

Maine Township Board Meeting February 27, 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://www.mainetownship.com/government/meetingagendas/agenda_18-02-27.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, Alex Barton, Sharon McLaughlin, Dagmar Rutzen, David Gnutek, Dennis Martin, Linda Slipke, Gary Slipke, Matthias Kocur, Mary Kocur, Jayne Reardon, Valorie Green, Donna Adam, Blair Garber, Joseph Joe, Sue Peterson 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 January 23, 2018 Bill Pay Review

Trustee Sweeney Motion to waive the reading and approve the minutes of the January 23, 2018 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 January 23, 2018 Board Meeting

Trustee Carrabotta Motion to waive the reading and approve the corrected minutes of the January 23, 2018 Board Meeting.

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 Minutes of February 12, 2018 Special Board Meeting

Trustee Sweeney Motion to waive the reading and approve the minutes of the January 12, 2018 Special 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. Blair Garber a resident of Evanston, Illinois stated that he is certified in carrying weapons and also give instructions on safety. Mr. Garber offered to give free lessons to the Maine Township staff to be trained to carry weapons in the Maine Township Town Hall as a proposal to make Townhall safe.

Supervisor Morask stated that we can revisit the security in the Maine Township Town Hall but to carry guns in the government building is prohibited.

Highway Commissioner Kazmierczak read the concealed carry statute prohibiting guns in government buildings.

Trustee Carrabotta expressed his opinion that our township has to be protected.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated January 26, 2018, February 9, 2018 and February 23, 2018 and General Assistance checks #51109 through check #51160 in the amount of \$77,322.68.

Trustee Jones 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: Approval of Road District Expenditures

Payrolls dated January 26, 2018, February 9, 2018 and February 23, 2018 and Road District checks #20204 through check #20262 in the amount of \$158,821.85.

Trustee Sweeney 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 January 26, 2018, February 9, 2018 and February 23, 2018 and General Town Fund checks #55657 through check #55751 in the amount of \$399,708.27.

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: Proclamation Presentation to Eagle Scout Matthias Kocur

Supervisor Morask introduced Matthias Kocur an 18-year old Maine South High School Senior who resides in Park Ridge. Matthias completed his mandatory Eagle Project by building two movable work carts for the Maine Township Food Pantry.

Carol Langan thanked Matthias for the carts that are already helping her making food boxes on them and moving them around.

Supervisor Morask along with the Maine Township Board commended Matthias Kocur for his resourcefulness and contribution. She honored Matthias Kocur with the Maine Township Proclamation.

Agenda Item: Officials' Reports

Assessor Moylan Krey stated that she attended the Cook County Township Assessors Association and was nominated and voted to be on the board. She added that the Board already talked about digitizing files for the Assessor's offices. The guest speakers, Lumni Liovski from CCAO and Tom Shaer, Deputy Assessor for Communications gave updates and field questions. Also, Pete Feyerherd gave information on the Assessors Information Manager Program.

Assessor Moylan Krey reported that from January 1st the Assessor's office are surpassing numbers in the previous years of 2016 – triennial assessment and 2017. After reading the comparison numbers she added that the Maine Township Assessor's office has documented saving residents of the Township in 2017, \$578,395.52 filing Certificate of Errors. She also added that the 2016-2017 budget for the Assessors Office was \$358,930.00.

Assessor Moylan Krey stated that 1st installment taxes due March 1st, which can be paid at any Chase Bank or on line and the tentative date Maine will open for appeals to Cook County Assessor is May 3, 2018.

Highway Commissioner Kazmierczak stated that because of having about 18" of snow for 7-8 consecutive days his department worked during weekends and holidays.

Highway Commissioner Kazmierczak stated that by using online auction for selling and buying equipment his department saves a lot of money. The online utilizing auctions are only for government entities.

Highway Commissioner Kazmierczak stated that with the cooperation of Code Enforcement Samaan the cars were ticketed which violated the over 2" snow code.

Supervisor Morask stated that the Maine Township website should be finished approximately March 15th and it will be much easier for residents to search and explore Maine Township information.

Supervisor Morask reported that the Electrical Aggregation program was approved to continue with MC Squared. She added that Doriene Prorak receives many phone calls and many walk-in residents with questions regarding this program. Supervisor Morask, Ms. Prorak and Sharon Durling from NIMIC created the opt out letter for residents who don't want to participate in this program.

Supervisor Morask mentioned that there are many interesting educational webinars in the Township Perspective. She pointed out that she is extremely proud of the department heads for meeting a 10% cut in their budget. The budget has to be passed by May 31st. She added that the FOIA committee handles FOIA requests in the required time allowed.

Trustee Jones stated that she attended the Des Plaines Chamber of Commerce banquet along with Clerk Gialamas, Trustee Carrabotta and Trustee Sweeney. She added that she is working on FOIA responses along with Supervisor Morask, Attorney Dowd and Chief Deputy Clerk Tytko.

Trustee Carrabotta stated that he had the honor of attending Commander Paul Bauer's funeral who saved the Chicago loop from the horrible tragedy. He prays for his soul and his family.

Trustee Carrabotta reported that he had a wonderful time attending and celebrating good citizens at the Eagle Scout Master Francis Obyrne event. He also participated with teachers, instructors and volunteers who contributed a great deal of money to keep the Nicholas Copernicus School open for children to learn the Polish language and history.

Trustee Carrabotta stated that he attended the Des Plaines Chamber of Commerce dinner with a lot of heroes and good people. He had an opportunity to participate as a semi-finalists judge for the client competition with Gina Gerardi, Assistant Director, Dan K. Webb Center for Advocacy at Loyola University. Also, he attended "A Night of Stars" organized by Park Ridge Chamber of Commerce and

recognizing outstanding achievement in community service. Trustee Carrabotta pointed out that there is a lot of good things going on in Maine Township for the community. He added that it really gives hope and strength through difficult times.

Trustee McKenzie stated that this month she was focusing on researching information, facts, circumstances and law regarding the IMRF reinstatement of Assessor Moylan Krey notwithstanding the Board votes not to certify.

Trustee Sweeney reported that she attended the Des Plaines Chamber of Commerce dinner and the February Neighborhood Watch meeting with a lot of participants from the community.

Trustee Sweeney added that she also spent time researching the IMRF reinstatement.

Agenda Item: Attorney's Report

Attorney Dowd stated that he has been advising on OMA matters, FOIA requests and Board concerns.

Supervisor Morask asked what kind of jurisdiction our Code Enforcement Officer has and Attorney Dowd explained about previous court dates and filing complaints in the court for the unincorporated Maine Township residents. Supervisor Morask proposed to reinstitute doing this.

Trustee Carrabotta questioned further action taken from Attorney General regarding OMA.

Agenda Item: Administrator's Report

Administrator Berman stated that the 2018 Nomination Forms are available for Maine Township Sgt. Karen Lader Memorial Good Citizen's Award. She added that the award will be presented at the Annual Town Meeting to a Maine Township resident who has demonstrated strong support and dedication to the community.

Agenda Item: Personnel, Discussion & possible vote to replace part-time Hall Monitor

Supervisor Morask stated that our Hall Monitor gave a resignation notice and this position is open. She stated that the Hall Monitor position is a 4-hour shift 5 p.m. to 9 p.m., for 5-6 days a month with \$10 per hour. The Building Monitor has to make sure that the building is safe and secure after hours.

Trustee Carrabotta pointed out that he is concerned about safety in the Town Hall.

The security of the building was discussed.

Supervisor Morask asked the Board for authority for Michael Samaan and the hiring committee to hire a building monitor.

Supervisor Morask	Motion to give authority to Administrator Berman, Code Enforcement Officer Samaan and Supervisor Morask to interview and hire a Building Monitor for \$10 per hours, no benefits and to post the job opening for 2 weeks.
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Trustee Carrabotta	Second.
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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: Old Business, Discussion of Assessor Moylan Krey Appeal & IMRF Reinstatement, Discussion on Potential Appeal

Supervisor Morask stated that in 2011 the IMRF provided the Employer Audit and the certificate She was now handing out shows the results.

Trustee McKenzie stated that on the January 23rd Board meeting, the Trustees were provided with a letter dated November 14, 2017 from IMRF, requested information and facts related to Assessor Moylan

Krey's appeal of her IMRF benefits being terminated due to this Board on August 22, 2017, voting not to certify the position of Assessor.

Trustee McKenzie stated that neither she nor Trustees Carrabotta and Sweeney were aware that IMRF was contacted regarding appeal procedure and appealing Board's decision. She added that as the result of these contacts Assessor Moylan Krey was reinstated as an IMRF participant on November 20, 2017.

Trustee McKenzie pointed out that all the contacts and decisions were made without Trustees Sweeney, Carrabotta and McKenzie's knowledge. She added that after reading a letter from IMRF dated January 26, 2018, the Trustees are permitted to have to appeal Assessor Moylan Krey's reinstatement within 63 days.

Trustee McKenzie	Motion to appeal for the administrative decision of reinstating Assessor Moylan Krey in the IMRF and vote on a Resolution to appeal that decision.
Trustee Carrabotta	Second.

Trustee Sweeney and Trustee Carrabotta concurred with Trustee McKenzie's proposal and voiced their disappointment in Assessor Moylan Krey's appeal without Trustees knowledge.

Supervisor Morask stated out that all the actions were taken in accordance with the law and she informed the Board and answered all the questions she was served. She added that the offices of Township Assessor and Highway Commissioner are independent offices and the Board does not have an authority over these offices.

After a long discussion, comments and participation from the public by Dennis Martin and Jayne Reardon, the vote was called for the appeal. Mr. Martin discussed concerns about Maine Township government transparency and Ms. Reardon discussed her support for the Board's decision not to certify August 22nd for the Resolution that was passed.

Motion carried on a roll call vote as follows:

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

Motion carried.

Trustee McKenzie read out loud a Resolution 2018-1 and asked for approval.

Trustee Carrabotta	Motion to adopt the Resolution 2018-1 for Appeal of Illinois Municipal Retirement Fund Administrative ("IMRF") Determination dated November 20, 2017, Reinstating Assessor Moylan Krey's IMRF benefits, notwithstanding the Township Board's no vote to Assessor Moylan Krey's eligibility on August 22, 2017.
Trustee Sweeney	Second.

After a lengthy, intense debate a vote was called – see video.

Motion carried on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Approval of Continuing Resolution 2018-2 & 2018-RB-1

Supervisor Morask stated that the Continuing Resolutions for Maine Township and Road District need to be approved to allow the Township to continue to pay bills until the new budget is approved by the end of May.

Trustee Jones Motion to approve the Continuing Resolution 2018-2 for General Assistance and General Town Fund and Continuing Resolution 2017-RB-1 for Road & Bridge Fund.

Supervisor Morask 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.

Trustee Sweeney asked if passing this resolution done every year procedure.

Supervisor Morask stated that it is routine, the fiscal year ends February 28 and the new budget is not approved yet, the continuing resolutions allows to pay any bills that come in March and April.

Agenda Item: New Business, Set Date for reading of Supervisor's Annual Financial Statements

Supervisor Morask stated that the Supervisor's Annual Financial Statement meeting needs to be scheduled and the financial statements need to be posted at least two days prior to the Annual Town Meeting, which will be held on April 10th.

The Board of Trustees were in agreement to schedule the Supervisor's Annual Financial Statement Meeting for April 3, 2018 at 7:00 p.m.

Agenda Item: New Business, Discussion and Possible Vote to Proceed with an RFP to review, update and revamp numerous Township Policies including but not limited to: Personnel Manual, Privacy Policy.

Supervisor Morask stated that the Maine Township Personnel Manual needs to be revamped. She pointed out that the Township is in possession of a very old, outdated Personnel Manual and this is the reason for redoing it.

Supervisor Morask stated that we received a proposal from Keri-Lyn Krafthefer with Ancel Glink for approximately \$2,000 for rewriting the Personnel Manual.

Trustee Sweeney asked if it is necessary that the Personnel Manual be revised by the law firm if modification can be made and she wondered if there is one manual for all the townships.

Supervisor Morask assured everyone that the Personnel Manual is required by law and it has to be done professionally.

Supervisor Morask Motion to allow the Administration office to pursue hiring Keri-Lyn Krafthefer and firm of Ancel Glink to rewrite Personnel Manual with a cost of approximately \$2,000.

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, Discussion of creation of Board Committee to consider various Township Policies: Board members requests for Township documents, Board members requests of Township Attorney, Closed meeting audio tape retention, Disclosure of official and legal correspondence concerning the Board

Supervisor Morask stated that since the Board members often request items be put on the agenda and make requests of staff and Township Attorney, she and Attorney Dowd suggested to create a Board Committee to consider various township policies.

The issue regarding a time frame for sent emails for Township Officials and staff was discussed.

The Board decided not to destroy the Closed Session audio tapes after the allowed time of 18 months from the date of Closed Session.

Trustee Sweeney requested correspondence concerning the Board be given to them.

Supervisor Morask asked what specific items Trustee Sweeney mentioned Attorney General correspondence. Supervisor Morask stated that Attorney General correspondence typically involves the appointed FOIA committee and the Township Attorney handles follow-up correspondence with the Attorney General.

Supervisor Morask requested Attorney Dowd to be responsible for providing Attorney General legal correspondence regarding the Board to each Trustees.

Trustee Sweeney requested that Agenda Items proposed by Trustees be put on the Board Agenda and questioned if there are any Township Policies regarding how to conduct Board meeting.

Supervisor Morask stated that when the Board Committee will be appointed they will be able to meet, decide on ideas and propose them to the Board. These meetings will be taped and the committee will advise the Board of what proposed new policies the committee may recommend.

Trustee McKenzie Motion to create a Committee of the Whole with Trustee Carrabotta, Trustee Sweeney and Trustee McKenzie in order to discuss and develop proposed draft policies.

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, Discussion of a Board meeting time limit in compliance with OMA requirement for “reasonable date and time” for public meetings; Discussion & vote on motion to limit Board meeting time to 10:30 p.m. absent exigent circumstances

Supervisor Morask stated that under OMA a meeting has to be in reasonable date and time. It is not fair to our employees to hold the meetings after 10:30 p.m. Attorney Dowd and Supervisor Morask suggested to establish a time limit for the Board meetings.

After some discussion and proposed suggestions regarding the best practice for the Board meetings and moving the agenda items, the Board failed to agree on the time limit for the Board meetings.

Trustee Carrabotta Motion to table the discussion regarding time limit for the Board meetings.

Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask No

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Closed Session, Closed Session for the sole purpose of discussion of performance and compensation of specific employees of Maine Township

Supervisor Morask Motion to table the proposed Closed Session discussion and move it to the proposed Special Board meeting on Thursday, March 15th at 7:00 p.m.

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: Adjournment

Supervisor Morask Motion to adjourn.

Trustee Sweeney Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 10:50 p.m.

Maine Township Clerk