

Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, July 24, 2018 @ 7:30 pm

AGENDA

Bill Review/6:30 in Open Meeting Board Room

- Review of General Assistance Expenditures
- Review of Town Fund Expenditures
- Review of Road District Expenditures

Call Regular Meeting to Order/7:30

Pledge of Allegiance

Roll Call

1. Approval of Minutes of June 26, 2018 Bill Pay Review
2. Approval of Minutes of June 26, 2018 Board Meeting
3. Approval of Minutes of July 10, 2018 Special Board Meeting
4. Public Participation
5. Approval of General Assistance Expenditures
6. Approval of Road District Expenditures
7. Approval of General Town Fund Expenditure
8. Presentation of Audit Report/Chris Scalet – Evans Marshall & Pease
9. Personnel

Discussion and Potential Action On the Following Items Listed Under Old & New Business:

10. Old Business

- Procedures and Policies as previously submitted and tabled:
 - o Township Elected Officials' Access to Public Records
 - o Board Packets, Minutes and Board Meeting Video Recording-
 - o Record Retention
 - o Posting Financial and Other Records on our Website
- Budget Amendment/Discussion of Budget Amendment timeline:
 - o Town Fund/GA/Road and Bridge
- Spending Authority Resolution-previously tabled

11. New Business

- Setting Agency Funding Dates
- Posting PT job for Maintenance Department @ 16hrs/wk
- Review of & Vote of Contract for concrete to follow up on Mold work
- Discussion and vote on participation in Springfield conference
- Discussion and vote on membership dues for
 - 1) TOI-\$1,417
 - 2) TOCC-\$2,000

3) Niles Chamber of Commerce: \$215

12. Officials' Reports

13. Attorney's Report

14. Administrator's Report

15. Closed Session

16. Adjournment



ADMINISTRATOR'S REPORT

Date: July, 2018

To: All Elected Officials

From: Dayna Berman, Administrator

The Clerk's Department was incredibly busy this month with the sale of stickers. The last couple days of sales before the price increase we had lines wrapping around the building. A huge thank you to my admin staff! We jumped in with two feet to help out as the numbers of residents seemed larger than usual. Vicki Rizzo and I re-routed residents outside (95 degree weather) through the GA doors, Mike Samaan set up queues through the board room to make effective use of the space and set up a water station for the overheated residents, John McKenna and Becky Behrens aided in selling tickets for hours on end and Dagmar Rutzen directed traffic for hours without taking a break. This was a true "team effort" if I have ever seen one before. Kudos to our township staff.

Another thank you to my staff for helping out with taking phone calls, working with other departments and working together again as a team as we had some flooding and a sink hole in our parking lot occur this month. Mother nature was really testing us. OEM, highway, maintenance, Code Enforcement, as well as the other department really came together to figure out what to do for parking, aid to residents and what to do in a crisis.

We participated in the Taste of Park Ridge again this year. Marie and her senior department did a great job running the bingo on Friday as many of the Mainstreamers love coming out for that event. We also had our tables on Courtland on Saturday handing out our township information to the residents. Staff and Elected Officials volunteered their time selling beverages.

We are gearing up for some summer/early fall events. National Night Out is around the corner, on the 7th of August. I will have all departments represented and they will have brochures and flyers ready to hand out at tables for residents who may have questions about programs or upcoming events. We also will be helping again with carnival games for the youth which is always a fun time. The other event we will start meeting on is the yearly garage sale. We are scheduling our first meeting this week with the "garage sale committee."

An event took place recently that was organized by a non-profit organization group, Clean Up - Give Back. Org in which volunteers helped clean up the community was very successful. Supervisor Morask coordinated with Republic Services to have two large roll-off dumpsters dropped off in the Sumac Ave. area for the waste to be disposed of. Maine Township participated in this event and our own Maintenance Foreman, Mike Samaan, helped out that day as well as well as Trustee Carrabotta and Trustee Sweeney.

Items wrapping up this month include meeting with our auditor Chris Scalat from Evans, Marshall and Pease on the audit and with our attorney on our Personnel Policy Manual.

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
		09:50:51 AM							
	REVENUE								
	Property Tax	1,620,713.00	27,304.72	43,690.57	0.00	1,691,708.29	4,522,119.00	2,830,410.71	63%
	Interest Income	1,285.87	1,342.17	1,967.66	1,802.97	6,398.67	13,198.00	6,799.33	52%
	MaineStay Fees	0.00	5,377.86	6,201.00	1,519.00	13,097.86	14,952.00	1,854.14	12%
	Prsnl Prop Replacement Tax	0.00	14,674.78	14,958.37	0.00	29,633.15	73,030.00	43,396.85	59%
	Other Income	8,140.40	7,651.38	10,017.90	18,571.63	44,381.31	81,229.00	36,847.69	45%
	Senior Programs (net)	0.00	0.00	0.00		0.00	-10,823.00	-10,823.00	100%
	NET REVENUE	1,630,139.27	56,350.91	76,835.50	21,893.60	1,785,219.28	4,693,705.00	2,908,485.72	62%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	EXPENSES								
	ADMINISTRATION								
	Gross Pay Account	62,660.15	57,164.51	66,616.57	81,232.12	267,673.35	782,450.00	514,776.65	66%
	IDES	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Social Security	4,759.83	4,309.26	5,088.27	6,176.46	20,333.82	61,729.00	41,395.18	67%
	IMRF	5,957.92	5,196.21	6,403.72	7,460.54	25,018.39	67,812.00	42,793.61	63%
	Administrative Div. Health Ins.	27,327.21	27,379.89	26,353.44	25,629.28	106,689.82	305,000.00	198,310.18	65%
	Life Insurance	194.60	194.60	180.70	180.70	750.60	2,255.00	1,504.40	67%
	Dental Insurance	2,537.69	142.20	1,997.45	2,641.30	7,318.64	20,000.00	12,681.36	63%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Accounting Services	1,240.85	1,226.40	3,432.57	1,602.39	7,502.21	27,287.00	19,784.79	73%
	Building & Grounds Maint	1,204.18	2,119.09	1,654.93	1,691.59	6,669.79	25,242.00	18,572.21	74%
	Community Info-Support	0.00	3,541.00	3,541.00	3,541.00	10,623.00	47,578.00	36,955.00	78%
	Conferences Meetings	75.00	0.00	0.00	40.00	115.00	3,570.00	3,455.00	97%
	Special Programs	500.00	0.00	525.00	25.00	1,050.00	6,459.00	5,409.00	84%
	Dues Subscriptions	0.00	0.00	350.00	35.00	385.00	6,316.00	5,931.00	94%
	Equipment Leasing Maint	1,191.11	522.00	0.00	3,364.27	5,077.38	18,527.00	13,449.62	73%
	Gen Ins Liability Ins Bond	0.00	0.00	52,959.00	0.00	52,959.00	53,835.00	876.00	2%
	Website>Email Host	5,000.00	0.00	0.00	3,933.76	8,933.76	5,000.00	-3,933.76	-79%
	Print Management	1,858.02	381.09	527.30	456.70	3,223.11	4,637.00	1,413.89	30%
	Computer Tech Support	545.00	545.00	545.00	545.00	2,180.00	8,052.00	5,872.00	73%
	Legal Services	6,831.88	828.75	25,703.22	34,541.87	67,905.72	33,102.00	-34,803.72	-105%
	Mileage-Travel-Lodging Exp	0.00	0.00	0.00	0.00	0.00	1,630.00	1,630.00	100%
	Police Protection	4,600.00	4,200.00	4,400.00	0.00	13,200.00	45,600.00	32,400.00	71%
	Plan Commission	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Postage	1,460.72	-1,350.42	3,579.46	7,559.74	11,249.50	33,962.00	22,712.50	67%
	Printing Publishing	598.74	1,539.84	1,618.48	2,286.44	6,043.50	38,796.00	32,752.50	84%
	Code Enforcement Expense	44.71	60.96	143.77	25.47	274.91	673.00	398.09	59%
	Maine Township Rec. Connections	4,160.25	4,060.50	4,719.63	4,181.66	17,122.04	45,060.00	27,937.96	62%
	Telecommunications	1,871.88	1,945.15	1,944.95	1,640.82	7,402.80	25,519.00	18,116.20	71%
	Staff Training	99.00	25.00	0.00	0.00	124.00	436.00	312.00	72%
	Transportation/Mainlines	0.00	203.00	545.00	620.00	1,368.00	5,281.00	3,913.00	74%
	Utilities	1,968.37	2,226.24	1,337.17	1,719.98	7,251.76	21,100.00	13,848.24	66%
	Miscellaneous (Administr)	0.00	0.00	0.00	65.98	65.98	500.00	434.02	87%
	Neighborhood Watch	35.00	240.00	0.00	0.00	275.00	3,029.00	2,754.00	91%
	Office Supplies/Sm. Equipment	473.82	485.03	447.97	386.48	1,793.30	17,500.00	15,706.70	90%
	Operating Supplies Maint	372.46	867.05	1,042.70	634.72	2,916.93	8,500.00	5,583.07	66%
	Cleanup Project/Single Hauler P	0.00	165.00	141.30	0.00	306.30	1.00	-305.30	-30530%
	Vehicle Expense	124.55	75.36	231.25	62.70	493.86	3,381.00	2,887.14	85%
	Building	0.00	0.00	0.00	0.00	0.00	4,959.00	4,959.00	100%
	Building Purchases	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Funds Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
	Equipment Purchases	0.00	0.00	0.00	0.00	0.00	10,000.00	10,000.00	100%
	Prov for contingency	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	137,692.94	118,292.71	216,029.85	192,280.97	664,296.47	1,744,783.00	1,080,486.53	62%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	ASSESSOR								
	Assessor Division Salary	13,652.45	13,978.72	13,946.95	20,962.79	62,540.91	179,147.00	116,606.09	65%
	Assessor Division SS	976.87	999.40	994.56	1,495.07	4,465.90	12,813.00	8,347.10	65%
	Assessor Division IMRF	1,511.94	1,542.26	1,542.26	2,313.39	6,909.85	20,009.00	13,099.15	65%
	Health Insurance	9,010.47	9,010.47	9,010.47	8,792.46	35,823.87	110,090.00	74,266.13	67%
	Dental Insurance	18.00	312.00	167.00	322.00	819.00	5,022.00	4,203.00	84%
	Life Insurance	41.70	41.70	41.70	41.70	166.80	487.00	320.20	66%
	Conferences Meetings	10.10	0.00	0.00	0.00	10.10	848.00	837.90	99%
	Cook Cty Assessor Tie-in	0.00	0.00	475.00	0.00	475.00	1,025.00	550.00	54%
	Dues-Subscriptions	0.00	0.00	88.00	0.00	88.00	300.00	212.00	71%
	Equipment Leasing-Maint	0.00	0.00	0.00	0.00	0.00	350.00	350.00	100%
	Mileage-Travel-Lodging Exp	0.00	0.00	22.45	0.00	22.45	1,200.00	1,177.55	98%
	Postage	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Printing-Publishing	0.00	0.00	0.00	0.00	0.00	151.00	151.00	100%
	Sidwell Maps	0.00	0.00	0.00	0.00	0.00	707.00	707.00	100%
	Staff Training	0.00	0.00	0.00	0.00	0.00	116.00	116.00	100%
	Miscellaneous	72.99	0.00	104.22	0.00	177.21	1.00	-176.21	-17621%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	25,294.52	25,884.55	26,392.61	33,927.41	111,499.09	332,268.00	220,768.91	66%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	MAINESTAY								
	MaineStay Salary	26,869.62	26,974.27	27,033.65	37,781.75	118,659.29	362,140.00	243,480.71	67%
	Social Security	1,963.40	1,967.44	1,971.99	2,690.62	8,593.45	27,708.00	19,114.55	69%
	IMRF	3,320.52	3,320.52	3,320.52	4,561.36	14,522.92	46,917.00	32,394.08	69%
	Administrative Div. Health Ins.	12,736.45	12,736.45	12,736.45	12,480.98	50,690.33	160,000.00	109,309.67	68%
	Life Ins.	97.30	97.30	97.30	97.30	389.20	1,135.00	745.80	66%
	Dental Ins.	530.80	325.00	462.00	833.00	2,150.80	7,000.00	4,849.20	69%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Conferences-Meetings	0.00	0.00	0.00	0.00	0.00	823.00	823.00	100%
	Consultation/Staff Training	0.00	0.00	0.00	0.00	0.00	1,971.00	1,971.00	100%
	Special Programs - MaineStay	28.44	289.47	5,212.56	965.87	6,496.34	5,595.00	-901.34	-16%
	Dues-Subscriptions/Licensures	250.00	0.00	125.00	0.00	375.00	1,874.00	1,499.00	80%
	Print Management	482.34	482.34	482.34	482.34	1,929.36	5,900.00	3,970.64	67%
	Gen Ins Liability Ins Bond	0.00	1,150.00	0.00	0.00	1,150.00	958.00	-192.00	-20%
	Computer Tech Support	545.00	545.00	545.00	545.00	2,180.00	6,340.00	4,160.00	66%
	Mileage-Travel-Lodging Exp	0.00	56.51	0.00	0.00	56.51	924.00	867.49	94%
	Postage	184.71	17.22	20.42	4.70	227.05	420.00	192.95	46%
	Printing-Publishing	0.00	126.40	132.41	134.00	392.81	1,391.00	998.19	72%
	Community Education	20.28	20.94	0.00	0.00	41.22	137.00	95.78	70%
	Training Manual & Books	0.00	0.00	0.00	0.00	0.00	289.00	289.00	100%
	Miscellaneous	0.00	0.00	40.85	0.00	40.85	45.00	4.15	9%
	Office Supplies/Sm Equipment	0.00	398.49	74.88	0.00	473.37	4,000.00	3,526.63	88%
	Substance Abuse Program	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Youth Recreation Fund	0.00	0.00	0.00	463.82	463.82	3,000.00	2,536.18	85%
	Summer Youth Camp	0.00	1,020.00	2,582.95	842.47	4,445.42	3,703.00	-742.42	-20%
	Garage Sale	0.00	0.00	0.00	0.00	0.00	202.00	202.00	100%
	Building Maint.	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	47,028.86	49,527.35	54,838.32	61,883.21	213,277.74	642,475.00	429,197.26	67%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	SENIOR								
	Senior Salary	16,357.08	18,420.77	13,477.62	22,883.38	71,138.85	221,117.00	149,978.15	68%
	Social Security	1,221.02	1,378.90	1,009.54	1,777.87	5,387.33	16,913.00	11,525.67	68%
	IMRF	2,064.26	2,324.70	1,700.88	2,992.73	9,082.57	28,104.00	19,021.43	68%
	Life Ins.	55.60	55.60	41.70	41.70	194.60	769.00	574.40	75%
	Dental Ins.	18.00	24.00	24.00	18.00	84.00	5,787.00	5,703.00	99%
	Administrative Div. Health Ins.	8,184.35	8,184.35	5,809.56	5,616.32	27,794.58	90,000.00	62,205.42	69%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Conferences-Meetings	0.00	0.00	157.00	0.00	157.00	866.00	709.00	82%
	Special Programs	0.00	0.00	120.49	6,033.15	6,153.64	9,657.00	3,503.36	36%
	Print Management	318.34	318.34	318.34	318.34	1,273.36	3,856.00	2,582.64	67%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	125.00	125.00	100%
	Mileage-Travel-Lodging Exp	0.00	0.00	0.00	0.00	0.00	1,084.00	1,084.00	100%
	Postage	1,071.61	956.46	1,052.91	1,001.18	4,082.16	11,552.00	7,469.84	65%
	Printing-Publishing	890.00	934.00	934.00	890.00	3,648.00	12,197.00	8,549.00	70%
	Telecommunications	2.56	2.42	2.42	2.56	9.96	25.00	15.04	60%
	Staff Training	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	0.00	4,284.00	4,284.00	100%
	Computer Tech Support	545.00	545.00	545.00	545.00	2,180.00	10,715.00	8,535.00	80%
	Total	30,727.82	33,144.54	25,193.46	42,120.23	131,186.05	417,053.00	285,866.95	69%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	CLERK								
	Clerk's Division Salary	9,502.52	9,754.56	9,683.48	14,688.57	43,629.13	131,525.00	87,895.87	67%
	Social Security	713.09	736.35	730.92	1,104.87	3,285.23	10,062.00	6,776.77	67%
	IMRF	1,218.86	1,257.21	1,248.24	1,886.42	5,610.73	16,717.00	11,106.27	66%
	Administrative Div. Health Ins.	3,463.46	3,463.46	3,463.46	3,379.67	13,770.05	45,000.00	31,229.95	69%
	Life Ins.	27.80	27.80	27.80	27.80	111.20	324.00	212.80	66%
	Dental Ins.	1,378.80	12.00	337.60	12.00	1,740.40	3,000.00	1,259.60	42%
	Conferences-Meetings	0.00	75.00	70.00	0.00	145.00	853.00	708.00	83%
	Dues-Subscriptions	30.00	0.00	0.00	33.00	63.00	332.00	269.00	81%
	Print Management	252.34	252.34	252.34	252.34	1,009.36	3,028.00	2,018.64	67%
	Gen Insur Liability Bond	0.00	0.00	0.00	0.00	0.00	145.00	145.00	100%
	Mileage-Travel-Lodging Exp	9.60	0.00	0.00	0.00	9.60	996.00	986.40	99%
	Honor Flight	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
	Computer Tech Support	545.00	545.00	545.00	545.00	2,180.00	6,340.00	4,160.00	66%
	Postage	506.11	966.41	1,077.35	1,070.88	3,620.75	7,332.00	3,711.25	51%
	Printing-Publishing	0.00	0.00	0.00	0.00	0.00	847.00	847.00	100%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	126.00	126.00	100%
	Office Supplies/Sm Equipment	0.00	144.70	0.00	0.00	144.70	3,000.00	2,855.30	95%
	Total	17,647.58	17,234.83	17,436.19	23,000.55	75,319.15	230,627.00	155,307.85	67%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	OEM								
	Emergency Mgmt Salary	691.88	663.75	1,035.00	1,400.64	3,791.27	14,722.00	10,930.73	74%
	OEM Social Security	52.93	50.77	79.17	107.19	290.06	1,206.00	915.94	76%
	Uniforms	0.00	0.00	0.00	0.00	0.00	387.00	387.00	100%
	Conferences-Meetings	0.00	71.49	0.00	0.00	71.49	1.00	-70.49	-7049%
	Special Programs	0.00	0.00	0.00	0.00	0.00	200.00	200.00	100%
	Special Events	0.00	0.00	0.00	0.00	0.00	155.00	155.00	100%
	Citizen Corps Program	0.00	0.00	0.00	0.00	0.00	1,440.00	1,440.00	100%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	50.00	50.00	100%
	Equipment Leasing-Maint	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Volunteer Insurance	0.00	581.40	0.00	0.00	581.40	582.00	0.60	0%
	Postage	0.00	0.00	0.00	0.00	0.00	24.00	24.00	100%
	Computer Tech Support	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Printing-Publishing	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Utilities	348.02	174.46	385.81	374.11	1,282.40	3,976.00	2,693.60	68%
	Telecommunications	231.70	231.50	231.50	0.00	694.70	2,820.00	2,125.30	75%
	Staff Training	0.00	0.00	0.00	0.00	0.00	28.00	28.00	100%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Office Supplies/Sm Equipment	0.00	0.00	13.96	0.00	13.96	500.00	486.04	97%
	Operating Supplies	0.00	0.00	82.12	0.00	82.12	138.00	55.88	40%
	Disaster Operations Supplies	0.00	200.00	0.00	0.00	200.00	628.00	428.00	68%
	Building	0.00	295.00	0.00	0.00	295.00	1,396.00	1,101.00	79%
	Vehicle Expense	0.00	0.00	0.00	0.00	0.00	614.00	614.00	100%
	Total	1,324.53	2,268.37	1,827.56	1,881.94	7,302.40	28,871.00	21,568.60	75%

MAINE TOWNSHIP GENERAL TOWN FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	0%								
	TOTAL OPERATING EXPENSES	259,716.25	246,352.35	341,717.99	355,094.31	1,202,880.90	3,396,077.00	2,193,196.10	65%
	NET OPERATING INCOME	1,370,423.02	-190,001.44	-264,882.49	-333,200.71	582,338.38	1,297,628.00	715,289.62	55%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	Monday, July 16, 2018	09:51:14 AM							
REVENUE									
	Beginning Balance								
	Property Tax	405,233.40	6,931.26	10,954.92	0.00	423,119.58	1,131,362.00	708,242.42	63%
	SS Reimbursement	1,445.00	0.00	0.00	0.00	1,445.00	20,900.00	19,455.00	93%
	Interest Income	328.52	355.86	527.76	477.37	1,689.51	3,685.00	1,995.49	54%
	Energy Assistance Revenue	5.00	1,320.00	780.00	420.00	2,525.00	12,960.00	10,435.00	81%
	Food Pantry Cash Donations	937.05	11,190.00	1,079.00	2,795.00	16,001.05	43,269.00	27,267.95	63%
	Total	407,948.97	19,797.12	13,341.68	3,692.37	444,780.14	1,212,176.00	767,395.86	63%
	NET REVENUE	407,948.97	19,797.12	13,341.68	3,692.37	444,780.14	1,212,176.00	767,395.86	63%
EXPENSES									
EXPENSES-ADMINISTRATIVE									
	Gross Pay Account	29,179.60	29,179.60	29,179.60	43,769.40	131,308.20	392,586.00	261,277.80	67%
	IDES	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Social Security	2,185.76	2,185.76	2,185.76	3,278.64	9,835.92	29,875.00	20,039.08	67%
	IMRF	3,682.47	3,682.47	3,682.47	5,523.70	16,571.11	47,823.00	31,251.89	65%
	Administrative Div. Health Ins.	12,228.33	8,627.33	10,427.83	10,175.54	41,459.03	130,434.00	88,974.97	68%
	Life Insurance	97.30	97.30	97.30	97.30	389.20	1,191.00	801.80	67%
	Dental Insurance	438.00	42.00	528.50	76.40	1,084.90	4,433.00	3,348.10	76%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Accounting Services	421.24	432.24	433.94	597.66	1,885.08	8,486.00	6,600.92	78%
	Conferences Meetings	0.00	0.00	0.00	0.00	0.00	514.00	514.00	100%
	Dues Subscriptions	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Print Management	636.67	636.67	636.47	636.76	2,546.57	6,500.00	3,953.43	61%
	General Insurance-Liab-Bond	0.00	0.00	17,445.00	0.00	17,445.00	14,941.00	-2,504.00	-17%
	Legal Services	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Mileage-Travel-Lodging	0.00	0.00	0.00	20.71	20.71	892.00	871.29	98%
	Postage	374.98	344.61	206.29	346.21	1,272.09	3,000.00	1,727.91	58%
	Printing Publishing	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	100%
	Telecommunication/ISP	156.96	158.49	158.49	158.49	632.43	1,374.00	741.57	54%
	Staff Training	0.00	0.00	20.00	0.00	20.00	478.00	458.00	96%
	Utilities	219.00	200.51	148.27	203.49	771.27	2,252.00	1,480.73	66%
	Hearing Officer	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	32.00	32.00	100%
	Office Supplies	0.00	515.15	30.94	0.00	546.09	6,330.00	5,783.91	91%
	Operating Supplies/Maint	0.00	51.00	0.00	0.00	51.00	1,150.00	1,099.00	96%
	Building Maintenance	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Computer Software Development	0.00	0.00	0.00	0.00	0.00	2,350.00	2,350.00	100%
	Comp Tech Support	545.00	545.00	545.00	545.00	2,180.00	6,290.00	4,110.00	65%
	Admin Contingency	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	50,165.31	46,698.13	65,725.86	65,429.30	228,018.60	662,438.00	434,419.40	66%
EXPENSES-ASSISTANCE									

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

63%	of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
	Monday, July 16, 2018	09:51:14 AM							
	Client Insurance	0.00	0.00	0.00	0.00	0.00	134.00	134.00	100%
	Emergency Assist Program	300.00	0.00	250.00	0.00	550.00	1,200.00	650.00	54%
	Prescription Drugs	0.00	0.00	562.81	0.00	562.81	2,693.00	2,130.19	79%
	Dental Services	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Medical Services	0.00	0.00	0.00	0.00	0.00	114.00	114.00	100%
	Funeral & Burial Services	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Client Utilities	438.17	75.00	338.64	442.77	1,294.58	5,913.00	4,618.42	78%
	Shelter-Rent	5,445.22	5,445.22	5,095.22	5,120.22	21,105.88	71,102.00	49,996.12	70%
	Ambulance Paramedic	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Food/Pers essentials	2,676.74	6,000.00	2,834.78	4,895.25	16,406.77	33,887.00	17,480.23	52%
	Transport/Clothing	1,680.00	1,680.00	2,096.33	1,840.00	7,296.33	19,803.00	12,506.67	63%
	Transient	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Food Pantry	78.98	1,182.70	0.00	0.00	1,261.68	23,410.00	22,148.32	95%
	Catastro. Med. Insurance	0.00	0.00	4,080.00	0.00	4,080.00	4,200.00	120.00	3%
	CWP	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Prov for contingency	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	10,619.11	14,382.92	15,257.78	12,298.24	52,558.05	162,462.00	109,903.95	68%
	TOTAL OPERATING EXPENSES	60,784.42	61,081.05	80,983.64	77,727.54	280,576.65	824,900.00	544,323.35	66%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

63% of the year remaining 0%
 MAR APR MAY JUN YTD DISBURSE BUDGET BALANCE % Left

REVENUE

Fund Transfer	0.00	0.00			0.00	0.00	0.00	0%
Property Tax	661,752.75	11,256.76	18,127.27	0.00	691,136.78	1,902,125.00	1,210,988.22	64%
Other Income	1,258.50	168.16	1,325.00	1,650.00	4,401.66	55,780.00	51,378.34	92%
Interest Income	421.78	407.15	117.56	523.08	1,469.57	3,618.00	2,148.43	59%
Permit Fees	450.00	1,085.00	1,829.00	1,700.00	5,064.00	14,068.00	9,004.00	64%
Persnl Prop Replacement Tax	0.00	14,675.45	14,959.05	0.00	29,634.50	73,033.00	43,398.50	59%
NET REVENUE	663,883.03	27,592.52	36,357.88	3,873.08	731,706.51	2,048,624.00	1,316,917.49	64%

EXPENSES

GENERAL ROAD FUND-ADMINISTRATIVE

Admin Salary Expense	4,523.76	4,523.76	4,523.76	7,341.94	20,913.22	59,000.00	38,086.78	65%
Health Insurance	13,843.79	13,843.79	13,843.79	13,536.47	55,067.84	159,300.00	104,232.16	65%
Life Insurance	97.30	97.30	97.30	97.30	389.20	1,200.00	810.80	68%
Dental Insurance	0.00	42.00	42.00	934.00	1,018.00	6,500.00	5,482.00	84%
Alcohol & Drug Testing	0.00	0.00	0.00	0.00	0.00	540.00	540.00	100%
Payroll Service	322.84	333.84	335.04	502.56	1,494.28	4,500.00	3,005.72	67%
Accounting Services	0.00	0.00	0.00	0.00	0.00	4,500.00	4,500.00	100%
Conferences Meetings	0.00	37.18	148.29	0.00	185.47	200.00	14.53	7%
Dues Subscriptions	0.00	0.00	0.00	0.00	0.00	720.00	720.00	100%
Legal Services	0.00	0.00	43.75	0.00	43.75	3,000.00	2,956.25	99%
Mileage Travel Expense	0.00	0.00	0.00	0.00	0.00	100.00	100.00	100%
Municipal Replacement Tax	0.00	0.00	0.00	0.00	0.00	32,664.00	32,664.00	100%
Postage	0.00	8.46	0.00	60.00	68.46	175.00	106.54	61%
Printing Publishing	0.00	0.00	73.20	331.70	404.90	6,000.00	5,595.10	93%
Telephone	284.98	302.72	864.01	680.70	2,132.41	5,800.00	3,667.59	63%
Training	0.00	0.00	25.00	0.00	25.00	500.00	475.00	95%
Miscellaneous	226.20	0.00	0.00	0.00	226.20	0.00	-226.20	#DIV/0!
Office Supplies	0.00	0.00	173.94	0.00	173.94	1,500.00	1,326.06	88%
Office Equipment	146.34	71.99	0.00	0.00	218.33	5,000.00	4,781.67	96%
Prov for contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
Total	19,445.21	19,261.04	20,170.08	23,484.67	82,361.00	291,199.00	208,838.00	72%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	0.00	0.00	0.00	0.00	0.00	145,000.00	145,000.00	100%
Maintenance-Uniforms	0.00	0.00	0.00	175.00	175.00	4,500.00	4,325.00	96%
Building Maintenance	0.00	0.00	326.68	0.00	326.68	5,500.00	5,173.32	94%
Equipment Leasing Maint	8,068.78	19,046.79	3,164.59	15,131.64	45,411.80	62,500.00	17,088.20	27%
Landfill Charges - GRF	0.00	0.00	0.00	393.62	393.62	500.00	106.38	21%
Rentals	0.00	0.00	0.00	8,000.00	8,000.00	1,000.00	-7,000.00	-700%
Street Lighting	0.00	4,171.57	4,519.55	4,292.86	12,983.98	51,500.00	38,516.02	75%
Tree Removal & Spraying	0.00	0.00	75.00	297.50	372.50	15,000.00	14,627.50	98%
Utilities	412.91	680.57	852.28	512.89	2,458.65	8,000.00	5,541.35	69%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

63% of the year remaining	MAR	APR	MAY	JUN	YTD DISBURSE	BUDGET	BALANCE	% Left
0%								
Tree Replacement Program	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
Gasoline Oil	516.27	962.40	1,075.04	1,923.90	4,477.61	30,000.00	25,522.39	85%
Building & Oper Sup Mat 1	89.45	0.00	407.00	0.00	496.45	4,500.00	4,003.55	89%
Maint Equip & Small Tools	1,512.15	2,492.70	1,515.80	3,212.35	8,733.00	10,000.00	1,267.00	13%
Supplies (Equipment)	364.68	1,800.04	2,613.38	5,085.54	9,863.64	22,000.00	12,136.36	55%
Supplies Roads GRF	0.00	0.00	326.48	88.00	414.48	4,500.00	4,085.52	91%
Supplies Snow Removal	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100%
Total	10,964.24	29,154.07	14,875.80	39,113.30	94,107.41	415,500.00	321,392.59	77%

PERMANENT ROAD FUND

Labor On Roads	33,461.11	33,159.22	32,330.16	53,845.98	152,796.47	335,000.00	182,203.53	54%
Drainage	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	100%
Engineering Services	0.00	6,585.32	19,966.25	3,360.00	29,911.57	30,000.00	88.43	0%
Landfill Charges - PRF	0.00	0.00	365.00	591.76	956.76	12,000.00	11,043.24	92%
Project Expenses	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00	100%
Maintenance Roads	0.00	0.00	0.00	0.00	0.00	405,000.00	405,000.00	100%
Supplies / Roads PRF	0.00	670.45	1,303.50	5,612.44	7,586.39	50,000.00	42,413.61	85%
Total	33,461.11	40,414.99	53,964.91	63,410.18	191,251.19	850,500.00	659,248.81	78%

EQUIPMENT & BUILDING FUND

Equipment	0.00	0.00	67,124.19	22,664.87	89,789.06	225,000.00	135,210.94	60%
Building	530.19	30.00	52.80	3,245.00	3,857.99	15,000.00	11,142.01	74%
Storage Building	0.00	628.00	1,111.95	314.00	2,053.95	7,500.00	5,446.05	73%
Total	530.19	658.00	68,288.94	26,223.87	95,701.00	247,500.00	151,799.00	61%

SOCIAL SECURITY FUND

Social Security	2,816.30	2,793.19	2,729.77	4,546.55	12,885.81	40,500.00	27,614.19	68%
Total	2,816.30	2,793.19	2,729.77	4,546.55	12,885.81	40,500.00	27,614.19	68%

INSURANCE FUND

Workmans Compensation	0.00	0.00	21,353.00	0.00	21,353.00	20,818.00	-535.00	-3%
Unemployment Insurance	0.00	0.00	0.00	0.00	0.00	535.00	535.00	100%
Gen Ins Liability Ins Bond	0.00	0.00	37,443.00	0.00	37,443.00	37,443.00	0.00	0%
Total	0.00	0.00	58,796.00	0.00	58,796.00	58,796.00	0.00	0%

IL MUNICIPAL RETIREMENT FUND

IMRF	4,793.69	4,755.59	4,650.96	7,721.92	21,922.16	64,000.00	42,077.84	66%
IMRF Employer ERI Cost	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
Total	4,793.69	4,755.59	4,650.96	7,721.92	21,922.16	65,000.00	43,077.84	66%

TOTAL OPERATING EXPENSES	72,010.74	97,036.88	223,476.46	164,500.49	557,024.57	1,968,995.00	1,411,970.43	72%
NET OPERATING INCOME	591,872.29	-69,444.36	-187,118.58	-160,627.41	174,681.94	79,629.00	-95,052.94	-119%

MOTION TO APPROVE PAYROLL FOR PAYDATES OF JUNE 29, 2018
AND JULY 13, 2018 AND ROAD DISTRICT CHECKS # 20454
THROUGH CHECK #20504 IN THE AMOUNT OF \$131,539.61.

Maine Township Road & Bridge Fund

JULY 2018

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
Wire	June 29	Federal Electronic Payroll System	Federal Taxes	5,105.94
Wire	June 29	Illinois Department of Revenue	State Taxes	886.05
S/C	June 29	Paychex	Service Fee	167.52
Dir. Deposit	June 29	Richard A. Brandes	Payroll Check	1,896.87
Dir. Deposit	June 29	Robert J. Brzezinski	Payroll Check	3,335.06
Dir. Deposit	June 29	Peter Douvalakis	Payroll Check	2,467.16
Dir. Deposit	June 29	Jason D. Fox	Payroll Check	1,456.43
Dir. Deposit	June 29	Dawne Scheel Hayman	Payroll Check	1,578.83
Dir. Deposit	June 29	Peter A. Jimenez	Payroll Check	1,479.29
Dir. Deposit	June 29	Justin E. MacIntyre	Payroll Check	1,309.15
20454	July 2	A T & T	Internet Service	49.53
20455	July 2	Golf Mill Ford	Equipment Maintenance	418.10
20456	July 2	Metro Federal Credit Union	Ehrhardts / Equipment	1,557.80
Wire	July 10	IMRF	Illinois Municipal Retirement Fund	10,579.27
Wire	July 13	Federal Electronic Payroll System	Federal Taxes	5,266.31
Wire	July 13	Illinois Department of Revenue	State Taxes	939.59
S/C	July 13	Paychex	Service Fee	173.36
Dir. Deposit	July 13	Richard A. Brandes	Payroll Check	1,660.94
Dir. Deposit	July 13	Robert J. Brzezinski	Payroll Check	3,031.78
Dir. Deposit	July 13	Peter Douvalakis	Payroll Check	2,166.05
Dir. Deposit	July 13	Peter Douvalakis	Payroll Check	1,905.45
Dir. Deposit	July 13	Jason D. Fox	Payroll Check	1,441.75
Dir. Deposit	July 13	Dawne Scheel Hayman	Payroll Check	1,575.65
Dir. Deposit	July 13	Peter A. Jimenez	Payroll Check	1,476.81
Dir. Deposit	July 13	Justin E. MacIntyre	Payroll Check	1,299.93
20457	July 16	Treasurer, State of IL	Equipment Inventory	11,000.00
20458	July 24	A T & T	Telephone Service At Garage	340.69
20459	July 24	AT& T	Telephone & Communications	60.42
20460	July 24	Acme Truck & Brake Supply Co.	Equipment Maintenance	97.02
20461	July 24	Atlas Bobcat LLC	Equipment Maintenance	252.30
20462	July 24	Barrier Systems LLC	Supplies for the Road	3,493.08

20463	July 24	Buck Bros., Inc.	Equipment Maintenance	226.41
20464	July 24	Burns Industrial Supply	Small Tools & Equipment(Shop)	796.84
20465	July 24	Comed-Garage	Utilities - Service at Garage	319.70
20466	July 24	Comed-Street Lighting	Street Lighting	4,196.25
20467	July 24	Comed-Traffic Signals	Traffic Signals	51.63
20468	July 24	Conserv FS	Fuel	1,915.33
20469	July 24	Earth Inc.	Supplies for the Road	2,276.29
20470	July 24	Evans, Marshall & Pease, P.C.	Accounting Services - Audit	1,675.00
20471	July 24	GROOT Industries, Inc.	Landfill	477.75
20472	July 24	Grainger Inc.	Safety Equipment	138.75
20473	July 24	Home Depot Credit Services	Small Tools And Supplies	121.46
20474	July 24	JB Metal Works, Inc.	Supplies for the Road	167.00
20475	July 24	Kevin W. Mortell & Toni Miller	Wage Deduction Court	655.74
20476	July 24	Macmunnis Inc. AAF COMED	Offsite Storage / Building	314.00
20477	July 24	Maine Township-Town Fund	Reimburse TF-June Dental Expense	934.00
20478	July 24	McMaster-Carr	Small Tools & Equipment(Shop)	803.34
20479	July 24	Metro Federal Credit Union	Building & Operating Supplies	341.89
20480	July 24	Miller Industrial, Inc.	Small Tools & Equipment(Shop)	173.89
20481	July 24	Napa Auto Parts-Des Plaines	Equipment Supplies & Parts(Truck)	652.73
20482V	July 24	VOID	Void	-
20483	July 24	Blue Tarp Financial, Inc.	Small Tools & Equipment(Shop)	886.61
20484	July 24	Nicor Gas	Utilities -Service at Garage	283.05
20485	July 24	Peschel Flower Shop	Miscellaneous	55.98
20486	July 24	Rex Radiator And Welding Co., Inc.	Equipment Maintenance	1,475.00
20487	July 24	Runco Office Supply	Office Supplies	67.26
20488	July 24	Sam's Club MC/SYNCB	Building & Operating Supplies	6,577.54
20489	July 24	Security Benefit	Deferred Compensation	1,090.00
20490	July 24	Sherwin Industries, Inc.	Supplies for the Road	3,176.25
20491	July 24	Spaceco, Inc.	Engineering Services	5,950.00
20492	July 24	Verizon Wireless	Cellular Phone / Ipad	193.11
20493	July 24	West Side Tractor Sales	Equipment Supplies & Parts(Truck)	1,923.94
20494	July 24	Worthington ag parts	Towing & Rental	2,200.00
20495	July 24	Acuity Specialty Products, Inc.	Building & Operating Supplies	964.05
20496	July 24	Des Plaines Material & Supply	Supplies for the Road	5,521.89
20497V	July 24	VOID	Void	-
20498V	July 24	VOID	Void	-
20499	Aug 1	The Lincoln National	Vol Life Insurance	97.30
20500	Aug 1	Blue Cross Blue Shield of IL	August Health Insurance	15,386.82

20501	Aug 1	NCPERS Group Life Ins.	IMRF Vol Life Insurance	16.00
20502	Aug 1	The Lincoln National	Vol Life Insurance	112.08
20503	Aug 1	Vision Service Plan (IL)	VSP Vision Insurance	6.60
20504	Aug 1	Hydraulic Pneumatic Corp.	Equipment Maintenance	850.00

\$ 131,539.61

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of June 29, 2018 and July 13, 2018 and Road District Checks #20454 through Check #20504 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEAL THIS 24TH DAY OF JULY, 2018.

Supervisor

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF JUNE 29, 2018
AND JULY 13, 2018 AND GENERAL TOWN FUND CHECKS #56056
THROUGH CHECK #56136 IN THE AMOUNT OF \$336,278.08.

Maine Township General Town Fund

JULY 2018

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
56050V	July 2	VOID - Blue Cross Blue Shield	Void Included in June Ledger	-
Wire	June 29	Federal Electronic Payroll System	Federal Taxes	13,043.23
Wire	June 29	Illinois Department Of Revenue	State Taxes	2,531.05
S/C	June 29	Paychex	Service Fee	346.85
3287	June 29	Susan Moylan Krey	Payroll Check	641.11
3288	June 29	Carl F. Brzozowski	Payroll Check	178.61
3289	June 29	Dorothy D. Moran	Payroll Check	505.27
3290	June 29	Mateo C. Anavi	Payroll Check	187.34
Dir.Deposit	June 29	Laura J. Morask	Payroll Check	795.07
Dir.Deposit	June 29	Peter W. Gialamas	Payroll Check	384.02
Dir.Deposit	June 29	Dayna E. Berman	Payroll Check	2,767.30
Dir.Deposit	June 29	Denise M. Jajko	Payroll Check	1,725.35
Dir.Deposit	June 29	Doriene K. Prorak	Payroll Check	1,413.43
Dir.Deposit	June 29	Jessica M. Fox	Payroll Check	772.82
Dir.Deposit	June 29	John P. McKenna	Payroll Check	687.33
Dir.Deposit	June 29	Jonathon W. Kaehn	Payroll Check	453.12
Dir.Deposit	June 29	Marty Cook	Payroll Check	622.12
Dir.Deposit	June 29	Michael A. Samaan	Payroll Check	1,474.79
Dir.Deposit	June 29	Nader A. Ghazaleh Sr.	Payroll Check	1,115.34
Dir.Deposit	June 29	Nicholas W. Kanehl	Payroll Check	855.69
Dir.Deposit	June 29	Ramsin S. Youkhanes	Payroll Check	111.43
Dir.Deposit	June 29	Rebecca A. Behrens	Payroll Check	277.39
Dir.Deposit	June 29	Robert M. Carrozza	Payroll Check	384.58
Dir.Deposit	June 29	Tracy D. Cummings	Payroll Check	1,227.09
Dir.Deposit	June 29	Victoria K. Rizzo	Payroll Check	1,579.03
Dir.Deposit	June 29	Debra A. Babich	Payroll Check	1,397.93
Dir.Deposit	June 29	Elizabeth J. Coy	Payroll Check	1,356.82
Dir.Deposit	June 29	Faris E. Dababneh	Payroll Check	1,027.92
Dir.Deposit	June 29	Mary Dolores Phillips	Payroll Check	612.79
Dir.Deposit	June 29	Anne M. Kolpak-Camarano	Payroll Check	1,201.47
Dir.Deposit	June 29	Anna E. Lydka	Payroll Check	1,459.86
Dir.Deposit	June 29	Austin S. Kelso	Payroll Check	1,005.95
Dir.Deposit	June 29	Naomi J. Bowman	Payroll Check	1,006.93
Dir.Deposit	June 29	Richard D. Lyon	Payroll Check	2,188.40

Dir.Deposit	June 29	Robert T. Barder	Payroll Check	219.34
Dir.Deposit	June 29	Yessenia Cornejo	Payroll Check	1,318.45
Dir.Deposit	June 29	Marie C. Dachniwsky	Payroll Check	1,427.15
Dir.Deposit	June 29	Monika Jaroszewicz	Payroll Check	1,273.55
Dir.Deposit	June 29	Oksana T. Bukaczyk	Payroll Check	1,129.40
Dir.Deposit	June 29	Therese A. Tully	Payroll Check	1,419.38
Dir.Deposit	June 29	Annette Galante	Payroll Check	979.82
Dir.Deposit	June 29	Catherine Fredericksen	Payroll Check	460.53
Dir.Deposit	June 29	Rosalind Luburich	Payroll Check	623.91
Dir.Deposit	June 29	Wieslawa Tytko	Payroll Check	1,560.50
Dir.Deposit	June 29	Dagmar Rutzen	Payroll Check	360.52
56056V	July 2	VOID	Void	-
56057	July 2	John Amburgey	Misc. Network Assistance	450.00
56058	July 2	Evans, Marshall And Pease, PC	Auditor attend Board Meetings	2,615.00
56059	July 2	Blue Cross Blue Shield	Included in June Ledger	-
Wire	July 10	IMRF	Illinois Municipal Retirement Fund	30,590.48
Wire	July 13	Paychex ESR & FSA	Time Attendance Fee	566.45
Wire	July 13	Federal Electronic Payroll System	Federal Taxes	18,582.41
Wire	July 13	Illinois Department Of Revenue	State Taxes	3,623.59
S/C	July 13	Paychex	Service Fee	477.94
3291	July 13	Susan Moylan Krey	Payroll Check	624.77
3292	July 13	Walter Kazmierczak	Payroll Check	4,125.13
3293	July 13	David A. Carrabotta	Payroll Check	-
3294	July 13	Carl F. Brzozowski	Payroll Check	275.87
3295	July 13	Dorothy D. Moran	Payroll Check	459.38
3296	July 13	Mateo C. Anavi	Payroll Check	281.68
Dir.Deposit	July 13	Laura J. Morask	Payroll Check	777.17
Dir.Deposit	July 13	Peter W. Gialamas	Payroll Check	365.94
Dir.Deposit	July 13	Claire R. McKenzie	Payroll Check	434.81
Dir.Deposit	July 13	Kimberly Jones	Payroll Check	415.89
Dir.Deposit	July 13	Susan Kelly Sweeney	Payroll Check	451.31
Dir.Deposit	July 13	Dayna E. Berman	Payroll Check	2,838.91
Dir.Deposit	July 13	Dayna E. Berman	Payroll Check	861.89
Dir.Deposit	July 13	Denise M. Jajko	Payroll Check	2,076.82
Dir.Deposit	July 13	Doriene K. Prorak	Payroll Check	1,428.61
Dir.Deposit	July 13	Doriene K. Prorak	Payroll Check	697.88
Dir.Deposit	July 13	Jessica M. Fox	Payroll Check	957.33
Dir.Deposit	July 13	Jessica M. Fox	Payroll Check	384.27
Dir.Deposit	July 13	John P. McKenna	Payroll Check	600.58
Dir.Deposit	July 13	John P. McKenna	Payroll Check	33.64
Dir.Deposit	July 13	Jonathon W. Kaehn	Payroll Check	474.00

Dir.Deposit	July 13	Jonathon W. Kaehn	Payroll Check	198.66
Dir.Deposit	July 13	Marty Cook	Payroll Check	506.75
Dir.Deposit	July 13	Marty Cook	Payroll Check	86.40
Dir.Deposit	July 13	Michael A. Samaan	Payroll Check	1,481.49
Dir.Deposit	July 13	Michael A. Samaan	Payroll Check	216.09
Dir.Deposit	July 13	Nader A. Ghazaleh Sr.	Payroll Check	1,115.34
Dir.Deposit	July 13	Nicholas W. Kanehl	Payroll Check	858.73
Dir.Deposit	July 13	Nicholas W. Kanehl	Payroll Check	169.91
Dir.Deposit	July 13	Ramsin S. Youkhanes	Payroll Check	194.46
Dir.Deposit	July 13	Rebecca A. Behrens	Payroll Check	308.31
Dir.Deposit	July 13	Rebecca A. Behrens	Payroll Check	50.92
Dir.Deposit	July 13	Robert M. Carrozza	Payroll Check	141.10
Dir.Deposit	July 13	Robert M. Carrozza	Payroll Check	34.99
Dir.Deposit	July 13	Sophia R. Nyanue	Payroll Check	19.82
Dir.Deposit	July 13	Tracy D. Cummings	Payroll Check	1,097.95
Dir.Deposit	July 13	Tracy D. Cummings	Payroll Check	318.17
Dir.Deposit	July 13	Victoria K. Rizzo	Payroll Check	1,657.17
Dir.Deposit	July 13	Victoria K. Rizzo	Payroll Check	835.40
Dir.Deposit	July 13	Debra A. Babich	Payroll Check	1,414.91
Dir.Deposit	July 13	Debra A. Babich	Payroll Check	274.28
Dir.Deposit	July 13	Elizabeth J. Coy	Payroll Check	1,349.87
Dir.Deposit	July 13	Elizabeth J. Coy	Payroll Check	228.67
Dir.Deposit	July 13	Faris E. Dababneh	Payroll Check	1,027.54
Dir.Deposit	July 13	Faris E. Dababneh	Payroll Check	211.23
Dir.Deposit	July 13	Mary Dolores Phillips	Payroll Check	633.76
Dir.Deposit	July 13	Mary Dolores Phillips	Payroll Check	130.42
Dir.Deposit	July 13	Anne M. Kolpak-Camarano	Payroll Check	1,267.84
Dir.Deposit	July 13	Anne M. Kolpak-Camarano	Payroll Check	674.18
Dir.Deposit	July 13	Anna E. Lydka	Payroll Check	1,480.89
Dir.Deposit	July 13	Anna E. Lydka	Payroll Check	276.79
Dir.Deposit	July 13	Austin S. Kelso	Payroll Check	1,053.16
Dir.Deposit	July 13	Austin S. Kelso	Payroll Check	472.63
Dir.Deposit	July 13	Naomi J. Bowman	Payroll Check	1,001.71
Dir.Deposit	July 13	Naomi J. Bowman	Payroll Check	589.75
Dir.Deposit	July 13	Richard D. Lyon	Payroll Check	2,211.26
Dir.Deposit	July 13	Richard D. Lyon	Payroll Check	298.47
Dir.Deposit	July 13	Robert T. Barder	Payroll Check	242.39
Dir.Deposit	July 13	Robert T. Barder	Payroll Check	33.04
Dir.Deposit	July 13	Yessenia Cornejo	Payroll Check	1,339.49
Dir.Deposit	July 13	Yessenia Cornejo	Payroll Check	247.64
Dir.Deposit	July 13	Marie C. Dachniwsky	Payroll Check	1,380.08

Dir.Deposit	July 13	Marie C. Dachniwsky	Payroll Check	255.06
Dir.Deposit	July 13	Monika Jaroszewicz	Payroll Check	1,277.74
Dir.Deposit	July 13	Monika Jaroszewicz	Payroll Check	614.33
Dir.Deposit	July 13	Oksana T. Bukaczyk	Payroll Check	1,133.82
Dir.Deposit	July 13	Oksana T. Bukaczyk	Payroll Check	127.55
Dir.Deposit	July 13	Therese A. Tully	Payroll Check	1,396.16
Dir.Deposit	July 13	Therese A. Tully	Payroll Check	624.99
Dir.Deposit	July 13	Annette Galante	Payroll Check	1,206.70
Dir.Deposit	July 13	Annette Galante	Payroll Check	389.49
Dir.Deposit	July 13	Catherine Fredericksen	Payroll Check	780.62
Dir.Deposit	July 13	Catherine Fredericksen	Payroll Check	357.65
Dir.Deposit	July 13	Rosalind Luburich	Payroll Check	916.56
Dir.Deposit	July 13	Rosalind Luburich	Payroll Check	235.47
Dir.Deposit	July 13	Wieslawa Tytko	Payroll Check	1,609.14
Dir.Deposit	July 13	Wieslawa Tytko	Payroll Check	576.71
Dir.Deposit	July 13	Dagmar Rutzen	Payroll Check	697.47
Dir.Deposit	July 13	Dagmar Rutzen	Payroll Check	47.18
56060	July 24	John Amburgey	Annual Maintenance Website	2,500.00
56061V	July 24	VOID	Void	-
56062	July 24	Bond, Dickson & Associates, PC	IMRF Appeal Legal Services	8,561.87
56063	July 24	Security Benefit	Deferred Comp Contributions	1,310.00
56064	July 24	Access One, Inc.	Pots Lines (Alarms, Elevator, Fax)	124.49
56065	July 24	AD Images, Inc.	Code Enf Polo Shirts	99.09
56066	July 24	All Season Maintenance, Inc.	Monthly Lawn Care July	1,300.00
56067	July 24	American Charge Service	21 Trips-Mainelines	105.00
56068V	July 24	VOID	Void	-
56069	July 24	Anderson Lock Company Ltd	2 Keys for OEM Building	36.00
56070	July 24	Aqua Illinois, Inc.	Water & Sewer Bill	139.99
56071	July 24	Republic Svc #551	Pickup Service	235.54
56072	July 24	Avenues to Independence	Grant Payment 4	4,048.33
56073	July 24	Barton Marketing Group	June Retainer for Public Info Serv	3,541.00
56074	July 24	Canteen Refreshment Services	Coffee Filter Packs	204.00
56075	July 24	Northwest Compass, Inc.	Gran Payment 1,2,3	1,540.00
56076	July 24	The Center of Concern	Grant Payment 5	3,233.33
56077	July 24	Chicago Tribune Co	PR Chamber Comm Guide Ad	420.00
56078	July 24	Comcast Business	July Business Voice Edge Service	1,584.54
56079	July 24	Comcast	Internet and Fax	278.43
56080	July 24	Comcast Cable	OEM-Phone & Internet	277.59
56081	July 24	Comed	OEM Electricity Supply & Delivery	185.52
56082	July 24	Elizabeth Coy - Reimbursement	Training Mileage, Tolls, Train	136.94
56083	July 24	Damiano Diesel Service	Vehicle Expense	1,303.79

56084	July 24	Des Plaines, City Water	OEM Water & Sewer Service	158.02
56085	July 24	Des Plaines Office Equipment	Fax Machine Clerk/Maintenance	546.44
56086	July 24	Office Equipment Leasing Co	Print Management	2,116.20
56087	July 24	Direct Energy Business	Electric Service	1,886.62
56088	July 24	Dish	Monthly Cable	35.02
56089	July 24	District 63 Education	Grant Payment 4	2,270.84
56090	July 24	Elk Grove Township	Summer Camp Training Sessions	150.00
56091	July 24	Evans, Marshall And Pease, PC	Audit	10,165.00
56092	July 24	Garvey's Office Products	Office Supplies	2,472.24
56093V	July 24	VOID	Void	-
56094	July 24	Glenkirk/Keystone Foundation	Grant Payment 2	935.00
56095	July 24	Golf Maine Park District	Reilly Bialczak Scholarship	187.50
56096	July 24	Journal & Topics Newspapers	Taste of Park Ridge Ad	1,009.00
56097	July 24	Lakeview Bus Lines, Inc.	Summer Camp	1,478.60
56098	July 24	Life Span	Grant Payment 4	626.66
56099	July 24	Richard Lyon - Reimbursement	May June Mileage	51.03
56100	July 24	Maine Township Highway Dept	Reimb for Verizon Credit Error	25.19
56101	July 24	Susan Moylan Krey - Reimbursement	Training Mileage, Tolls, Train	15.58
56102	July 24	Niles Flash Cab	22 Vouchers Mainlines	110.00
56103	July 24	Nicor Gas	Commercial Heat	111.63
56104	July 24	Nicor Gas	Commercial Heat - OEM	98.59
56105	July 24	NW Suburban Day Care Ctr	Grant Payment 5	3,482.50
56106	July 24	Ontap Company	Water Cooler & Dispenser	171.00
56107	July 24	Park Ridge Dispatch, Inc.	35 Vouchers Mainlines	175.00
56108	July 24	Peer Jury Partnership	Reissue MT Deposit	500.00
56109	July 24	Pitney Bowes, Inc.	Labels for Passport Postage	76.38
56110	July 24	Pitney Bowes Purchase Power	Passport Postage	1,459.00
56111	July 24	Presstech, Inc.	Mainstreamers August Newsletter	890.00
56112	July 24	Quinn Print, Inc.	Business Cards	150.00
56113	July 24	Resources For Comm Living	Grant Payment 1	1,020.00
56114	July 24	Turning Point Behavioral	Grant Payment 4	3,933.33
56115	July 24	Tom Vaughn-Chapter 13 Trustee	Wage Garnishment	322.00
56116	July 24	Verizon Wireless-Admin	Telecommunications	141.04
56117	July 24	Warehouse Direct	Computer Tech	2,600.00
56118	July 24	Ancel, Glink, Diamond, Bush	Corporate Legal Services	26,396.25
56119	July 24	Metro Federal Credit Union	Special Events - Supplies	82.87
56120	July 24	Metro Federal Credit Union	Operating Supplies	134.40
56121	July 24	Metro Federal Credit Union	ITASC Conference/Meeting	84.19
56122	July 24	Metro Federal Credit Union	Summer Youth Camp	2,277.71
56123V	July 24	VOID	Void	-
56124V	July 24	VOID	Void	-

56125	July 24	Metro Federal Credit Union	Maine Twp Recovery Meetings	1,848.51
56126V	July 24	VOID	Void	-
56127V	July 24	VOID	Void	-
56128	Aug 1	AFLAC	Aflac	126.26
56129	Aug 1	Blue Cross Blue Shield	August Health Insurance	63,131.35
56130	Aug 1	NCPERS Group Life Ins.	IMRF Vol Life Insurance	96.00
56131V	Aug 1	VOID	Void	-
56132V	Aug 1	VOID	Void	-
56133	Aug 1	Vision Service Plan (IL)	VSP Vol Vision Insurance	111.56
56134	Aug 1	The Lincoln National	Volume Life Insurance	104.89
56135	Aug 1	The Lincoln National	Life Insurance	389.20
56136V	Aug 1	VOID	Void	-
				<u>\$ 336,278.08</u>

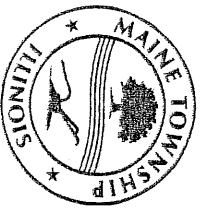
We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of June 29, 2018 and July 13, 2018 and General Town Fund Checks #56056 through Check #56136 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 24TH DAY OF JULY 2018.

Supervisor

Clerk

Trustees



Peter Gialamas

Clerk

CLERK'S SERVICES FOR THE YEAR 2018

Month	Voter Registr.	Vehicle Stickers	Handic. Cards	Hunt & Fish License	RTA Passes	Passport Applications	Notary Public	Garbage Stickers	Mainlines Tickets	TOTAL
January	1	174	3	0	32	422	11	15	110	768
	2	148	5	0	35	407	10	33	42	672
February	2	150	5	0	37	304	14	16	20	548
	2	226	3	7	22	402	10	9	123	804
March	0	190	7	34	15	451	17	39	77	830
	0	240	2	20	28	599	0	19	125	1033
April	0	133	3	41	23	325	15	103	132	775
	0	176	2	38	21	400	0	251	82	970
May	1	533	2	23	33	290	11	221	160	1,274
	0	63	3	14	28	360	0	261	116	845
June	1	8,036	8	13	30	308	7	545	140	9,088
	0	8,603	1	19	28	331	0	256	175	9,413
July										
August										
September										
October										
November										
December										
TOTAL	5	11,966	24	120	310	3,836	155	1,604	1,568	19,510

* The numbers in the second row indicate services provided in the year 2017

Supervisor
Laura J. Morask
Clerk
Peter Gialamas
Assessor
Susan Moylan Krey
Highway Commissioner
Walter Kazmierczak
Trustees
Kimberly Jones
David A. Carrabotta, Esq.
Claire R. McKenzie
Susan Kelly Sweeney
General Offices
1700 Ballard Road
Park Ridge, Illinois 60068
847-297-2510
847-297-1335 Fax
Highway Department
1401 Redeker Road
Des Plaines, Illinois 60016
847-297-5225
847-297-8723 Fax

**MAINE TOWNSHIP EMERGENCY FOOD PANTRY
MONTHLY STATISTICAL REPORT**

**To: Laura Morask
Maine Township Supervisor**

**From: Carol Langan
Director – Food Pantry**

Re: Report of Services Rendered during the Month of June 2018

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed		128
1. Adults Receiving	<u>185</u>	
2. Children Receiving	<u>20</u>	
b. Emergency Family Boxes of Food Distributed		<u>4</u>
1. Adults Receiving	<u>7</u>	
2. Children Receiving	<u>8</u>	
		<u>TOTAL 132 Boxes</u>

II. Cash Donations and Amounts Received

Resident Donations	\$40.00
Business Donations	\$2500.00

Total \$2672.00

III. Food Collections Received during Calendar Month

Park Ridge Chamber of Commerce

IV. Special Notations or Contacts

Attended Crop Walk planning Meeting For 2018 Crop Walk

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 7/17/2018

Started off this month receiving numerous phone calls from residents, ranging from overgrown vegetation, dead trees, parking issues, to garbage issues. I've working closely with the residents to satisfy their needs and come to a resolution. It's been a busy month with finding residents trying to achieve construction projects without obtaining work permits, six totals. I have worked with the highway department to clear streets for tree pruning, issued eleven citations for no parking construction zone. I am working on row housing at Robin Drive, getting residents to clean up the neighborhood, cutting grass, throwing away old items, tires, furniture etc. that's just laying everywhere. In the future, I would like to implement a cleanup project east of Robin Dr. especially in the rear alley where it is much needed.

I would also like to mention the cleanup job that took place on Sumac. This felt like a huge success, having the two dumpsters dropped off at Sumac Road. With many residents and volunteers, it made a much-needed cleanup effort, picking up furniture, garbage, toys, and building material. Mike Samaan and along with other volunteers performed a valiant job overseeing the project, kudos guys. To wrap up this month, I have ticketed a few commercial vehicles parking on the right of way, which seems to help. And staying on top no parking tow zone streets.

July warnings issued: 47

July tickets issued: 57

MAINSTREAMERS HIGHLIGHTS

JUNE 2018

Marie Dachniwsky, Director

FEATURED PROGRAMS OF THE MONTH - Leslie Goddard Portrayed Louisa May Alcott-

On June 8th we featured the 150th Anniversary of the book Little Women. We celebrated this event with a wonderful living portrayal by Leslie Goddard. 66 Mainstreamers joined us for an early morning informative breakfast at Club Casa, where our members got to enjoy breakfast, socialization and were presented a wonderful program.

HEALTH PROGRAM - In June we featured a Free Health Program on "Strokes" which was Sponsored by Saint Andrew Living Community. This program covered the warning signs, ways to decrease your risk, and what to expect after a stroke. 32 members attended.

SUMMER LUNCHEON - On June 13th 126 members and guests joined us at our Summer Luncheon at Chateau Ritz. This luncheon featured The Royale Polynesian Revue. The dancers took our members on a journey across the South Pacific to Hawaii, Samoa, Fiji, Tahiti and New Zealand. Members also had the opportunity to participate in Bingo games. Blood pressure screenings were offered by Presence Healthcare. The luncheon was sponsored by Mather Lifeways, Bella Terra, Glen Bridge and Visiting Angels.

DAY TRIPS - In the month of June we had four day trips that included "The Shrine of Christ Trip" in St. John, Indiana, the Chicago White Sox Game vs Cleveland Indians, a musical "A Second Helping" at Fort Atkinson, WI and The Boats Galore Trip at Navy Pier.

RULES OF THE ROAD CLASS - On June 14th we held our 2-hour Rules of The Road Class which was taught by the Secretary of State. 33 Township Residents, as well as members were able to participate in this review course which is designed to give drivers the knowledge and confidence they need to renew or obtain their driver's license. This review course combines an explanation of the driving exam with a practice, written exam.

TWILIGHT DINING PROGRAM - On June 18th we hosted our Twilight dining program at Sun Rise Grill, in Des Plaines. The Restaurant closed its doors to the general public for this special Twilight event and the MaineStreamers were able to have a private dining experience. 50 MaineStreamers met at the restaurant and enjoyed a meal together from a preselected menu.

MAINSTREAMERS 2018-2019 STATISTICAL REPORT - JUNE

RECREATIONAL PROGRAMS	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
Bingo (Monthly)	n/a	100	\$0.00	\$31.70	(\$31.70)
Day at the Races (Monthly)	45	170	\$264.00	\$212.49	\$51.51
Movie of the Month (Monthly)	36	180	\$70.00	\$0.00	\$70.00
Pinochle Tournament/Social	n/a	77			\$0.00
Women's/Mens Breakfast (Alternating Months)	17	65	\$204.00	\$236.58	(\$32.58)
Twilight Dining Outing. (Alternating Months)	47	111	\$1,538.00	\$1,359.00	\$179.00
Fishing Events/Banquet (6 Times a Year)	6	25	\$120.00	\$109.96	\$10.04
Intergenerational Fishing Outing (Twice a Year)	n/a				
Book Review (3-Times a Year)	n/a				
HEALTH/INFORMATIVE	32	368	\$0.00	\$0.00	\$0.00
FITNESS CLASSES					
Senior Aerobics (8 week sessions)	n/a	51			\$0.00
Yoga (8 Week Sessions)	n/a	31			\$0.00
Zumba Gold (8 Week Sessions)	n/a	32			\$0.00
Zumba Gold Toning (8 week Sessions)	n/a	12			\$0.00
Chair Yoga (8 Week Sessions)	14	14	\$560.00	\$400.00	\$160.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)	n/a	20			
Matter of Balance (8 Week Class- Bi- Yearly)	n/a	13			
Rules of the Road (3- Times a Year)	32	70			
Defensive Driving Course (Held Quarterly)	n/a	19			
LUNCHEONS	147	288	\$3,820.00	\$3,921.00	(\$101.00)
ANNUAL SPECIAL EVENTS					
MISCELLANEOUS EVENTS					
Louise May Alcott - Little Women	66	138	\$1,715.00	\$1,568.20	\$146.80
DAY TRIPS	193	817	\$15,984.00	\$14,890.24	\$1,093.76
LONG DISTANCE TRIPS	10	74	\$1,699.20	\$0.00	\$1,699.20
SENIOR MAILING (Monthly)	26	116	\$0.00	\$45.60	(\$45.60)
NEWCOMERS PRESENTATION (Alternating months)	14	15	\$0.00	\$24.00	(\$24.00)
ADVISORY COUNCIL MEETING (Held Quarterly)					
TOTAL	685	2806	\$25,974.20	\$22,798.77	\$3,175.43
NEW MEMBERS	24	145	Average Age	64	



Office of Emergency Management
Dagmar Rutzen, Director
July 2018

OEM has been busy in the past months. We encountered flooded streets and a flooded parking lot twice near the end of June. Once the street drains were cleared, we were able to clear the drains in the parking lot and the water receded.

We also had a sink hole near the entrance of Town Hall. IDOT and Com Ed were contacted to take care of this matter. Our highway department provided barricades to block off the area for safety reasons.

Every year residents wait until the very last minute to buy their Cook County vehicle stickers. OEM provided traffic control in the parking lot at Town hall during some of the hottest weather days we have had this year. We had a long line of people waiting to purchase their stickers way before the doors opened and throughout each day.

On July 3rd OEM had their annual picnic and fireworks watching in the parking lot at Town Hall. We had a beautiful night for our gathering.

On July 4th we participated in the Niles and the Des Plaines parade. Those are always fun. Since the kids always look forward to the candy, we provided some treats for our four legged friends.

Below is an e-mail we received from Illinois Heart and Rescue after we submitted our report for doing the Hands-on-Only CPR at community events.

CONGRATULATIONS on a job so very well done! Wow! What an amazing team and I loved hearing about how an entire training was done in Hindi!! Imagine how many lives you have touched that may have been lost because no one went the extra mile to do the training in another language.

I am so very thrilled with your tremendous impact and please let me know what ILHR can do to further support your endeavors.

Kindly,
Teri

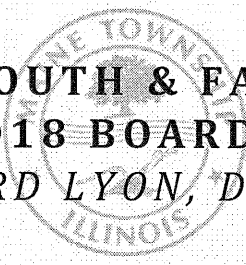
Teri Campbell RN, BSN, CEN, CFRN
Director
Illinois Heart Rescue

Hot weather was with us during the Taste of Park Ridge this year. We were very busy providing safe passage for pedestrians and vehicles crossing the railroad tracks for 100 trains during the three day event. This event provided us again with an excellent opportunity to provide education and screenings to residents of Maine Township and Park Ridge. We expanded the education of the Hands Only CPR by including the identification of a stroke using the FAST method. We provided this training for 217 people. Some did it last year, but wanted a refresher. This shows the importance of this training. Free blood pressure readings were given to 258 people. Maine Township received many compliments for providing these services besides disseminating preparedness materials.

OEM clocked over 200 volunteer hours during the Taste of Park Ridge. I am so proud of our volunteers.

We will be participating in National Night Out Against Crime at Dee Park on August 7th and the Annual Garage Sale on Sept. 29th.

Respectfully submitted,
Dagmar Rutzen



MAINESTAY YOUTH & FAMILY SERVICES
JULY 2018 BOARD REPORT
RICHARD LYON, DIRECTOR

AGENCY FUNDING

The 2019-2020 agency funding applications will be available August 1. The completion deadline is August 31. Funding hearings will be scheduled for September and October. Kristina is in the process of scheduling annual site visits of all currently funded social service agencies and is doing an outstanding job of quickly adjusting to and learning her new role as Agency and Program Coordinator. She is a welcome addition to our team!

PSYCHIATRIC SERVICES

We are currently working with a total of 109 active psychiatric clients and have now reached our current maximum capacity in this partnership program that was originally launched in July 2016. We are directing new psychiatric clients who call to contact The Josselyn Center in Northfield to arrange to be seen at their location and are offering to have them transfer to our location should space become available in the future. We are making good progress on transitioning all active psychiatric client records to Josselyn's electronic system.

COUNSELING

MaineStay had 15 new counseling intakes in June. We had 109 ongoing cases and now have a total of 124 cases in our affordable strength-based counseling program. Our waiting list has grown to 30 clients with an approximate waiting time of 8 weeks for an initial counseling appointment.

GARAGE SALE

The 14th annual Maine Township Garage Sale fundraiser will be held on Saturday, September 29 from 9 am – 3 pm. This popular township event provides a valuable service to the community and raises money to support MaineStay's summer camp program and the Maine Township food pantry. We are currently in the process of soliciting sponsorships and donations for this event.

FUTURE LEADERS PEER MENTORING PROGRAM EXPANDS TO THREE LOCATIONS

Future Leaders is an innovative program created by MaineStay that provides the opportunity for younger students to benefit from positive peer mentoring relationships with older high school students. Interaction is facilitated by recreational activities and time for constructive interaction, conversation, and emotional support. Program goals include building confidence, increasing self-esteem, increasing fitness, enhancing social skills, and learning what it means to be good citizens and community members. The program currently meets at the Des Plaines Leisure Center on the 2nd and 4th Thursdays of each month during the school year.

Several months ago, we were approached by the leadership of Lincoln Middle School in District 64 and South Elementary School in District 62 about replicating the Future Leaders program in their schools. They were searching for additional ways to support their students and had heard positive feedback about our program. After coming to observe a session in person, both schools were eager to partner with us to reach their at-risk student population with this fantastic program. Both Lincoln and South schools applied for grants to fund the program and received confirmation last month that they had received \$3,500 and \$2,500, respectively, to provide this program to their students. The schools will be responsible to cover all program costs, and each school plans to host the program twice a month, likely starting in September, with Anne coordinating the programs with the assistance of another staff member, which they will provide.

Both Anne and I are thrilled about these two partnership opportunities that will allow us to triple our impact and reach more youth in need without spending any additional funds. I am so proud of the work Anne has put into running and improving this program and how it has now grown to be recognized as a model mentoring program. Both Lincoln and South schools have demonstrated enthusiastic commitment to the wellbeing and development of their students and we look forward to working closely with them in the coming months as we plan the many details needed to successfully implement these programs.

FEATURED STORY OF THE MONTH

Prior to leaving for one of our summer camp field trips, we facilitated some morning teambuilding activities around the theme of being respectful of and protecting others. After the conclusion of the activities, we processed participant reactions to the exercises and how they could apply this knowledge to their own lives. Several students shared examples of how they had encountered bullying and how they spoke up against it instead of remaining silent. This led to a good discussion of how important it is to be mindful of the needs of others instead of selfishly focusing on our own needs. I was impressed by the depth of discussion and the level of understanding some students demonstrated about this critical concept. Hopefully that experience and discussion will have a lasting impact on the decision-making process of all camp participants when they encounter similar challenging situations in the future.

CLINICAL GOVERNMENT DAY

We hosted 34 students from Maine West and Maine South High Schools on June 8 who were able to learn more about local government services and how we work to support the work of local non-profit organizations in our community. After the morning presentation the students went on site visits to Avenues to Independence and Northwest Suburban Day Care Center to observe the good work they do firsthand.

SUMMER CAMP

The second session of our Adventure Maine Township Summer Camp program for at-risk youth ages 8-13 will conclude on July 19. We have had several students who presented with behavioral issues and challenging family situations, but Anne and Anna have done great work with setting appropriate limits while being inclusive, supportive, and nurturing with all participants. It has been great to see the students respond positively to the camp experience and develop some close relationships with positive adult role models and other participants.

COMMUNITY EDUCATION SEMINARS/PROFESSIONAL DEVELOPMENT WORKSHOPS

We do not host any events in July and our next community education seminar will be on August 21.

MAINESTAY E-NEWSLETTER

As a way to share news about MaineStay services with our community, we have sent out a periodic e-newsletter for the past 9 years. We now have over 3,400 subscribers.

COMMUNITY INVOLVEMENT

During June, I attended the Opioid Advisory Group meeting and had a representative from The Bridge Youth & Family Services crisis team share more with our clinical team about their services. Anna and I met with The Josselyn Center Director of Clinical Services for our monthly meeting regarding our psychiatric services partnership. Anne and I met with Kristin Jares, South Elementary School principal, to begin specific planning steps for the fall implementation of our Future Leaders mentoring program at their school.



Board Report for June 2018

Marty Cook

Friday Night Recovery Meeting Attendance:

- We continue to see strong support for our meeting via community based treatment referrals

June 22nd, 2018	47 Participants
June 29th, 2018	38 Participants
July 6th, 2018	43 Participants
July 13th, 2018	40 Participants

Monday Night Community Service, Holy Family Hospital:

- Eight (8) Recovery Connection volunteers spoke with 21 young adult patients in treatment at Holy Family Hospital.

Community Outreach:

- MTRC staff spoke with four (4) community parents and advised on our program as well as possible recovery outlets for their children.
- MTRC staff, in partnership with Mainstay, the Park Ridge Police Department, and MYCAF continued to meet over the past month in order to develop its very own Opioid Epidemic Advisory Council.
- MTRC staff, hosted Tim O'Malley, a recovery specialist and Second City Teacher to help our program participants learn public speaking skills as well as story telling abilities as they relate to their recovery saga.

MTRC continues to see strong attendance at its Friday night pre-meeting therapeutic Yoga:

June 22nd, 2018	8 Participants
June 29th, 2018	7 Participants
July 6th, 2018	10 Participants
July 13th, 2018	6 Participants

The Recovery Connection implemented new programming for its meeting participants, a Crossfit class that meets every Saturday morning in Park Ridge.

June 23rd, 2018	13 Participants
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June 30th, 2018	10 Participants
July 7th, 2018	13 Participants
July 14th, 2018	15 Participants

MTRC, in partnership with Maryville Academy, has begun to re-offer its program participants golf lessons at Maryville's campus in Des Plaines taught by Maryville staff member and PGA Pro Juan Esso:

June 20th, 2018	11 Participants
June 27th, 2018	11 Participants
July 4th, 2018	6 Participants
July 11th, 2018	11 Participants

Miscellaneous:

- The MTRC phone list which serves as a resource to young emen and women within the recovery community has grown to 325.
- The MTRC weekly email email which breifs our participants on our weekly meeting as well as provides information on other sober related events within the community is now sent to 339 members.

MAINE TOWNSHIP GENERAL ASSISTANCE

LAURA J. MORASK
TOWNSHIP SUPERVISOR

1700 BALLARD ROAD
PARK RIDGE, ILLINOIS 60068-1006
(847) 297-2510 FAX (847) 297-5914

MARSHA S. WARNICK
DIRECTOR OF GENERAL ASSISTANCE

GENERAL ASSISTANCE STATISTICS JUNE, 2018

GENERAL ASSISTANCE PROGRAM:

The General Assistance Department's caseload for the month of June, 2018 was thirty-six (36) cases. Total number of individuals receiving benefits are forty (40) persons.

Approximately 50% of the Maine Township General Assistance Clients are pending Social Security Disability Benefits. This process could take two to three years depending on the severity of each case. Our department encourages the clients to follow the advice of their medical doctors, mental health therapist and/or psychiatrists.

SENIOR AND DISABILITY INFORMATION AND ASSISTANCE:

The CEDA LIHEAP program funding year began June 2, 2018. Our staff is in the process of receiving training on the programs. For instance, our Weatherization program in which a resident may qualify to apply for furnace and or central air conditioning repair as well as additional insulation for the home or apartment once every 10 years. The goal of the program is to improve the energy efficiency by reducing energy usage by 20%.

The PIPP (PERCENTAGE PAYMENT PLAN) PROGRAM began July 2nd. This program is a little different then the traditional LIHEAP program. If a resident agrees to enroll in the PIPP program then they are also agreeing to pay a minimum obligation of 6% of the household's income towards the utility bills. This is in lieu of receiving the lump sum payment provided when registering for the traditional LIHEAP program. The resident can not enroll in both programs only one. When choosing PIPP the Maine Township resident is making a 12-month commitment. At the end of this time period, the household's income is re-evaluated along with the utility usages. Depending on the weather conditions of the past year the monthly financial obligations may change.

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DIRECTOR OF GENERAL ASSISTANCE

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BENEFIT ACCESS PROGRAM:

The General Assistance Department continues to process the State of Illinois Benefit Access Program applications through individual inquires and with resident referrals from the Clerk and Assessor departments. This state program provides specific benefits. They include the ability to pay a reduced fee of approximately \$24.00 for the vehicle license plate renewal stickers, savings our residents \$77.00, as the total fee is \$101.00. Maine Township residents may also apply for the reduced or free bus pass depending upon the household's income from the previous calendar year.

Other state/federal programs processed through our department include:

- QMB (Application for Payment of Medicare Premiums, Deductibles and Coinsurance).
- Medicare D -Special Help Program through the Social Security Administration.
- Free Telephone Assistance Program

MAINELINES:

MaineLines is one of the townships transportation programs. This is a 24-hour, Door – to – Door taxicab voucher program for low-income or disabled residents. Our Township subsidizes the cost of taxicab transportation. Residents who meet the financial guidelines may go anywhere providing the trip BEGINS or ENDS in Maine Township. To purchase a \$5.00 taxi cab voucher, a resident only pays \$1.00. Only one voucher may be used per tax ride.

We continue to offer a special discount to our MaineLines riders. For every 5 ticket vouchers purchased, the township will provide a free voucher worth a \$5.00 credit towards the charge of the taxi cab ride. All ticket vouchers purchased are final sales.

Financial guidelines used for this program are the same as those used for the Benefit Access Program. Thus, in order to qualify a family's annual income may not exceed the following:

Household of one (1)	\$27,610
Household of two (2)	\$36,635
Household of three (3)	\$45,657

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PUBLIC AID ADVOCACY:

The General Assistance Department continues to assist our community with Medicaid (public aid) applications for benefits, which include SNAP (Food Stamps), MANG (Medical Assistance No Grant), and CASH benefits. Many of the Maine Township residents who receive these benefits are the Aged and often unable to travel to the local Public Aid Office. They need the additional advocacy that this office provides

Two Illinois Department of Human Services (public aid) offices have been established to assist our residents. They are:

- NORTHERN DISTRICT OFFICE – 8100 N. Lincoln Avenue, Skokie, Ill 60076 located at the north-east corner of Oakton and Lincoln. They serve the Maine Township residents that reside EAST of I-94.
- NORTH SUBURBAN DISTRICT OFFICE – located at 3501 Algonquin Road, 4th floor, Rolling Meadows, Il 60008; serves the Maine Township resident population WEST of I-94.

ACCESS TO CARE:

The General Assistance Department also acts as an intake site for this low-income and limited medical program. Access to Care's financial guidelines are at 300% of the federal poverty standards currently being used. This program only assists those residents who ARE NOT eligible for Medicare or Medicaid.

The program provides physician services at reduced fees. If needed it also provides access to lab testing, x-rays and prescriptions at reduced costs.

We were recently informed that they have also added a new pilot program offered to Access to Care clients assisting with BEHAVIORAL HEALTH SERVICE for the most common of life's challenges, such as depression, anxiety, adjustment issues, marital/relationship issues, parent-child issues, anger management, financial issues, trauma, along with several other struggles.

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Access to Care, under the Affordable Care Act may also be used by families with HIGH DEDUCTIBLES or NEW IMMIGRANTS THAT HAVE NOT meet the 5-year status requirement needed to apply for the Medicaid program.

All General Assistance clients are also required to apply for the extended Medicaid Program. The financial guidelines utilized for the Access to Care Program are the same as those currently being used by the Maine Township Food Pantry, and the Reilly-Bialczak Scholarship programs.

COAST2COAST RX:

This program continues to provide enormous savings to our residents. Maine Township received a monthly royalty payment that totaled \$367.00. Monetary savings this month to our residents totaled 65.85% of the retail costs. These savings were passed down to the Maine Township residents who utilized the program.

HUMAN INTEREST STORY

Recently a Maine Township couple came into the office to apply for General Assistance Benefits. The husband had been unemployed for almost a year to care for his spouse. The spouse is receiving Social Security Disability and a small pension, but they could not manage to meet the basic needs that included rent, food, transportation and personal essentials. They wished to apply for Maine Township General Assistance benefits. Because of their income and assets, they did not qualify for financial assistance.

During the interview we were able to inform and assist this couple regarding other state programs that would save them money. For instance, the spouse currently pays \$134.00 monthly for Medicare B coverage. She should qualify for the state QMB (Qualified Medical Beneficiary) program in which public aid would pay the Medicare B amount instead.

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MARSHA S. WARNICK
DIRECTOR OF GENERAL ASSISTANCE

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The General Assistance Department has also assisted the couple in applying for additional monthly assistance through the Illinois Department of Human Services- Division of Rehabilitation Services. This program works with disabled low-income families, in which they may qualify for in - home care so that the remaining spouse may return to work.

MEETINGS/TRAININGS, WORKSHOPS AND/PROGRAMS ATTENDED BY THE GENERAL ASSISTANCE STAFF:

- Social Security Income Transfer Asset Penalty Webinar sponsored by "Justice in Aging"
- Make Medicare Work Coalition Webinar regarding Medicare/Medicaid Alignment Initiative
- CQC Meeting sponsored by the Illinois Department of Human Services



Marsha Warnick
Director of General Assistance

**STATISTICAL REPORT
GENERAL ASSISTANCE DEPARTMENT**

June 2018
(month and year)

I. GENERAL ASSISTANCE CASES

1. CASES OPENED	<u>4</u>
2. CASES ONGOING	<u>32</u>
3. CASES PENDING	<u>10</u>
4. CASES CLOSED	<u>2</u>
5. TOTAL ACTIVE CASES	<u>36</u>
6. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	<u>40</u>

II. GENERAL ASSISTANCE CASE CLIENTS (RESIDENTS) ARE GENERATED FROM THE FOLLOWING AREAS:

1. CITY OF DES PLAINES	<u>14</u>
2. CITY OF PARK RIDGE	<u>7</u>
3. VILLAGE OF GLENVIEW	<u>0</u>
4. VILLAGE OF NILES	<u>1</u>
5. VILLAGE OF MORTON GROVE	<u>0</u>
6. VILLAGE OF ROSEMONT	<u>1</u>
7. UNINCORPORATED AREA	<u>13</u>

III. GENERAL ASSISTANCE ACTIVE CASES FOR THIS MONTH MAY BE CATEGORIZED IN THE FOLLOWING MANNER:

1. ABLE TO WORK (this includes client cases temporarily disabled over 60 years or caregiver status)	<u>18</u>
2. EMERGENCY GENERAL ASSISTANCE /TO INCLUDE GA CLIENTS AWAITING TANF (Temporary Aid to Needy Families)	<u>0</u>
3. PENDING SOCIAL SECURITY DISABILITY (SSI/SSDI CLAIMS)	<u>13</u>
4. EMERGENCY RENT ASSISTANCE	<u>5</u>

IV. PRESENTING PROBLEM AT INTAKE (NEW CASES):

1. LOSS OF EMPLOYMENT	<u>4</u>
2. DIVORCE, SEPARATION OR DEATH OF WAGE EARNER	<u>0</u>
3. NON-RECEIPT OF SUPPORT FROM RESPONSIBLE ADULT	<u>0</u>
4. LOSS OF BENEFITS FROM OTHER WELFARE PROGRAMS:	<u>0</u>
5. TRANSFERRED INTO THE AREA FROM ANOTHER TOWNSHIP	<u>0</u>
6. EMERGENCY, CRISIS ASSISTANCE (one time only)	<u>0</u>
7. OTHER (EXPLAIN)	<u>0</u>

STATISTICAL REPORT

G. A. DEPT.

V. REASON FOR GENERAL ASSISTANCE CASE CANCELLATION:

1. OBTAINED OR RETURNED TO FORMER EMPLOYMENT	<u>1</u>
2. RETURN OF WAGE EARNER TO THE HOME	<u>0</u>
3. RECEIPT OF SUPPORT FROM RESPONSIBLE RELATIVE	<u>0</u>
4. RECEIPT OF BENEFITS FROM OTHER WELFARE PROGRAMS	<u>0</u>
5. MOVED OUT OF MAINE TOWNSHIP	<u>0</u>
6. NO FURTHER CONTACT FROM RESIDENT SEEKING ASSISTANCE	<u>1</u>
7. NON-COOPERATION WITH AGENCY POLICY	<u>0</u>
8. EMERGENCY ASSISTANCE	<u>0</u>

VI. MAINE TOWNSHIP FOOD PANTRY DISTRIBUTION:

1. FAMILY BOXES OF FOOD DISTRIBUTED THIS MONTH	<u>132</u>
A. ADULTS RECEIVING ASSISTANCE THIS MONTH	<u>192</u>
B. CHILDREN RECEIVING ASSISTANCE THIS MONTH	<u>28</u>

VII. ADVOCACY:

1. QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM	<u>7</u>
2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE MANG, SNAP, TANF, AABD)	<u>115</u>
3. NURSING HOME PLACEMENT PROGRAM	<u>0</u>
4. COMMUNITY RESOURCE ADVOCACY REFERRALS	<u>6</u>
5. REILLY-BIALCZAK SCHOLARSHIP INTERVIEWS	<u>9</u>

VIII. SUBURAN PRIMARY ACCESS TO CARE INTAKE:

1. MONTHLY INTERVIEWS/APPLICATIONS FILED	<u>9</u>
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IX. SENIOR INFORMATION AND ASSISTANCE:

1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>17</u>
2. SOCIAL SECURITY AGED (SSA), SOCIAL SECURITY DISABILITY AND SUPPLEMENTAL INSURANCE (SSDI, SSI)	<u>18</u>
3. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	<u>93</u>
4. FREE TELEPHONE /BILL REDUCTION APPLICATION INTERVIEWS	<u>7</u>
5. VETERANS ADMIN. ASSIST REFERRAL	<u>0</u>
6. SECTION 8 HOUSING	<u>0</u>

X.	<u>IMMIGRATION ASSISTANCE/REFERRALS AND ADVOCACY</u>	<u>11</u>
XI.	<u>CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE</u> <u>APPLICATION INTERVIEWS</u> (which include Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization).	<u>11</u>
XII.	<u>MAINELINES</u> <u>(MAINE TOWNSHIP TAXI CAB VOUCHER) PROGRAM</u>	
	1. NEW APPLICATIONS ACCEPTED THIS MONTH	<u>1</u>
	2. MAINELINES VOUCHER TICKETS SOLD THIS MONTH (\$1 PER VOUCHER OR 6 VOUCHERS FOR \$5)	<u>130</u>
	3. MONIES COLLECTED YEAR TO DATE (FISCAL YEAR 3/1 – 2/19).	<u>434</u>

MAINE TOWNSHIP GENERAL ASSISTANCE MONTHLY STATISTICS

MONTH	PENDING	NEW	ONGOING	ACTIVE CASES	CLOSED	EA CASES	OFFICE INTERVIEWS	FOOD PANTRY CLIENT/FAMILY VISITS	TOTAL *NUMBER OF OFFICE INTERVIEWS/ CLIENT VISITS
		(A)	(B)	A+B			(C)	(D)	C+D
2017-2018									
MARCH'17	4	2	33	35	2	2	325	220	545
APRIL'17	3	2	31	33	3	1	304	191	495
MAY'17	1	5	31	36	3	2	298	159	457
JUNE'17	3	1	31	32	3	1	285	147	432
JULY'17	0	2	30	32	3	3	235	152	387
AUG'17	4	1	30	31	3	3	292	156	448
SEPT,17	0	4	32	36	2	1	250	143	393
OCT'17	3	1	34	35	2	2	637	168	805
NOV'17	1	3	34	37	3	0	565	194	759
DEC'17	0	1	29	30	2	0	440	222	662
JAN'18	3	1	30	31	1	1	489	164	653
FEB'18	1	2	31	33	2	0	330	164	505
TOTAL	23	25	376	401	29	16	4450	2080	6541
2018-2019									
MARCH'18	7	1	33	34	1	6	295	181	476
APRIL'18	8	2	22	32	2	2	362	154	516
MAY'18	5	3	28	36	0	2	296	155	451
JUNE'18	10	4	32	36	2	5	305	132	437
JULY'18									
AUG'18									
SEPT,18									
OCT'18									
NOV'18									
DEC'18									
JAN'19									
FEB'19									
TOTAL	30	10	115	138	5	15	1258	622	1880

*Including Senior, Disabled & Veterans Advocacy Interviews, along with General Assistance interviews

**Includes Food Pantry Clients/Families

***Including client appointments for LIHEAP (Low Income Home Energy Program)

**DISABILITY AND SENIOR ADVOCATE
 SENIOR AND DISABILITY INFORMATION SPECIALIST
 MONTHLY STATISTICAL REPORT**

TO: Marsha Warnick, Director of General Assistance
FROM: John Ulrey, Senior and Disability Information Specialist
 Karen Cohen, Disability and Senior Advocate

RE: Report of Services Rendered During the Month of June, 2018.

<u>CLIENT INTERVIEWS (MONTHLY TOTALS)</u>	<u>88</u>
A. ACCESS TO CARE APPLICATION INTERVIEWS	<u>2</u>
B. BENEFIT ACCESS APPLICATION INTERVIEWS	<u>86</u>
C. CEDA/ LIHEAP Energy Assistance Application interviews (which include PIPP, DVP, Hardship, Share the Warmth, RA [Reconnect Assistance], Furnace, and Weatherization.	<u>11</u>
D. IMMIGRATION ASSISTANCE/ REFERRALS and ADVOCACY	<u>0</u>
E. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>17</u>
(1) SOCIAL SECURITY AGED (SSA)	<u>10</u>
(2) SOCIAL SECURITY DISABILITY AND SUPPLEMENTAL INSURANCE (SSDI, SSI)	<u>5</u>
F. FREE PHONE APP/BILL REDUCTION APPLICATION INTERVIEWS	<u>7</u>
G. VETERANS ADMIN. ASSIST. REFERRAL	<u>1</u>
H. ADVOCACY	
(1) QMB, SLIB, SPECIAL HELP	<u>7</u>
(2) GENERAL PUBLIC AID TO INCLUDE MANG, SNAP, TANF, AABD)	<u>101</u>
(3) NURSING HOME PLACEMENT	<u>0</u>
(4) COMMUNITY ADVOCACY REFERRALS	<u>45</u>
i. MAINELINES	
(1). NEW APPLICATIONS ACCEPTED	<u>1</u>
(2). MONTHLY INTERVIEWS	<u>5</u>
(3). MAINELINES TICKETS SOLD THIS MONTH	<u>130</u>
(4). TOTAL MONIES COLLECTED FOR TICKETS SOLD YEAR TO DATE	
(FISCAL YEAR MARCH 1 ST - FEBRUARY 28 TH).	<u>434</u>



COMMERCIAL ESTIMATE
 Chicago Home Repair No. 2294799 / Contractor License No. JGC079481
 5650 Meadowbrook, Rolling Meadows, IL 60008
 Chicago, Lansing, Oak Lawn, Des Plaines, Hinsdale, Libertyville,
 Rockford, Joliet, McHenry, Aurora, Highland IN.



(800) 323-3628 Warranty Dept. (847) 303-6688 Fax (847) 303-5811

Date 6 / 11 / 18

CN	SO	ID	WD	#	FM/SC: / /	AN 0681649
Customer Information				Site Address		
Name <u>Maine Township Town Hall</u>				Name _____		
Street <u>1700 Ballard Road</u>				Street _____		
City <u>Park Ridge</u>		St <u>IL</u>	Zip <u>60068</u>	City _____		Zip _____
Contact <u>Of (847) 297-2510</u>				Contact _____		
M <u>(847) 652-8777</u>						

Foundation Type	Depths	Interior	Exterior
<input checked="" type="checkbox"/> Paired Concrete <input type="checkbox"/> Concrete Block <input type="checkbox"/>	Foundation <u>10</u> ft. Problem (X) <u>5</u> ft.	Finished _____ Unfinished <input checked="" type="checkbox"/> Partial _____	Concrete _____ Asphalt _____
Items Included			
Qty: <u>4</u>	Code: <u>20325</u>	Ref: <u>1</u>	<p>CUSTOMER UNDERSTANDS SEALING WALL AND PIPE FROM OUTSIDE DOES NOT PREVENT WATER FROM COMING INTO BUILDING FROM INSIDE THE PIPE. AND THAT PART OF THE AIR CONDITIONING PLATFORM NEEDS TO BE CUT FOR EXCAVATION AND WILL NOT BE REPLACED.</p>
Exterior Subsoil Membrane - 5 ft depth of problem			
Qty: <u>4</u>	Code: <u>21700</u>	Ref: <u>2</u>	
Concrete Removal (saw-cut -or- break-out)			
Qty: _____	Code: _____	Ref: _____	
Qty: _____	Code: _____	Ref: _____	
Qty: _____	Code: _____	Ref: _____	<p>MAINE TOWNSHIP RESPONSIBILITIES:</p> <ul style="list-style-type: none"> - TURN OFF POWER FROM TRANSFORMER TO MAIN SHUTOFF BEFORE WORK BEGINS - INSPECT ELECTRICAL CONDUIT INTO BUILDING WHILE AREA IS EXCAVATED TO SEE IF PIPE IS RUSTED OR DAMAGED - BE AVAILABLE TO ALLOW CREW ACCESS TO THE BUILDING AND ELECTRICAL ROOM IF NECESSARY
Qty: _____	Code: _____	Ref: _____	
Qty: _____	Code: _____	Ref: _____	
Qty: _____	Code: _____	Ref: _____	

U.S. WATERPROOFING (USW) WARRANTIES ALL AREAS SUBJECT TO GENERAL CONDITIONS (ON LAST PAGE) AS FOLLOWS:

Exterior Waterproofing System Ten Year Warranty against water penetration through waterproofed area(s), regardless of ownership. This solution is meant to remedy a specific problem / area. Customer understands other problems may exist in areas where our membrane was not applied, which includes, but is not limited to, above grade water infiltration. In the event seepage persists customer must expose the inside foundation wall(s) at their expense. USW not responsible for finished landscaping. All work to be done weather permitting.

WARRANTY TERMS

THIS IS A MUTUALLY AGREED UPON CONTRACT. OUR ESTIMATE IS FREE AND IS BASED IN PART ON THE CUSTOMER'S INPUT. IT IS POSSIBLE THERE MAY BE ADDITIONAL PROBLEMS THAT ARE NOT INCLUDED IN THIS CONTRACT. FOR THE TERM OF THE WARRANTY, U.S. WATERPROOFING WILL PROVIDE SERVICE ON WARRANTED AREAS AT NO CHARGE. CUSTOMER ACKNOWLEDGES RECEIPT OF AND ACCEPTS GENERAL CONDITIONS AND WARRANTIES. CURRENT COPY CAN BE FOUND @ WWW.SEEPAGE.COM/GENERALCONDITIONS/C.CON-111-0616D HTC

This document and any attachments shall become a binding contract upon written acceptance of U.S. Waterproofing & Construction Co., and is not subject to cancellation after the rescission period by either party except with the express consent of the other party. This contract contains the full agreement between the parties and no representations made by any agent shall be binding unless specifically incorporated herein. No action may be maintained against USW for an amount greater than the amount paid to USW under this agreement. If this contract is referred to an attorney for collection, the customer shall pay, in addition to the balance due on this contract, reasonable attorney's fees and costs incurred by USW in collecting on your account. All warranties are invalid until such time as the contract amount is paid in full.

TOTAL AMOUNT OF ORDER All Discounts Applied \$ 3466.00
 LESS DEPOSIT Choose a Payment Type \$ 867.00 (DEPOSIT)
 BALANCE - DUE UPON COMPLETION _____ Customer authorizes progress payment and balance to be applied to credit card \$ 2599.00

YOU, THE CONSUMER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE ATTACHED NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT.

Customer _____ Date _____ / _____ / _____ Advisor Mike Likvan

General Conditions

Chicago Home Repair No. 2204799 / Contractor License No. TGC070481

1. The system described on the front of this contract is designed to address a specific problem. It is possible there are additional problems that are not included in our contract / scope of work. Problems outside the area where our system is installed are not covered under the warranty.
2. While it is rare, in the event U.S. Waterproofing (USW) were to damage a water main, sewer line, electrical conduit, gas line or sprinkler pipe during our installation, we agree to make the repair(s) at no cost to the customer provided the system is in good working condition and the municipality does not require the system be upgraded or replaced which would be done at an additional charge. USW cannot be held responsible for damage to radiant heat lines beneath the concrete floor.
3. Our contract is based on the assumption that the building is built according to normal construction standards and that there has been no previous attempts at underpinning the foundation. It is also assumed that the bottom of the footing/wall is no greater than 18 inches below the basement/crawl space floor -or- more than 48 inches below a concrete slab on grade. In the event any unforeseen conditions should exist there may be an additional charge to complete our work.
4. USW is not responsible for personal injury, loss of work / income or damage to property caused by water seepage, flooding, excavation or unavoidable dust associated with our work.
5. USW has the right to make any changes in the work specifications, for any reason, in order to properly complete the job at no additional charge to the customer.
6. USW is not responsible for finished landscaping. Our responsibility shall be limited to rough grading; we can not guarantee the survival of grass, plantings, trees or shrubbery.
7. Should our system be modified by others in any way, the warranty shall become null and void.
8. If it is necessary for USW to work on a neighbor's property, it is assumed the customer has obtained permission and that it has been granted.
9. All work is to be done weather permitting.
10. Unless specified otherwise, our scope of work does not include removal or replacement of any interior obstructions (such as, but not limited to, drywall, paneling, carpeting, shelving, flooring, furnaces, boilers, water heaters, washers, dryers, sinks, toilets, vanities, tubs, showers, etc.) or exterior obstructions (such as, but not limited to, AC units, decks, trees, shrubbery, paving, stoops, porches, etc.).
11. In the event it is determined that a warranty repair is required and paving or other exterior obstructions (A/C unit, deck, etc.) have been added (or replaced) after our work was completed, if deemed necessary, it is the customer's responsibility to remove/replace at no cost to USW. USW will then perform the necessary repairs under the terms of the warranty. Failure to comply will invalidate the warranty.
12. USW's scope of work does not include any mold, asbestos, lead-based paint and radon gas mitigation or removal, rodent and bug / insect infestation and / or remediation. USW cannot be held responsible or liable for any mold, asbestos, lead-based paint or radon gas related claims.
13. If the city, village or local municipality requires additional work that is not covered under our scope of work on the contract, customer understands there may be additional charges.
14. USW reserves the right to cancel contract, restore jobsite and refund deposit if unknown factors (or conditions) are discovered during course of installation.
15. USW's warranty is limited to those things specified in the contract. Among other things, it does not cover against condensation, vapor transmission, excess humidity, above grade penetration of water, earthquakes, high winds, overland flooding or other acts of God. The warranty specifically excludes water coming from anywhere other than where waterproofing repairs were made and from sources beyond our control; i.e., power failure, unplugged sump pumps, frozen pipes, sewer back-up, etc.
16. The customer authorizes USW to photograph and/or video record customer's property and use such photographs and/or videos for internal documentation and limited promotional purposes. The customer hereby agrees to indemnify and hold USW harmless for said uses.
17. Customer authorizes USW to sign on their behalf for necessary permit applications
18. The customer agrees to allow USW to provide their name, address and phone number as a reference to "prospective customer(s)" without any compensation owed or due to customer for such use. The customer hereby agrees to indemnify and hold USW harmless for such use.
19. Paying by check authorizes USW to send the information from your check electronically to your bank for payment. Your account will be debited in the amount of your check and the transaction will appear on your bank statement. Your original check will be destroyed and you will not receive your cancelled check back.
20. If this contract is referred to an attorney for collection, the customer shall pay, in addition to the balance due on this Contract, reasonable attorney's fees and costs incurred by USW in collecting on your account. All warranties are invalid until such time as the contract amount is paid in full.

SPECIFIC TO WATERPROOFING

21. In the event seepage should persist in an area where we have applied our process, it may be necessary to perform a hose test by running water on grade to confirm that the seepage problem is below ground where we performed our services. If the interior walls and/or floor are finished or covered, at USW's request, it may be necessary for the customer to remove all obstructions (such as paneling, drywall, plaster, framing, carpeting, tile, shelving, carpentry, etc.) to the bare foundation wall, at the customer's expense, so the source of the problem can be identified.
22. Our Warranty does not cover against sand or iron bacteria clogging our Drain Tile System. Iron bacteria is a living organism found in certain soils and it is one of only two which can exist without sunlight. It is virtually impossible to detect its presence until its orange, sludge-like byproduct appears. If identified, the warranty will be limited to ten years with service calls ranging from \$200 to \$500 per visit, depending on the extent of the repair. Measures will be taken to minimize return service calls, such as adding clean-out ports so the system can be periodically flushed with liquid chlorine, which will kill the iron bacteria it comes in contact with and help limit future growth.
23. If seepage persists through the floor or cove joint (where floor and wall meet) in an area where a Drain Tile System has not been installed, it may be necessary to install a Drain Tile System at an additional charge.
24. Our system may be dependent on the operation of sump pump(s) and/or existing underground drainage system(s). We are not responsible for the operation of sump pump(s) or underground drainage system(s) not installed by USW, nor water once pumped out of the building. If additional pumping capacity is needed to keep up with the flow of water, customer is responsible for additional material and labor cost. Sump Pumps and accessories installed by USW are covered by the manufacturer's warranty. Customer is to provide an electrical outlet for their operation. We recommend installing a "dedicated" 110v electrical outlet to ensure proper operation of sump pump(s).
25. If our installation includes excavation and the application of a membrane, it is possible the wall(s) may be so eroded that they are unsuitable for the membrane application. Should that prove to be the case, it may be necessary to prepare the wall by replacing some masonry units and/or applying a layer of cement plaster (parging) at an additional cost. No additional work will be done without the customer's prior approval.
26. Seepage through below grade masonry walls is only covered in areas where an exterior subsoil membrane has been applied.
27. USW's warranty on waterproofing repairs does not cover against structural problems such as, but not limited to, settlement of footings / concrete slabs and inward / outward rotation of foundation walls unless a structural repair has been made by USW to correct such issues.

SPECIFIC TO FOUNDATION REPAIR

28. Foundation underpinning warranty does not cover against the foundation wall(s) rotating inward or outward. Settlement of the foundation/pling system can be determined using "benchmarks" which were installed as part of our installation.
29. When carbon fiber is installed to stabilize horizontal movement of the foundation wall a steel angle must be installed along the top of the foundation wall in order for our warranty to be in effect. The warranty for carbon fiber/wall bracing does not cover against vertical settlement of the wall/footing(s).
30. Foundation underpinning and carbon fiber/wall bracing warranties will be deemed null and void in the event owner fails to properly maintain guttering system, downspouts, downspout extensions (a minimum of 10 ft. from the building or underground to city sewer). It is also the responsibility of the property owner to maintain a positive pitch of the landscape grading in order to eliminate any ponding of water near the foundation. Our warranty does not cover against foundation settlement caused by sink holes and / or defective underground drainage, water and sewer systems.

Customer _____

CCON-109-0616D



U.S. Waterproofing & Construction Co.

Chicago Home Repair No. 2204799 / Contractor License No. TGC070481

General Offices: 5650 Meadowbrook, Rolling Meadows, IL 60008

Branches: Chicago, Lansing, Oak Lawn, Des Plaines, Hinsdale, Rockford, Joliet, Kankakee, Aurora, Highland IN, Kenosha WI

Estimates & General Info: (800) 323-3628 Service Dept.: (847) 303-6688 Fax: (847) 303-5811

NOTICE OF CANCELLATION

DATE OF TRANSACTION ____ / ____ / ____

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN 3 BUSINESS DAYS FROM THE ABOVE DATE.

IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU, AND ANY NEGOTIABLE INSTRUMENTS EXECUTED BY YOU UNDER THE CONTRACT OR TRANSACTION WILL BE RETURNED WITHIN 10 BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELED.

IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD A CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR TRANSACTION, OR YOU MAY IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK.

IF YOU MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN 20 DAYS OF THE DATE OF YOUR NOTICE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREE TO RETURN THE GOODS TO THE SELLER AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT.

TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO U.S. WATERPROOFING & CONSTRUCTION CO., AT 5650 MEADOWBROOK, ROLLING MEADOWS, IL 60008 NOT LATER THAN MIDNIGHT OF ____ / ____ / ____ .

I HEREBY CANCEL THIS TRANSACTION

DATE ____ / ____ / ____

Appoint No. 0681649

NAME _____

ADDRESS _____

CITY/STATE _____

SIGNATURE: _____

FOIA REQUESTS

Wiesia Tytko

From: Laura Morask <lmorask@mainetown.com>
Sent: Thursday, June 28, 2018 3:59 PM
To: Wiesia Tytko
Subject: Fwd: Employee raises

Received: 6/28/18
Thursel.

Please docket this as a FOIA and let me know what our due date is?

Sent from my iPad

Respond by:
FR. 7/6/18

Begin forwarded message:

From: Laura Morask <laura@lauralaw.org>
Date: June 28, 2018 at 3:07:28 PM CDT
To: ' ' < @>
Cc: "lmorask@mainetown.com" <lmorask@mainetown.com>, "dberman@mainetown.com" <dberman@mainetown.com>, Wiesia Tytko <wtytko@mainetown.com>
Subject: Re: Employee raises

Dear

As this seems to be in the nature of a FOIA, I am cc'ing our FOIA officer.

We can certainly get you this information.

With respect to some of your questions, the total salary line item amount (your last question) is in the budget online.

We will respond to your other questions in the reply to the FOIA.

Please understand that the salary line item total included merit raises for some employees and separately the COLA raises which all employees received. With respect to the COLA, employees received 2.0 % and department heads 1.5%.

Thank you,
Laura Morask

Sent from my iPad

On Jun 28, 2018, at 2:34 PM, [REDACTED] wrote:

Hi Laura and Dayna,

I have questions regarding the employee performance-based pay increases that were approved by the board on Tuesday. I did not see any supporting documentation in the packet, so if there are written materials, please email those as well.

- How many full- and part-time employees (not including elected officials) does the township currently have and are all of these employees eligible for a pay raise based on their performance review? If not, how many employees are actually eligible?

- What will determine eligibility for a raise? Is there a scoring system for the performance review?

- Will all non-department head employees receive a 2 percent raise if they receive a positive performance review or will the percentage vary?

- What is the total amount of money set aside in the 2018-19 budget for the raises?

Please email or give me a call at (

Thank you.

Staff Writer
Park Ridge Herald-Advocate
Chicago Tribune

Phone:

parkridge.chicagotribune.com

www.facebook.com/prheraldadvocate

Twitter: @ParkRidge_HA

@Jen_Tribune

a Tytko

From: Laura Morask <lmorask@mainetown.com>
Sent: Monday, June 25, 2018 3:39 PM
To: Wiesia Tytko; Kimberly Jones
Cc: pgialamas@mainetown.com
Subject: Fwd: Fol

Wiesia;
Apparently this was sent Friday per Journal but never came through.
Can you please copy that tape?

Sent from my iPad

Begin forwarded message:

From: I <>
Date: June 25, 2018 at 3:34:24 PM CDT
To: lmorask@mainetown.com
Subject: Fol

Dear Laura,

Under provisions of the Illinois Freedom of Information Act I request a copy of the audio recording of the May 22, 2018 bill paying meeting of the Maine Township board. I also ask that if it's possible that I receive the recording on Monday, June 25 or sooner.

Thank you.

1

Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

FREEDOM OF INFORMATION REQUEST

FROM:

Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

TO:

Freedom of Information Officer

Wiesia Tytko

wtytko@mainetown.com

Fax #: 847-2971335

Phone #: 847-297-2510 ext. 222

Today's Date: 6/27/18

DESCRIPTION OF REQUESTED RECORD(S): (Describe in detail, using reverse side if necessary, or attach separate sheet).

9820 N. Milwaukee Ave., Glenview, Ill 60025

Property record cards, any underground

and/or above ground storage tanks,

certificates of past and current occupancies.

Please indicate if you wish to inspect the records or wish a copy of them:

____ Inspection

Copy

Charges: → First 50 pages at no charge, then \$.15 per page (per side) for
letter or legal size document
Oversized documents: actual cost
Color copies: actual cost

* please send via
email in pdf
form to: @

Commercial purpose? Yes _____ No

Thank you

For Office Use Only

Date Received 6/27/2018

Date Response Due 7 DAYS 7/5/2018

Received By W. Tytko

Notations _____

Ma Tylko

From: |
Sent: Friday, July 13, 2018 8:53 PM
To: wtytko@mainetown.com
Cc:
Subject: IL- 600 E. Northwest Highway, Des Plaines, IL

Received
7/16/2018
Response by:
7/23/2018

Ladies and Gentlemen:

Environmental Group Services, LLC (EGSL) is conducting a groundwater survey at 600 E. Northwest Highway in Des Plaines, IL at a property dba Tire Kickers. As part of our work, we typically contact local government officials to obtain records of well logs, groundwater data, or groundwater use for the property and 1,000 foot radius. Can you assist us with our information request?

Thank you.

Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

FREEDOM OF INFORMATION REQUEST

FROM: ✓
Name: ↓

Address: _____

City/State/Zip: _____

Phone Number: _____

TO:

Freedom of Information Officer

Wiesia Tytko

wtytko@mainetown.com

Fax #: 847-2971335

Phone #: 847-297-2510 ext. 222

Today's Date: 7/18/18

DESCRIPTION OF REQUESTED RECORD(S): (Describe in detail, using reverse side if necessary, or attach separate sheet).

- ① Photos from the code enforcement officer regarding 1994 Cadillac, ~~plate #~~ in # 292757 (last 4 digits). Car is registered to Janice Curtis Kirksey, car parked on Church St. Ros Park. (Color NAVY-Blue)
- ② Any documentation pertaining to the 1994 Cadillac
- ③ Name and contact information of current supervisor for current code enforcement officer

Please indicate if you wish to inspect the records or wish a copy of them:

_____ Inspection ✓ Copy

Charges: First 50 pages at no charge, then \$.15 per page (per side) for letter or legal size document
Oversized documents: actual cost
Color copies: actual cost

Commercial purpose? Yes _____ No ✓

For Office Use Only

Date Received 7/18/2018
Date Response Due 7/25/2018 (Wed.)
Received By W. Tytko

Notations _____

Wiesia Tytko

From: dberman@mainetown.com
Sent: Tuesday, July 17, 2018 10:15 AM
To: Wiesia Tytko
Subject: request

I received a call from [redacted] from DuPage Township. She is asking to get staff salaries for comparison purposes for other townships. Not sure if this is public info, but I am looking at this as a FOIA request perhaps?? Can you call her back for clarification and see what all the info she needs as she will probably have to fill out a FIOA request. Thanks.

Number she left is

Dayna Berman
Administrator
Maine Township
1700 Ballard, Rd.
Park Ridge, IL 60068
847-297-2510
847-297-1335 Fax

"Notice of Confidentiality to recipient of this Electronic Message: This Electronic Message contains confidential information of Maine Township and/or its clients. It is intended only for the person(s) named, and the information in such Electronic Message shall only be used by the person(s) named for the purpose intended and for no other purpose. Any use, distribution, copying or disclosure by any other persons or by the person(s) named but for purposes other than the intended purpose, is prohibited. If you have received this communication in error, please notify us by phone at 847-297-2510 and then destroy original Electronic Message."