Eggers 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.

Agenda Item: Approval of Minutes of December 19, 2017 Special Board Meeting

Trustee Carrabotta Motion to waive the reading and approve the minutes of the December 19, 2017 Special Board Meeting.

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: Approval of Minutes of December 27, 2017 Bill Pay Review

Trustee Sweeney Motion to waive the reading and approve the minutes of the December 27, 2017 Bill Pay Review.

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: Approval of Minutes of December 27, 2017 Board Meeting

Trustee McKenzie Motion to waive the reading and approve the minutes of the December 27, 2017 Board Meeting.

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: Public Participation

Mr. John Makula, Niles resident stated that he would like to address the proposed Maine Township Senior Property Tax Assistance Program.

Mr. Makula explained his concerns that the township would offer this type of program when there is alternative help. Mr. Makula referred to such plans offered by the State of Illinois and reverse mortgages. He expressed his disapproval of the Township's involvement.

Ms. Helen Rappel, Park Ridge resident agreed with the previous speaker and commented that there are ways for residents to resolve the issues of owed property taxes. She also stated her disapproval of the Township's involvement.

Agenda Item: New Business, Proclamation Honoring Ted Wyshel

Supervisor Morask introduced Ted Wyshel, a 17-year old Maine South High School Senior who resides in Park Ridge.

Supervisor Morask along with the Maine Township Board presented a Proclamation honoring Ted Wyshel for his passion and dedication to helping others and his invaluable contribution to our community.

Supervisor Morask stated that his act of kindness and compassion is truly inspiring and the Board wishes him success in his future endeavors.

Agenda Item: New Business, New Township Website unveiling

Supervisor Morask stated that the website committee worked on updating the Maine Township website over the past year. She introduced John Amburgey, IT Consultant from Warehouse Direct and asked him for demonstrating the new website.

John Amburgey unveiled the new and improved Maine Township website.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated December 29, 2017 and January 12, 2018 and General Assistance checks #51062 through check #51108 in the amount of \$63,117.81.

Trustee Jones Motion to approve.

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: Approval of Road District Expenditures

Payrolls dated December 29, 2017 and January 12, 2018 and Road District checks #20157 through check #20203 in the amount of \$181,325.44.

Trustee McKenzie Motion to approve.

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: Approval of General Town Fund Expenditures
Payrolls dated December 29, 2017 and January 12, 2018 and General Town Fund checks #55597 through check #55656 in the amount of \$309,414.73.

Trustee Sweeney 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: Electrical Aggregation Presentation by Sharon Durling and possible vote
Supervisor Morask stated that the unincorporated area of Maine Township participates in the Electric Aggregation Program since 2014 and the present contract expires in April, 2018.

Supervisor Morask stated that our consultant, Sharon Durling from NIMIC went out for bids from multiple suppliers.

Ms. Sharon Durling presented a spreadsheet with all the bids and explained rates, terms, ownerships, power sources and costs for selected electric aggregation companies. She also discussed the opting out situations.

After short discussion the Board agreed and decided to vote on contracting MC Squared due to their best offer.

Trustee Sweeney Motion to approve continuing Electrical Aggregation Program on behalf of unincorporated Maine Township with MC Squared for 24 months program.
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: Dagmar Rutzen/Office of Emergency Management

Dagmar Rutzen, OEM Director reported that OEM serves residents in parts of Des Plaines, Park Ridge, Niles, Glenview, Morton Grove and Rosemont, focusing on the unincorporated areas of these communities.

Ms. Rutzen stated that to be ready for different kinds of incidents, OEM must educate and train their volunteers. OEM volunteers have been trained in Search and Rescue. She added that OEM gives a wide variety of training such as: In Hands only CPR, use of an AED, Run, Hide, Fight, Stop the Bleed, Sandbagging, Flooding, Incidents Command System, Communication, Traffic Control, Winter Conditions, Earthquake and Tornado Drills, set up and maintenance of vehicles and equipment, Lighting, Railroad Safety, use of fire extinguishers, doing blood pressure checks, weather spotting, working with police and fire departments. Many of these trainings would be also very beneficial for personnel at Town Hall and OEM is prepared to offer these trainings to all staff.

Ms. Rutzen stated that OEM received the supplies for the Hands only CPR through a grant from Illinois Heart and Rescue. They also used money from an Allstate Helping Hand Grant to add another AED to their equipment.

Ms. Rutzen reported that they do community outreach at community events such as North Maine Fire Protection District Open House, National Night Out, Senior Expo, Taste of Park Ridge and Stevenson School counts on OEM's expertise for their tornado and school evacuation drills.

Ms. Rutzen stated that our local radio station, 1350 AM is issued to inform the community of upcoming events in the township, pertinent safety tips as well as what services are offered to the residents by the various departments of the township. She added that the regular broadcasting is briefly interrupted by the National Weather Service with weather alerts. Also, she added that the 24 hr. Emergency number 847-297-5911 is available for our residents.

Agenda Item: Officials' Reports

Assessor Moylan Krey that her office has been very busy due to a large crowd coming to apply for the Senior and Senior Freeze Exemptions. She noted that during January 2nd through January 22nd her office answered 343 phone calls, accepted 1763 taxpayer visits, processed: 56 Certificate of Error, 10 Homeowner Exemptions, 283 Senior Exemptions and 644 Senior Freeze Exemptions.

Highway Commissioner Kazmierczak reported that in the past month his department was working on a few main water breaks and maintaining the snowy streets. He stated that in a few different instances his workers were required to work during holidays, Saturdays and Sundays, which cause more expenses. He added that the Highway Department does a great job to keeping the unincorporated areas streets clean, which is appreciated by its residents.

Highway Commissioner Kazmierczak stated that he will be asking for a necessary approval for a few line item transfers and all from the General Road Fund Administration.

Trustee Jones stated that the January 3rd Neighborhood Watch meeting was cancelled due to the very cold weather. She wished everyone happy and healthy New Year.

Trustee Carrabotta also wished everyone a blessed New Year. He thanked Maine Township staff, and especially Administrator Berman and Doriene Prorak for putting together the Sexual Harassment Policy which was very helpful to him during TOCC seminar he attended on January 10th.

Trustee Carrabotta stated that he attended the TOCC Trustee Division meeting on January 18th. He added that during the presentation he and Trustee Sweeney gave a nice input about accomplishments which included the cutting in the levy, that our Township had over the year.

Trustee McKenzie wished everyone happy New Year.

Trustee Sweeney stated that she also attended the TOCC Trustee Division meeting where she heard and learned about Robert's Rules.

Supervisor Morask stated that in the November meeting, Ms. Sharon McLaughlin raised her concerns regarding picking up large items by Republic Services. Supervisor Morask stated that she met with Republic Services and they agreed to our requests and will be amending their rules and also providing more garbage cans.

Supervisor Morask stated that she is very proud of the new and improved Maine Township Website and the website committee.

Supervisor Morask stated that the Department Heads, Administrator Berman and she have been reviewing staff's self-evaluations and the budget meetings will start in the first week of February. She also added that the auditors have been interviewed.

Agenda Item: Attorney's Report

Attorney Dowd stated that he has been reviewing a few agreements and FOIA requests and has been working on a few different matters.

Agenda Item: Administrator's Report

Administrator Berman has nothing to add to her written report.

Agenda Item: Personnel

None.

Agenda Item: Old Business, Discussion of upcoming Budget Meetings to start in February, including decision on closed session dates to discuss potential merit raises

Supervisor Morask asked the Board to choose the date in February for a Special Meeting to go to

the Closed Session for the specific reason to discuss potential merit raises for staff.

Everyone agreed to hold the Special Meeting on Monday, February 12th at 7:00 p.m.

Trustee Sweeney stated the Board had the option to discuss the potential raises in the open session.

There was a discussion and questions were asked of Attorney Dowd as to his legal opinion if it is legal to discuss evaluations and raises in the open session. Further discussion was had regarding closed session. Supervisor Morask stated the vote as to whether to go into closed session would occur at the Special Board Meeting.

Agenda Item: New Business, Maine Township Senior Property Tax Assistance Program

Supervisor Morask stated that Assessor Moylan Krey worked very hard on implementing the Maine Township Senior Property Tax Assistance Program. She added that in her opinion it is a very good program that can help our seniors at risk of losing their house. The propose rebate for seniors will be coming from the taxpayer money that we have in our contingency fund.

Assessor Moylan Krey stated that a pilot program was presented to the Board for consideration. She added that the Maine Township Senior Property Tax Assistance Program would assist Seniors with low income that met guidelines used by GA to help pay delinquent taxes for 2016 which go to tax sale come May 4, 2018.

Assessor Moylan Krey stated that there was no support of the program from three Trustees so the program was tabled.

Agenda Item: New Business, Auditor Recommendation and vote

Supervisor Morask reported the Maine Township long-time accountant, Scott Gibbert has retired. The RFP committee, consisting of Supervisor Morask, Administrator Berman, Bookkeeper Jajko, Highway Commissioner Kazmierczak and an advisor Trustee McKenzie after interviewing several firms, highly recommends hiring the firm of Evans, Marshall & Pease for the Maine Township accounting/auditor position.

Supervisor Morask stated that this firm is the only firm with Township experience, they are overall the lowest bidder and they have extensive Levy expertise.

After a short discussion, the Board made their decision.

Trustee McKenzie Motion to approve hiring Evans, Marshall and Pease, P.C. for the Maine Township's Auditor starting February 1, 2018.

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: New Business, Road & Bridge Line Item Transfers

Highway Commissioner Kazmierczak presented the requested line item transfers.

Road District Fund:

Administration:

-20,000 Provision for Contingency / +20,000 Health Insurance

-1,700 Conference & Meetings / +200 Accounting Services, +1,500 Dental Insurance

Trustee Carrabotta Motion to approve Line Item Transfers for Road District Fund for the fiscal year 2017, in the amount of \$21,700 as presented by Highway Commissioner Kazmierczak.

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: Closed Session
None.

Trustee Carrabotta stated that he would like to address a memo that was posted online by Trustee Jones.

Trustees' statements were read at the meeting and they are attached to the minutes.

Trustee Sweeney's requests were read at the meeting and they are attached to the minutes.

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 10:10 p.m.

Maine Township Clerk

FROM: TRUSTEE JONES

In the interest of transparency and accountability, I have asked the Township to provide a comparative analysis for legal fees from the years 2014, 2015, 2016 and 2017.

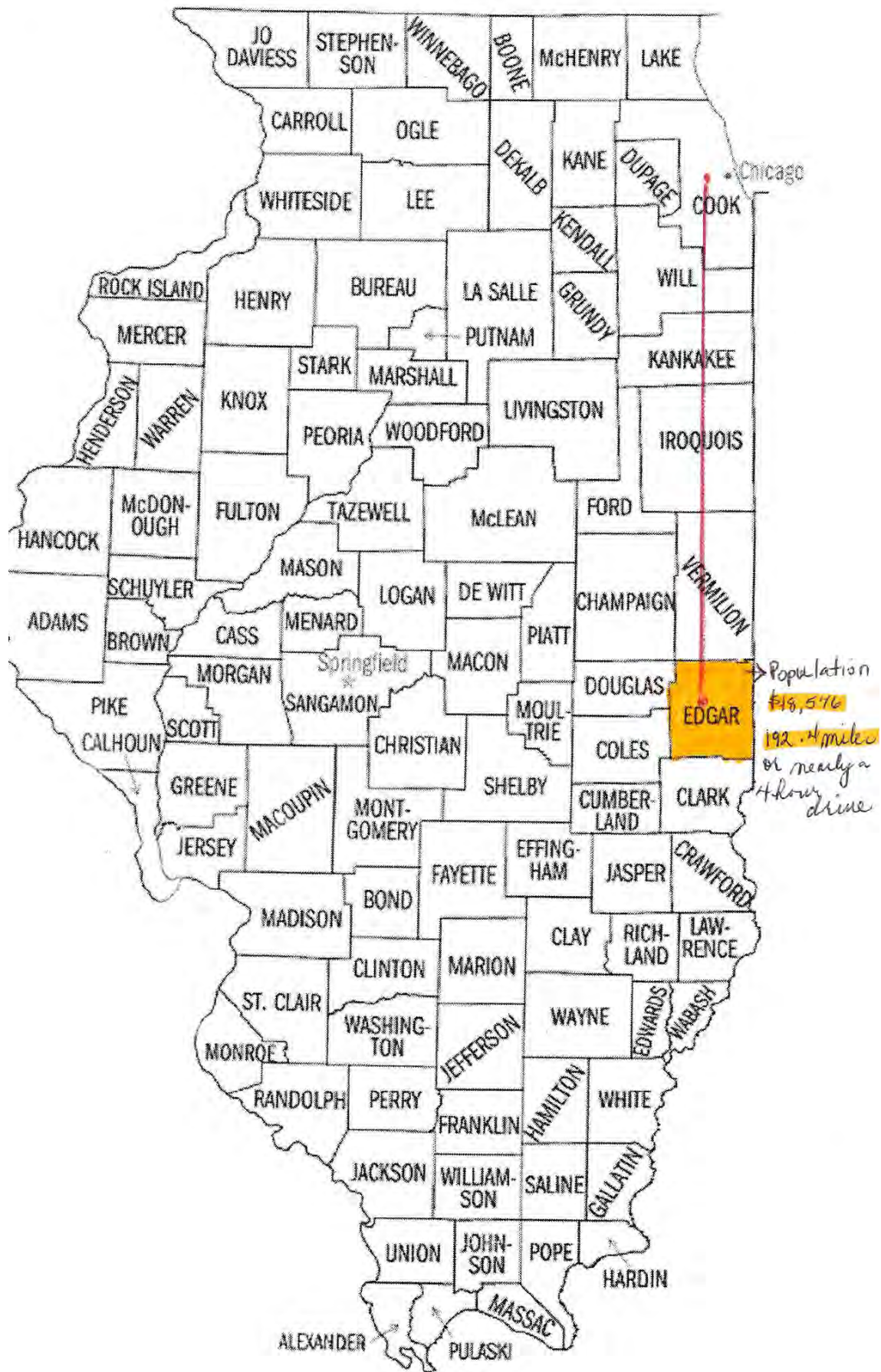
The analysis and the corresponding line chart illustrates that during the last 7 months of 2017 legal fees increased more than 100%.

In the years 2014, 2015 and 2016 the fees remained steady. During those years the average legal cost to the Township for the months of May thru December was \$10,643.33. In 2017 during that identical 7-month time period of, May thru December the legal costs were \$24, 252.38. This is an increase of 128%. The overwhelming majority of those costs were incurred responding to Edgar County FOIAs, complaints filed with the Attorney General and the General Assistance employee hiring dispute.

For those of you who may not know, Edgar County is a county located 192.4 miles South of Maine Township with a population of 18, 576 people. It is approximately a four-hour car ride.

It should be noted that neither a cost benefit nor a cost savings to residents was incurred as a direct result of the exorbitant increase in these legal fees.

Finally, the costs in this comparative analysis do not factor in the inherent costs of the time that our employees have expended responding to these inquiries and complaints. Those lost hours were hours that should have been utilized to serve the legitimate needs of Maine Township taxpayers and residents.



From: Trustee David Carrabotta
Presented: At Board Meeting January 23, 2018

The agenda for this, our first Board meeting of the 2018 New Year, does not reference any issue as to attorney fees expenditures by the Board. However, the agenda packet contains, as was posted on the website, and thereby published to the public, by Trustee Kim Jones, a "memo" (see copy of same Exhibit "A" attached) which:

- A. notifies and raises as a negative and concerning issue an increased expenditure of attorneys fees by the Board in year 2017;
- B. makes no request for discussion, and makes no request for action or vote;
- C. presents to the public Trustee Kim Jones's "fact pattern" on this claimed issue;
- D. presents to the public Trustee Kim Jones's "opinion" on this claimed issue that:
 - 1. the legal fees increased in 2017 by 100%;
 - 2. that this increase was primarily due an increase in FOIA complaints and the General Assistance employee dispute;
 - 3. that "it is important to note that the increase in legal fees is neither a benefit nor a cost savings to the residents".

Looking to the posted memo which included an accompanying graph, was is being claimed as a great concern and rings the bell of warning, within the 4 corners of the memo, that the attorneys fees spent increased in year 2017 averaging an additional \$865.00 per month, or about 5 additional hours per month in attorney services for the Board.

Also, as the public reads this, note that the fact pattern and opinion in the memo should note:

- A. that the current Board was not in place and taking action for the first 4.5 plus months of year 2017;
- B. that the numbers in the memo show that the attorneys fees expenditure for April of 2017 increased to \$3,681.25 which:
 - 1. looking to the month of April in years 2014, 2015 and 2016 of \$1,508.33, equaling a 40% increase;
 - 2. which was expended by the prior Board and is not to be reflected in any actions taken and approved by the current Board;

- C. that in 2017 the hourly rate for legal services was increased in excess of 15%, and the attorneys fees for each Board Meeting attendance by our attorney was increased 25%, as requested be considered by Supervisor Laura Morask and which Trustee Kim Jones considered, reviewed and approved, which of course did not apply to the expenditures in years 2014, 2015 and 2016;
- D. that Trustee Kim Jones states it involved a “General Assistance employee dispute”, but fails to state that this “dispute” involved:
1. the announcement by our Supervisor in 2017 of a new position and her independent appointment of a former Trustee for that position who was unsuccessful in the last election had in April 2017 to retain that seat, to perform what appeared to be services already being accomplished, with a salary and benefits to be paid from General Assistance funds;
 2. the apparent and predictable issues caused to be raised as a result of this unilateral action by the Supervisor and the need for supplemental legal consultation, input and opinion sought by the Board, and:
 - a. a legal opinion the Supervisor requested on her own from an attorney not the firm representing the Board, all without a proposed fee agreement, or notice thereof to and submission of same to the Board, and without hearing and approval by the Board;
 3. the resulting debate caused and objections raised by the Board, all of which concluded by the announced resignation of this person, and related issues, again all in year 2017.
 4. that the \$30,000.00 in annual salary times the present and future years saved, and the thousands of dollars in benefit expenses saved, etc. as a result of the Board’s extended efforts addressing these issues not caused by the Board with needed guidance and input by the Board’s attorney.
- E. all the additional actions and procedures taken via Board member(s) which necessitated submission to and approval by the Board and/or need of review and analysis by the Board, including:
1. the historic Bill Pay procedures exercised by Township Boards past (“the way it has always been done”) juxtaposed to the requirements of the Open Meetings Act, looking to the applicable statutory provisions and procedure rules, the data and information received via education seminars addressing these issues participated in by members of the Board and the need to look to our attorney for guidance, input and opinion, all of which resulted in needed procedural changes;

F. all the challenges the new Board was required to face and address after being seated in mid May 2017, much of which can be viewed via video off our website.

And yet, all of these matters which the memo causes to be raised have been hashed out, debated and concluded from mid to end of year 2017. There is no need to issue, post and public to the public such a memo in this New Year, and to again raise what this memo causes the need to debate. Or, to avoid such debate, the Board is left with only one other choice, that is for the Board to smile, remain silent before the public and swallow this inaccurate unjustified criticism so posted and published.

I also raise my great concern of the chilling effect this posted memo may have in scaring or intimidating persons from seeking information from our Board by lawful FOIA requests or otherwise. This is our statutorily imposed obligation and duty, and their right exercisable without such concern or scare.

We are the first Board in the history of the Township that accomplished the video taping and timely posting of the Board Meetings in furtherance of commitment to transparency as to the actions taken and money expended by the Board.

I challenge and wholly disagree with that set forth in that “memo” included in our agenda packet posted on the website, and hope that the “memo” can be put aside as it is important that our Board continue to work together without hick-up in accomplishing our duties and performing our obligations to the fullest, all of which are specifically set forth, and limited by, applicable Illinois statutes.

I also move for entry of this writing into the record and for same to be posted on our website as an addition to our Agenda Packet or otherwise in response to that memo for the public to also be able to review and consider when coming to their own opinion as to the functioning of this governmental body on this issue published.

My best.

David Carrabotta
Maine Township Trustee

EXHIBIT “ A ”

MEMORANDUM

To: Supervisor Laura J. Morask
Clerk Peter Gialamas
Assessor Susan Moylan Krey
Hwy. Commissioner Walter Kazmierczak
Trustee David A. Carrabotta, Esq. ✓
Trustee Claire R. McKenzie
Trustee Susan Kelly Sweeney

cc: Daniel J. Dowd, Esq.
Administrator Dayna Berman

From: Trustee Kimberly Jones

Subject: Legal Fees

Date: January 18, 2018

Attached to this Memo is a breakdown of our Township Attorney's legal fees for the years 2014 through 2017. As you can ascertain, legal fees for the years 2014 and 2015 were steady, legal fees decreased in 2016, and legal fees in 2017 increased by over one hundred percent (100%) from 2016. This increase was primarily due to the Edgar County FOIA's, Edgar County complaints filed with the Attorney General and the General Assistance employee dispute.

It is important to note that this increase in legal fees is neither a benefit nor a cost savings to the residents.

Thank you.

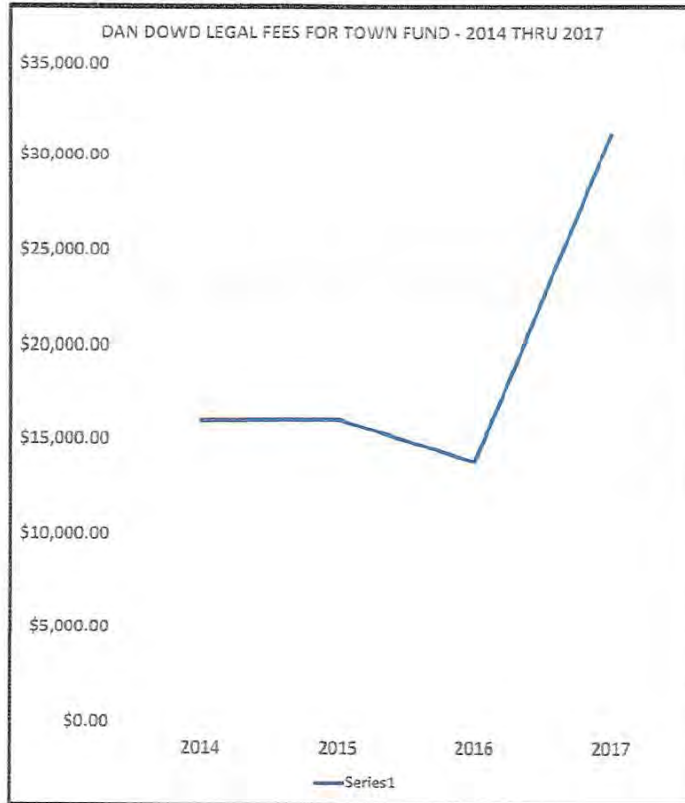
**DAN DOWD LEGAL FEES FOR TOWN FUND
2014 THRU 2017**

2014	LEGAL FEES
JANUARY	\$1,431.25
FEBRUARY	\$1,131.25
MARCH	\$850.00
APRIL	\$1,250.00
MAY	\$725.00
JUNE	\$1,810.00
JULY	\$2,552.50
AUGUST	\$1,112.50
SEPTEMBER	\$1,712.50
OCTOBER	\$925.00
NOVEMBER	\$400.00
DECEMBER	<u>\$2,125.00</u>
TOTAL	\$16,025.00

2015	LEGAL FEES
JANUARY	\$1,247.00
FEBRUARY	\$925.00
MARCH	\$1,375.00
APRIL	\$2,125.00
MAY	\$1,600.00
JUNE	\$400.00
JULY	\$1,705.00
AUGUST	\$1,037.50
SEPTEMBER	\$400.00
OCTOBER	\$2,125.00
NOVEMBER	\$1,712.50
DECEMBER	<u>\$1,431.25</u>
TOTAL	\$16,083.25

2016	LEGAL FEES
JANUARY	\$875.00
FEBRUARY	\$400.00
MARCH	\$1,262.50
APRIL	\$1,150.00
MAY	\$1,150.00
JUNE	\$812.50
JULY	\$400.00
AUGUST	\$850.00
SEPTEMBER	\$2,500.00
OCTOBER	\$1,318.75
NOVEMBER	\$400.00
DECEMBER	<u>\$2,725.00</u>
TOTAL	\$13,843.75

2017	LEGAL FEES
JANUARY	\$1,487.50
FEBRUARY	\$1,337.50
MARCH	\$400.00
APRIL	\$3,681.25
MAY	\$1,900.00
JUNE	\$4,421.88
JULY	\$1,730.88
AUGUST	\$2,412.13
SEPTEMBER	\$4,885.00
OCTOBER	\$3,446.87
NOVEMBER	\$1,448.12
DECEMBER	<u>\$4,007.50</u>
TOTAL	\$31,158.63



Trustee Sweeney's response to Trustee Jones's memorandum in the board packet:

Trustee Jones included a memorandum in the board packet concerning Township legal fees increases. This memo was devoid of any input from other Trustees, omitted critical facts, and failed to include any analysis or recommendations.

Jones states in the memo that increases in legal costs were due in part to an increase in FOIA requests. No responsible public official should complain about FOIA requests that serve a legitimate purpose. The public has an absolute right to request documentation regarding the actions of its government. It is our duty as a Township to provide this information upon request. FOIA expenses can easily be avoided by making such information available to the public as a matter of course and by fully complying with the spirit of IOMA in all things.

Jones' memo specifically makes reference to complaints to the Attorney General's office concerning the Open Meetings act violations by the Township. The Attorney General's office determined that the complaints did in fact warrant review. Although Jones seems to suggest that the FOIA requests are frivolous, the ongoing investigation by the Attorney General's office is proof positive that the FOIA requests were indeed legitimate. The sole concern of the Township trustees, including Jones, should be to remedy the actions called into question – not to criticize the FOIA requests and complaints themselves.

Jones' memo includes the following statement. "It is important to know that this increase in legal fees is neither a benefit nor a cost savings to the residents." FOIA is the single most important tool that taxpayers have to reveal how government is spending money to benefit the people. To that end, legal costs incurred to comply with FOIA requests directly benefit the residents who desire transparency in order to determine how government is managing taxpayer money and whether their government is in compliance with the Open Meeting Act. So, yes, because the FOIA request and complaints to the Attorney General's Office had merit, they are a benefit to the residents of the Township.

Since Trustee Jones raised this issue, I felt an explanation should be offered to the residents. Legal fees are a necessary cost of government operations because all government powers are determined by statute. A single trustee cannot determine on a whim what is legal and what is not, what the public has a right to know and what it does not, and who should know what and when. The more transparent the Township becomes, the less of a need there will be for FOIA requests in the future. Our new board as of May 2017 has successfully implemented videotaping of board meetings and on-line board packet documentation. This is a testament to the Township's new goal transparency, which was solely lacking prior to May 2017.

Regarding the other issues:

Additional and unnecessary legal costs were also incurred in late 2017 due to the Supervisor's unilateral and surprise retention of downstate attorney Greg Pellini without the approval by the

board. An opinion could have been rendered by board attorney and the additional costs were due to the Supervisors actions.

Furthermore, the board voted not to pay the bill however the Supervisor paid it anyway.

The Supervisor and Attorney Pellini deliberately characterized the Pellini's opinion and Pellini's bill as pertaining exclusively to GA emergency assistance. This characterization was made for the sole purpose of exempting the bill from board approval. However, the Supervisor sought legal advice because the board directly challenged her authority under GA provisions to make the hire *and claimed that the board should have approved the hire*. The issue presented to Pellini was whether Supervisor or the Board had the power to make the hire (if the Supervisor did not have the power to make the hire under GA, then in the alternative, the Board would have had the power to make the hire). In other words, the question on the propriety of the Supervisor's hiring of the GA employee was an 'either/or' question – a question of the powers amongst the township officials. The Supervisor cannot deem Pellini's bill to be a "GA bill" based merely upon the conclusion of the opinion. The bill should not have been paid as a GA expense and requires approval by the board.

Claire McKenzie Statement Re: her email response to Kim Jones memo

Subject: **Your memorandum dated January 18, 2018 Regarding Legal Fees**
Date: 1/20/2018 2:06:44 PM Central Standard Time
From: Claire@mckenziemail.com
To: kgracejones444@gmail.com
Cc: lmorask@mainetown.com

Hi Kim,

I read your memorandum regarding legal fees. We all are aware that legal fees increased over last year and previous years. What is the point of your memo? Do you want to discuss the reasons for the increase? Do you want to make a point to the citizens of Maine Township that we have increased legal fees for a reason? What is your proposal here? I do not understand why you would write this memo or why you would end the memo by stating the obvious that is neither a benefit nor a cost savings to residents. Legal fees are never a benefit or a cost savings. Legal fees are incurred as a cost of doing business or running a township. The cost of legal fees is no different that the cost of accounting fees or marketing costs or health insurance to our employees or IMRF costs. None of these expenses are a benefit or a cost savings to the residents. What is your point? Please advise prior to close of business Monday, January 22, 2018. Please also provide me with whatever you plan on presenting on this topic, memo or issue at the Board Meeting on Tuesday, 1/23/18. I have no idea what action you are asking us to take or what proposal you are making here. Please clarify your intent and purpose. Thank you. Claire

NEW BUSINESS – January 2018 Township Board Meeting:

Review of Township Board Policies; Implementation of New Board Policies.

1. A full copy of current board policies have not yet been provided to new trustees. Please provide these immediately.
2. All board policies should be posted immediately and made available to the public on the Township website. Please post these immediately.
3. The board should review its policies every four years at a minimum, ideally in the first year of a new term. Please put this on February's board meeting agenda.
4. The board should be provided a list of all remaining closed session meetings scheduled for review.
5. New board policies (or, perhaps revisions to current board policies) on the following topics must be discussed at the February board meeting:

Closed meeting audio tape retention. The board should consider, subject to a timely board vote in compliance with IOMA, a standard retention period for closed meeting audio tapes. At the November 2017 board meeting, I was assured in open session by the Clerk and the Supervisor that the audio from the March 22, 2016 closed meeting would NOT be destroyed until I was afforded an opportunity to listen to it. Nevertheless, the tape was destroyed. This cannot happen again; it was my right under IOMA to listen to this recording. A board policy to reaffirm this right under IOMA is therefore warranted. I would like a board vote for the provision of thumb drives of previously taped closed meetings scheduled for review.

Full disclosure of official and legal correspondence concerning the board. Board trustees have NOT been provided with certain correspondence from and to the Attorney General's office in pending matters. Further, board trustees were not afforded an opportunity to review and approve correspondence submitted on its behalf. This is unacceptable, and therefore a board policy is warranted.

Please circulate all correspondence immediately.

Agenda items. There is nothing in the Illinois statutes which states that it is solely within the Supervisor's discretion to determine what is included in a board meeting Agenda. At present, trustees' requests to add items to an agenda have been denied. This is unacceptable, and therefore a board policy regarding trustee agenda items requests is warranted.

Please add these items to the February board meeting agenda.
Also, please include this in the board packet for next meeting
and in the meeting minutes for this meeting.

--Trustee Susan Sweeney