

Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, November 27, 2018 @ 7:30 pm

AGENDA

Bill Review/6:30 in Open Meeting Board Room

- Review of General Assistance, Town fund, and Road District Expenditures.

Call Regular Meeting to Order/7:30

Pledge of Allegiance

Roll Call

1. Approval of Minutes of September 25, 2018 Board Meeting
2. Approval of Minutes of October 23, 2018 Bill Pay Review
3. Approval of Minutes of October 23, 2018 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 Check to Honor Flight Chicago
9. Presentation of TOI award - Samantha Lovett, Mentoring Program Volunteer

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

10. Old Business

- Print Management RFP Vote
- 2018 Levy – TF/GA /R&B Discussion
 - Tax Abatement/Discussion Only
- Procedures and Policies as previously submitted and tabled:
 - Policy/Procedure for Board & Staff requests of Attorney legal time
 - Policy/Procedure for Directing Staff to Call a Special Board Meeting
 - Record Retention
 - Posting Financial and Other Records on our Website
- Discussion/Updates on Status of Attorneys Harassment Report
 - Requested corrections/redactions

11. Officials' Reports

12. Administrator's Report

13. Closed Session

- Review of May 8, 2018 Closed Session Minutes
- Closed Session for discussion/potential discipline of employee - ILCS5-120-2(c)(1)

14. Approval of May 8, 2018 Closed Session Minutes

15. Approval of decision re: Second Item from Closed Session

16. Adjournment



ADMINISTRATOR'S REPORT

Date: November, 2018

To: All Elected Officials

From: Dayna Berman, Administrator

As with most months, I was very busy with personnel issues that required much of my attention. I always strive to continue to provide top quality service to our residents that are run by the most exceptional employees.

This was a special year for the Stevenson Elementary Students who came to the township on Halloween. They donated canned goods to our food pantry and in return received some fun Halloween goodies bags from staff. I say this year is special, because for as long as I can remember we have had this event, and I received the sad news that the school will be closing after this school year. We will most definitely miss seeing the students dressed in their fun costumes! We always had a nice partnership with the school, not not only for this event, but in other programs throughout the year, such as when they used our facility for their yearly evacuation off-site drill for the students and as well as allowing us to park their lot for special events.

Several staff and Elected Officials attended the TOI Conference this month. I met with the staff who recently returned and they all concurred that the seminars were most informative. They also enjoyed networking with colleagues and attending the awards breakfast where Maine Township received three awards.

With food donations lower this year and residents always in need, press releases have gone out asking the community for help. I also had a message placed on our marquee letting passerby's know that we are taking food and/or monetary donations.

We have begun to compose articles for our Winter edition of the Mainly News. We will start to feature the Senior Expo, which will take place in the Spring. This is one of our biggest events and Director Marie Dachniwsky and her team have already begun to plan the details.

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
		10:55:06 AM											
	REVENUE												
	Property Tax	1,620,713.00	27,304.72	43,690.57	0.00	1,102,494.85	849,934.16	9,172.22	11,076.66	3,664,386.18	4,522,119.00	857,732.82	19%
	Interest Income	1,285.87	1,342.17	1,967.66	1,802.97	1,932.31	2,155.99	1,946.70	2,256.28	14,689.95	13,198.00	-1,491.95	-11%
	MaineStay Fees	842.00	3,794.00	6,201.00	1,519.00	1,680.00	1,331.00	979.00	2,874.00	19,220.00	14,952.00	-4,268.00	-29%
	Senior Programs	1,500.00	0.00	500.00	1,554.00	0.00	0.00	0.00	0.00	3,554.00	11,633.00	8,079.00	69%
	MaineStreamers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	312,365.00	312,365.00	100%
	Yard Stickers and Rebates	195.00	1,714.71	857.50	1,017.35	2,289.09	1,117.05	0.00	2,246.41	9,437.11	11,355.00	1,917.89	17%
	Postage	570.68	241.78	659.40	373.66	373.62	263.76	175.84	324.80	2,983.54	7,685.00	4,701.46	61%
	Garage Sale	0.00	0.00	0.00	0.00	0.00	2,850.00	1,185.00	1,448.50	5,483.50	5,700.00	216.50	4%
	Passport Fees	7,656.00	7,144.00	7,729.00	5,829.00	6,056.00	6,367.00	3,855.00	4,770.94	49,406.94	69,000.00	19,593.06	28%
	Vehicle Sticker Fees	25.00	0.00	115.00	9,303.22	6,575.80	218.00	0.00	106.25	16,343.27	17,500.00	1,156.73	7%
	Transportation Fees	20.00	77.00	132.00	160.00	140.00	133.00	123.00	60.00	845.00	1,600.00	755.00	47%
	Prsnl Prop Replacement Tax	7,138.75	27,805.60	14,958.37	0.00	11,655.76	1,178.01	0.00	10,548.05	73,284.54	73,030.00	-254.54	0%
	Other Income	459.40	-34.45	25.00	334.40	250.00	0.00	743.90	1,190.00	2,968.25	2,000.00	-968.25	-48%
	NET REVENUE	1,640,405.70	69,389.53	76,835.50	21,893.60	1,133,447.43	865,547.97	18,180.66	36,901.89	3,862,602.28	5,062,137.00	1,199,534.72	24%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	EXPENSES												
	ADMINISTRATION												
	Gross Pay Account	62,660.15	57,164.51	66,616.57	81,232.12	63,951.92	58,084.74	56,679.26	56,810.38	503,199.65	782,450.00	279,250.35	36%
	IDES	0.00	0.00	0.00	0.00	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	4,855.07	4,406.22	4,298.69	4,308.74	38,202.54	61,729.00	23,526.46	38%
	IMRF	5,957.92	5,196.21	6,403.72	7,460.54	5,762.54	5,130.99	5,133.71	5,160.87	46,206.50	67,812.00	21,605.50	32%
	Administrative Div. Health Ins.	27,327.21	27,379.89	26,353.44	25,629.28	20,316.62	25,296.00	25,296.00	25,296.00	202,894.44	305,000.00	102,105.56	33%
	Life Insurance	194.60	194.60	180.70	180.70	166.80	180.70	180.70	180.70	1,459.50	2,255.00	795.50	35%
	Dental Insurance	2,537.69	142.20	1,997.45	2,641.30	4,034.50	-186.30	1,229.60	314.90	12,711.34	20,000.00	7,288.66	36%
	Accounting Services	1,240.85	1,226.40	3,432.57	1,602.39	14,184.51	5,789.27	1,248.76	2,476.12	31,200.87	30,887.00	-313.87	-1%
	Building & Grounds Maint	1,204.18	2,119.09	1,654.93	1,691.59	1,586.08	5,024.89	1,757.61	2,137.61	17,175.98	25,242.00	8,066.02	32%
	Community Info-Support	0.00	3,541.00	3,541.00	3,541.00	3,541.00	3,541.00	3,541.00	3,541.00	24,787.00	47,578.00	22,791.00	48%
	Conferences Meetings	75.00	0.00	0.00	40.00	0.00	0.00	0.00	785.00	900.00	3,570.00	2,670.00	75%
	Special Programs	500.00	0.00	525.00	25.00	0.00	90.41	250.00	976.03	2,366.44	6,459.00	4,092.56	63%
	Dues Subscriptions	0.00	0.00	350.00	35.00	0.00	3,592.59	0.00	0.00	3,977.59	6,316.00	2,338.41	37%
	Equipment Leasing Maint	1,191.11	522.00	0.00	3,364.27	717.44	1,191.11	1,364.16	1,050.00	9,400.09	18,527.00	9,126.91	49%
	Gen Ins Liability Ins Bond	0.00	0.00	52,959.00	0.00	0.00	0.00	0.00	0.00	52,959.00	53,835.00	876.00	2%
	Website>Email Host	5,000.00	0.00	0.00	3,933.76	450.00	3,500.00	0.00	0.00	12,883.76	14,000.00	1,116.24	8%
	Print Management	584.68	381.09	527.30	456.70	426.42	393.23	430.29	410.40	3,610.11	4,637.00	1,026.89	22%
	Computer Tech Support	545.00	545.00	545.00	545.00	495.00	520.00	520.00	520.00	4,235.00	8,052.00	3,817.00	47%
	Legal Services	6,831.88	828.75	25,703.22	34,541.87	22,332.48	16,604.68	8,972.40	13,841.05	129,656.33	165,000.00	35,343.67	21%
	Mileage-Travel-Lodging Exp	0.00	0.00	0.00	0.00	0.00	0.00	25.18	6.87	32.05	1,630.00	1,597.95	98%
	Police Protection	4,600.00	4,200.00	4,400.00	0.00	4,400.00	0.00	4,400.00	4,000.00	26,000.00	45,600.00	19,600.00	43%
	Plan Commission	0.00	0.00	0.00	0.00	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	-1,400.95	3,584.97	7,591.20	-1,519.73	19,504.99	33,962.00	14,457.01	43%
	Printing Publishing	598.74	1,539.84	1,618.48	2,286.44	1,529.00	6,754.39	8,896.62	330.94	23,554.45	38,796.00	15,241.55	39%
	Code Enforcement Expense	44.71	60.96	143.77	25.47	124.49	25.40	25.40	25.54	475.74	673.00	197.26	29%
	Maine Township Rec. Connections	4,160.25	4,060.50	4,719.63	4,181.66	1,898.23	2,244.70	7,771.79	3,842.74	32,879.50	45,060.00	12,180.50	27%
	Telecommunications	1,871.88	1,945.15	1,944.95	1,640.82	1,918.19	1,952.54	1,952.40	1,969.37	15,195.30	25,519.00	10,323.70	40%
	Staff Training	99.00	25.00	0.00	0.00	0.00	0.00	0.00	199.00	323.00	436.00	113.00	26%
	Transportation/Mainlines	0.00	203.00	545.00	620.00	390.00	585.00	425.00	0.00	2,768.00	5,281.00	2,513.00	48%
	Utilities	1,968.37	2,226.24	1,337.17	1,719.98	1,969.77	1,954.57	1,975.26	1,728.67	14,880.03	21,100.00	6,219.97	29%
	Miscellaneous (Adminstr)	0.00	0.00	0.00	65.98	0.00	0.00	0.00	0.00	65.98	500.00	434.02	87%
	Neighborhood Watch	35.00	240.00	0.00	0.00	0.00	1,964.74	0.00	0.00	2,239.74	3,029.00	789.26	26%
	Office Supplies/Sm. Equipment	473.82	485.03	447.97	386.48	660.84	243.42	0.00	1,603.88	4,301.44	17,500.00	13,198.56	75%
	Operating Supplies Maint	372.46	867.05	1,042.70	634.72	1,123.27	183.11	340.13	556.83	5,120.27	8,500.00	3,379.73	40%
	Vehicle Expense	124.55	75.36	231.25	62.70	1,372.39	50.95	15.00	38.53	1,970.73	3,381.00	1,410.27	42%
	Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00	137.80	137.80	10,000.00	9,862.20	99%
	Equipment Purchases	0.00	0.00	0.00	0.00	5,875.00	0.00	0.00	0.00	5,875.00	10,000.00	4,125.00	41%
	Capital Fund	0.00	165.00	141.30	0.00	0.00	3,482.00	0.00	6,600.00	10,388.30	250,000.00	239,611.70	96%
	Prov for contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	136,419.60	118,457.71	216,171.15	192,280.97	162,680.61	156,185.32	144,320.16	137,329.24	1,263,844.76	2,144,319.00	880,780.54	41%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	ASSESSOR												
	Assessor Division Salary	13,652.45	13,978.72	13,946.95	20,962.79	15,316.03	14,168.00	14,303.00	14,173.40	120,501.34	179,147.00	58,645.66	33%
	Assessor Division SS	976.87	999.40	994.56	1,495.07	1,094.55	1,006.74	1,017.07	1,007.15	8,591.41	12,813.00	4,221.59	33%
	Assessor Division IMRF	1,511.94	1,542.26	1,542.26	2,313.39	1,683.35	1,569.92	1,569.92	1,569.92	13,302.96	20,009.00	6,706.04	34%
	Health Insurance	9,010.47	9,010.47	9,010.47	8,792.46	9,465.24	9,465.24	9,465.24	9,465.24	73,684.83	110,090.00	36,405.17	33%
	Dental Insurance	18.00	312.00	167.00	322.00	1,712.30	207.60	756.80	238.40	3,734.10	5,022.00	1,287.90	26%
	Life Insurance	41.70	41.70	41.70	41.70	41.70	41.70	41.70	41.70	333.60	487.00	153.40	31%
	Conferences Meetings	10.10	0.00	0.00	0.00	18.00	0.00	0.00	0.00	28.10	848.00	819.90	97%
	Cook Cty Assessor Tie-in	0.00	0.00	475.00	0.00	0.00	0.00	0.00	0.00	475.00	1,025.00	550.00	54%
	Dues-Subscriptions	0.00	0.00	88.00	0.00	0.00	59.00	0.00	0.00	147.00	300.00	153.00	51%
	Equipment Leasing-Maint	0.00	0.00	0.00	0.00	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	134.52	48.73	0.00	0.00	205.70	1,200.00	994.30	83%
	Postage	0.00	0.00	0.00	0.00	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	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	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	0.00	0.00	0.00	0.00	116.00	116.00	100%
	Miscellaneous	72.99	0.00	104.22	0.00	0.00	0.00	0.00	0.00	177.21	1.00	-176.21	-17621%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	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	29,465.69	26,566.93	27,153.73	26,495.81	221,181.25	332,268.00	111,086.75	33%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	MAINESTAY												
	MaineStay Salary	26,869.62	26,974.27	27,033.65	37,781.75	29,825.61	26,518.96	26,464.51	26,464.51	227,932.88	362,140.00	134,207.12	37%
	Social Security	1,963.40	1,967.44	1,971.99	2,690.62	2,182.22	1,929.24	1,924.54	1,924.54	16,553.99	27,708.00	11,154.01	40%
	IMRF	3,320.52	3,320.52	3,320.52	4,561.36	3,559.78	3,319.20	3,319.20	3,319.20	28,040.30	46,917.00	18,876.70	40%
	Administrative Div. Health Ins.	12,736.45	12,736.45	12,736.45	12,480.98	12,347.36	12,347.36	13,522.05	13,522.05	102,429.15	160,000.00	57,570.85	36%
	Life Ins.	97.30	97.30	97.30	97.30	83.40	83.40	97.30	97.30	750.60	1,135.00	384.40	34%
	Dental Ins.	530.80	325.00	462.00	833.00	36.00	306.00	532.20	274.00	3,299.00	7,000.00	3,701.00	53%
	Conferences-Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	330.00	330.00	823.00	493.00	60%
	Consultation/Staff Training	0.00	0.00	0.00	0.00	0.00	488.99	425.99	81.00	995.98	1,971.00	975.02	49%
	Special Programs - MaineStay	28.44	289.47	5,212.56	965.87	0.00	0.00	0.00	77.93	6,574.27	10,000.00	3,425.73	34%
	Dues-Subscriptions/Licensures	250.00	0.00	125.00	0.00	0.00	250.00	850.00	0.00	1,475.00	1,874.00	399.00	21%
	Print Management	482.34	482.34	482.34	482.34	482.34	482.34	482.34	482.34	3,858.72	5,900.00	2,041.28	35%
	Gen Ins Liability Ins Bond	0.00	1,150.00	0.00	0.00	0.00	0.00	0.00	0.00	1,150.00	1,200.00	50.00	4%
	Computer Tech Support	545.00	545.00	545.00	545.00	520.00	520.00	520.00	520.00	4,260.00	6,340.00	2,080.00	33%
	Mileage-Travel-Lodging Exp	0.00	56.51	0.00	0.00	51.03	54.61	112.98	21.09	296.22	924.00	627.78	68%
	Postage	184.71	17.22	20.42	4.70	44.65	9.40	18.80	11.75	311.65	420.00	108.35	26%
	Printing-Publishing	0.00	126.40	132.41	134.00	14.98	63.22	38.25	38.25	547.51	1,391.00	843.49	61%
	Community Education	20.28	20.94	0.00	0.00	0.00	0.00	0.00	40.08	81.30	137.00	55.70	41%
	Training Manual & Books	0.00	0.00	0.00	0.00	107.66	0.00	0.00	0.00	107.66	289.00	181.34	63%
	Miscellaneous	0.00	0.00	40.85	0.00	0.00	0.00	0.00	0.00	40.85	45.00	4.15	9%
	Office Supplies/Sm Equipment	0.00	398.49	74.88	0.00	477.60	40.85	0.00	353.19	1,345.01	4,000.00	2,654.99	66%
	Substance Abuse Program	0.00	0.00	0.00	0.00	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	187.50	1,773.00	0.00	0.00	2,424.32	3,000.00	575.68	19%
	Summer Youth Camp	0.00	1,020.00	2,582.95	842.47	3,783.67	1,719.16	0.00	0.00	9,948.25	10,000.00	51.75	1%
	Garage Sale	0.00	0.00	0.00	0.00	0.00	0.00	173.97	1,638.52	1,812.49	800.00	-1,012.49	-127%
	Total	47,028.86	49,527.35	54,838.32	61,883.21	53,703.80	49,905.73	48,482.13	49,195.75	414,565.15	654,015.00	239,449.85	37%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	SENIOR												
	Senior Salary	16,357.08	18,420.77	13,477.62	22,883.38	19,607.81	17,559.24	17,559.24	17,559.24	143,424.38	221,117.00	77,692.62	35%
	Social Security	1,221.02	1,378.90	1,009.54	1,777.87	1,470.52	1,313.80	1,313.80	1,313.80	10,799.25	16,913.00	6,113.75	36%
	IMRF	2,064.26	2,324.70	1,700.88	2,992.73	2,474.51	2,215.98	2,215.98	2,215.98	18,205.02	28,104.00	9,898.98	35%
	Life Ins.	55.60	55.60	41.70	41.70	55.60	55.60	55.60	55.60	417.00	769.00	352.00	46%
	Dental Ins.	18.00	24.00	24.00	18.00	24.00	355.00	580.60	248.00	1,291.60	5,787.00	4,495.40	78%
	Administrative Div. Health Ins.	8,184.35	8,184.35	5,809.56	5,616.32	7,321.10	7,321.10	7,321.10	7,321.10	57,078.98	90,000.00	32,921.02	37%
	Conferences-Meetings	0.00	0.00	157.00	0.00	84.19	0.00	0.00	0.00	241.19	866.00	624.81	72%
	Special Programs	0.00	0.00	120.49	6,033.15	0.00	0.00	0.00	0.00	6,153.64	9,657.00	3,503.36	36%
	Print Management	318.34	318.34	318.34	318.34	318.34	318.34	318.34	318.34	2,546.72	3,856.00	1,309.28	34%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	100.00	125.00	25.00	20%
	Mileage-Travel-Lodging Exp	0.00	0.00	0.00	0.00	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	1,006.33	1,023.52	765.34	901.47	7,778.82	11,552.00	3,773.18	33%
	Printing-Publishing	890.00	934.00	934.00	890.00	940.00	890.00	850.00	807.00	7,135.00	12,197.00	5,062.00	42%
	Telecommunications	2.56	2.42	2.42	2.56	1.89	2.52	4.02	2.52	20.91	25.00	4.09	16%
	Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00	100%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	407.82	0.00	0.00	0.00	407.82	4,284.00	3,876.18	90%
	Computer Tech Support	545.00	545.00	545.00	545.00	520.00	520.00	520.00	520.00	4,260.00	10,715.00	6,455.00	60%
	MaineStreamers						0.00	0.00	0.00		327,000.00		
	Total	30,727.82	33,144.54	25,193.46	42,120.23	34,232.11	31,575.10	31,604.02	31,263.05	259,860.33	744,651.00	484,790.67	65%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	CLERK												
	Clerk's Division Salary	9,502.52	9,754.56	9,683.48	14,688.57	13,584.81	10,316.38	10,291.92	9,969.15	87,791.39	131,525.00	43,733.61	33%
	Social Security	713.09	736.35	730.92	1,104.87	1,028.09	778.08	772.03	747.33	6,610.76	10,062.00	3,451.24	34%
	IMRF	1,218.86	1,257.21	1,248.24	1,886.42	1,741.89	1,329.08	1,319.45	1,278.72	11,279.87	16,717.00	5,437.13	33%
	Administrative Div. Health Ins.	3,463.46	3,463.46	3,463.46	3,379.67	3,687.82	3,687.82	3,687.82	3,687.82	28,521.33	45,000.00	16,478.67	37%
	Life Ins.	27.80	27.80	27.80	27.80	27.80	27.80	27.80	27.80	222.40	324.00	101.60	31%
	Dental Ins.	1,378.80	12.00	337.60	12.00	73.00	12.00	12.00	147.00	1,984.40	3,000.00	1,015.60	34%
	Conferences-Meetings	0.00	75.00	70.00	0.00	0.00	0.00	0.00	0.00	145.00	853.00	708.00	83%
	Dues-Subscriptions	30.00	0.00	0.00	33.00	0.00	250.00	0.00	0.00	313.00	332.00	19.00	6%
	Print Management	252.34	252.34	252.34	252.34	252.34	252.34	252.34	252.34	2,018.72	3,028.00	1,009.28	33%
	Gen Insur Liability Bond	0.00	0.00	0.00	0.00	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	0.00	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	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	520.00	520.00	520.00	520.00	4,260.00	6,340.00	2,080.00	33%
	Postage	506.11	966.41	1,077.35	1,070.88	1,539.14	498.41	623.51	706.04	6,987.85	7,332.00	344.15	5%
	Printing-Publishing	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	126.00	126.00	100%
	Supplies/Sm Equipment	0.00	144.70	0.00	0.00	57.97	228.47	0.00	157.55	588.69	3,000.00	2,411.31	80%
	Total	17,647.58	17,234.83	17,436.19	23,000.55	22,512.86	17,900.38	17,506.87	17,493.75	150,733.01	230,627.00	79,893.99	35%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	OEM												
	Emergency Mgmt Salary	691.88	663.75	1,035.00	1,400.64	1,661.31	536.74	565.29	1,039.22	7,593.83	14,722.00	7,128.17	48%
	OEM Social Security	52.93	50.77	79.17	107.19	127.10	41.07	43.25	79.50	580.98	1,206.00	625.02	52%
	Uniforms	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	71.49	100.00	28.51	29%
	Special Programs	0.00	0.00	0.00	0.00	0.00	10.52	0.00	0.00	10.52	200.00	189.48	95%
	Special Events	0.00	0.00	0.00	0.00	82.87	0.00	0.00	2.24	85.11	155.00	69.89	45%
	Citizen Corps Program	0.00	0.00	0.00	0.00	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	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	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Volunteer Insurance	0.00	581.40	0.00	0.00	0.00	0.00	0.00	0.00	581.40	582.00	0.60	0%
	Postage	0.00	0.00	0.00	0.00	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	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	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Utilities	348.02	174.46	385.81	374.11	442.13	159.68	225.45	191.17	2,300.83	3,976.00	1,675.17	42%
	Telecommunications	231.70	231.50	231.50	0.00	0.00	277.61	555.36	268.60	1,796.27	2,820.00	1,023.73	36%
	Staff Training	0.00	0.00	0.00	0.00	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	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	0.00	7.98	0.00	0.00	21.94	500.00	478.06	96%
	Operating Supplies	0.00	0.00	82.12	0.00	0.00	0.00	0.00	0.00	82.12	138.00	55.88	40%
	Disaster Operations Supplies	0.00	200.00	0.00	0.00	0.00	123.00	0.00	0.00	323.00	628.00	305.00	49%
	Building	0.00	295.00	0.00	0.00	0.00	0.00	225.00	0.00	520.00	1,396.00	876.00	63%
	Vehicle Expense	0.00	0.00	0.00	0.00	0.00	61.45	0.00	0.00	61.45	614.00	552.55	90%
	Total	1,324.53	2,268.37	1,827.56	1,881.94	2,313.41	1,218.05	1,614.35	1,580.73	14,028.94	28,970.00	14,941.06	52%

MAINE TOWNSHIP GENERAL TOWN FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	TOTAL OPERATING EXPENSES	258,442.91	246,517.35	341,859.29	355,094.31	304,908.48	283,351.51	270,681.26	263,358.33	2,324,213.44	4,134,850.00	1,810,942.86	44%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	Thursday, November 15, 2018	10:54:28 AM											
	REVENUE												
	Beginning Balance												
	Property Tax	405,233.40	6,931.26	10,954.92	0.00	95,100.08	169,166.52	1,605.10	1,612.63	690,603.91	1,131,362.00	440,758.09	39%
	SS Reimbursement	1,445.00	0.00	0.00	0.00	0.00	1,140.00	2,000.00	2,493.15	7,078.15	20,900.00	13,821.85	66%
	Interest Income	328.52	355.86	527.76	477.37	527.60	542.32	496.69	585.76	3,841.88	3,685.00	-156.88	-4%
	Energy Assistance Revenue	5.00	1,320.00	780.00	420.00	200.00	109.00	419.00	216.00	3,469.00	12,960.00	9,491.00	73%
	Food Pantry Cash Donations	937.05	11,190.00	1,079.00	2,795.00	116.05	2,132.00	2,482.90	2,148.61	22,880.61	43,269.00	20,388.39	47%
	Total	407,948.97	19,797.12	13,341.68	3,692.37	95,943.73	173,089.84	7,003.69	7,056.15	727,873.55	1,212,176.00	484,302.45	40%
	NET REVENUE	407,948.97	19,797.12	13,341.68	3,692.37	95,943.73	173,089.84	7,003.69	7,056.15	727,873.55	1,212,176.00	484,302.45	40%
	EXPENSES												
	EXPENSES-ADMINISTRATIVE												
	Gross Pay Account	29,179.60	29,179.60	29,179.60	43,769.40	32,616.10	29,853.44	29,853.44	29,863.53	253,494.71	392,586.00	139,091.29	35%
	IDES	0.00	0.00	0.00	0.00	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	2,442.23	2,230.88	2,230.88	2,231.66	18,971.57	29,875.00	10,903.43	36%
	IMRF	3,682.47	3,682.47	3,682.47	5,523.70	4,116.15	3,767.50	3,767.50	3,768.78	31,991.04	47,823.00	15,831.96	33%
	Administrative Div. Health Ins.	12,228.33	8,627.33	10,427.83	10,175.54	11,111.36	11,111.36	11,111.36	11,111.36	85,904.47	130,434.00	44,529.53	34%
	Life Insurance	97.30	97.30	97.30	97.30	97.30	97.30	97.30	97.30	778.40	1,191.00	412.60	35%
	Dental Insurance	438.00	42.00	528.50	76.40	1,412.00	220.20	785.00	42.00	3,544.10	4,433.00	888.90	20%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	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	3,638.40	433.94	433.94	444.94	6,836.30	8,486.00	1,649.70	19%
	Conferences Meetings	0.00	0.00	0.00	0.00	71.71	0.00	0.00	165.00	236.71	514.00	277.29	54%
	Dues Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Print Management	1,273.34	636.67	636.47	636.76	636.97	636.67	636.67	636.67	5,730.22	6,500.00	769.78	12%
	General Insurance-Liab-Bond	0.00	0.00	17,445.00	0.00	0.00	500.00	0.00	0.00	17,945.00	14,941.00	-3,004.00	-20%
	Legal Services	0.00	0.00	0.00	0.00	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	34.38	21.25	0.00	22.34	98.68	892.00	793.32	89%
	Postage	374.98	344.61	206.29	346.21	380.70	398.92	474.05	201.56	2,727.32	3,000.00	272.68	9%
	Printing Publishing	0.00	0.00	0.00	0.00	0.00	0.00	949.41	0.00	949.41	1,500.00	550.59	37%
	Telecommunication/ISP	156.96	158.49	158.49	158.49	158.46	158.68	158.68	159.47	1,267.72	1,374.00	106.28	8%
	Staff Training	0.00	0.00	20.00	0.00	0.00	0.00	50.00	199.00	269.00	478.00	209.00	44%
	Utilities	219.00	200.51	148.27	203.49	129.84	189.68	207.04	175.07	1,472.90	2,252.00	779.10	35%
	Hearing Officer	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	32.00	32.00	100%
	Office Supplies	0.00	515.15	30.94	0.00	199.94	104.72	77.60	0.00	928.35	6,330.00	5,401.65	85%
	Operating Supplies/Maint	0.00	51.00	0.00	0.00	541.15	12.38	0.00	161.52	766.05	1,150.00	383.95	33%
	Building Maintenance	0.00	0.00	0.00	0.00	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	2,350.00	0.00	0.00	0.00	2,350.00	2,350.00	0.00	0%
	Comp Tech Support	545.00	545.00	545.00	545.00	520.00	520.00	520.00	520.00	4,260.00	6,290.00	2,030.00	32%
	Admin Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	50,801.98	46,698.13	65,725.86	65,429.30	60,456.69	50,256.92	51,352.87	49,800.20	440,521.95	662,438.00	221,916.05	33%
	EXPENSES-ASSISTANCE												

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

25%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
	Thursday, November 15, 2018	10:54:28 AM											
	Client Insurance	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	600.00	1,150.00	1,200.00	50.00	4%
	Prescription Drugs	0.00	0.00	562.81	0.00	44.49	0.00	0.00	0.00	607.30	2,693.00	2,085.70	77%
	Dental Services	0.00	0.00	0.00	0.00	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	12.10	0.00	0.00	0.00	12.10	114.00	101.90	89%
	Funeral & Burial Services	0.00	0.00	0.00	0.00	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	387.80	656.79	1,123.83	788.05	4,251.05	5,913.00	1,661.95	28%
	Shelter-Rent	5,445.22	5,445.22	5,095.22	5,120.22	6,856.06	6,206.29	6,038.14	4,770.22	44,976.59	71,102.00	26,125.41	37%
	Ambulance Paramedic	0.00	0.00	0.00	0.00	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	6,078.08	8,070.00	0.00	0.00	30,554.85	33,887.00	3,332.15	10%
	Transport/Clothing	1,680.00	1,595.55	2,096.33	1,840.00	1,908.51	2,027.39	2,029.00	1,820.00	14,996.78	19,803.00	4,806.22	24%
	Transient	0.00	0.00	0.00	0.00	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	0.00	0.00	119.94	12,000.00	13,381.62	23,410.00	10,028.38	43%
	Catastro. Med. Insurance	0.00	0.00	4,080.00	0.00	0.00	0.00	0.00	0.00	4,080.00	4,200.00	120.00	3%
	CWP	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	10,619.11	14,298.47	15,257.78	12,298.24	15,287.04	16,960.47	9,310.91	19,978.27	114,010.29	162,462.00	48,451.71	30%
	TOTAL OPERATING EXPENSES	61,421.09	60,996.60	80,983.64	77,727.54	75,743.73	67,217.39	60,663.78	69,778.47	554,532.24	824,900.00	270,367.76	33%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

25% of the year remaining MAR APR MAY JUN JUL AUG SEP OCT YTD DISBURSE BUDGET BALANCE % Left

REVENUE

Property Tax	661,752.75	11,256.76	18,127.27	0.00	525,894.31	364,965.73	4,873.62	5,081.33	1,591,951.77	1,902,125.00	310,173.23	16%
Other Income	1,258.50	168.16	1,325.00	1,650.00	23,527.77	1,901.60	150.00	10,390.48	40,371.51	55,780.00	15,408.49	28%
Interest Income	421.78	407.15	117.56	523.08	567.92	725.42	772.33	744.71	4,279.95	3,618.00	-661.95	-18%
I Permit Fees	450.00	1,085.00	1,829.00	1,700.00	4,101.75	2,100.00	800.00	1,364.50	13,430.25	14,068.00	637.75	5%
Persnl Prop Replacement Tx	0.00	14,675.45	14,959.05	0.00	11,656.75	1,178.06	0.00	10,548.53	53,017.84	73,033.00	20,015.16	27%
NET REVENUE	663,883.03	27,592.52	36,357.88	3,873.08	565,748.50	370,870.81	6,595.95	28,129.55	1,703,051.32	2,048,624.00	345,572.68	17%

EXPENSES

GENERAL ROAD FUND-ADMINISTRATIVE

Admin Salary Expense	4,523.76	4,523.76	4,523.76	7,341.94	4,659.48	4,659.48	4,659.48	4,659.48	39,551.14	59,000.00	19,448.86	33%
Health Insurance	13,843.79	13,843.79	13,843.79	13,536.47	14,679.32	14,679.32	14,679.32	14,679.32	113,785.12	159,300.00	45,514.88	29%
Life Insurance	97.30	97.30	97.30	97.30	97.30	97.30	97.30	97.30	778.40	1,200.00	421.60	35%
Dental Insurance	0.00	42.00	42.00	934.00	771.80	354.04	132.00	0.00	2,275.84	6,500.00	4,224.16	65%
Alcohol & Drug Testing	0.00	0.00	0.00	0.00	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	351.88	335.04	335.04	346.04	2,862.28	4,500.00	1,637.72	36%
Accounting Services	0.00	0.00	0.00	0.00	1,675.00	0.00	0.00	0.00	1,675.00	4,500.00	2,825.00	63%
Conferences Meetings	0.00	37.18	148.29	0.00	0.00	0.00	0.00	0.00	185.47	200.00	14.53	7%
Dues Subscriptions	0.00	0.00	0.00	0.00	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	0.00	192.50	0.00	0.00	236.25	3,000.00	2,763.75	92%
Mileage Travel Expense	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	32,664.00	32,664.00	100%
Postage	0.00	8.46	0.00	60.00	0.00	0.00	50.00	3.52	121.98	175.00	53.02	30%
Printing Publishing	0.00	0.00	73.20	331.70	1,323.51	10.49	1,384.22	0.00	3,123.12	6,000.00	2,876.88	48%
Telephone	284.98	302.72	864.01	680.70	569.03	566.49	566.22	568.04	4,402.19	5,800.00	1,397.81	24%
Training	0.00	0.00	25.00	0.00	0.00	25.00	0.00	0.00	50.00	500.00	450.00	90%
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Office Supplies	0.00	0.00	173.94	0.00	67.26	146.62	68.97	347.79	804.58	1,500.00	695.42	46%
Office Equipment	146.34	71.99	0.00	0.00	0.00	130.00	0.00	0.00	348.33	5,000.00	4,651.67	93%
Prov for contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%
Total	19,219.01	19,261.04	20,170.08	23,484.67	24,194.58	21,196.28	21,972.55	20,701.49	170,199.70	291,199.00	120,999.30	42%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	0.00	0.00	0.00	0.00	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	138.75	175.00	310.00	0.00	798.75	4,500.00	3,701.25	82%
Building Maintenance	0.00	0.00	326.68	0.00	0.00	80.04	0.00	0.00	406.72	5,500.00	5,093.28	93%
Equipment Leasing Maint	8,068.78	19,046.79	3,164.59	15,131.64	6,424.50	10,787.23	4,800.00	2,467.40	69,890.93	62,500.00	-7,390.93	-12%
Landfill Charges - GRF	0.00	0.00	0.00	393.62	0.00	0.00	0.00	0.00	393.62	500.00	106.38	21%
Rentals	0.00	0.00	0.00	8,000.00	2,200.00	200.00	0.00	0.00	10,400.00	1,000.00	-9,400.00	-940%
Street Lighting	0.00	4,171.57	4,519.55	4,292.86	4,247.88	4,478.21	4,233.26	4,159.94	30,103.27	51,500.00	21,396.73	42%
Tree Removal & Spraying	0.00	0.00	75.00	297.50	0.00	7,456.32	9,232.92	9,148.33	26,210.07	15,000.00	-11,210.07	-75%
Utilities	412.91	680.57	852.28	512.89	602.75	522.05	485.50	442.58	4,511.53	8,000.00	3,488.47	44%
Tree Replacement Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

25% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD DISBURSE	BUDGET	BALANCE	% Left
Gasoline Oil	516.27	962.40	1,075.04	1,923.90	1,915.33	1,227.78	3,446.71	1,601.46	12,668.89	30,000.00	17,331.11	58%
Building & Oper Sup Mat 1	89.45	0.00	407.00	0.00	1,681.50	0.00	125.64	1,143.87	3,447.46	4,500.00	1,052.54	23%
Maint Equip & Small Tools	1,512.15	2,492.70	1,515.80	3,212.35	2,782.14	1,283.71	891.94	4,949.70	18,640.49	10,000.00	-8,640.49	-86%
Supplies (Equipment)	590.88	1,800.04	2,613.38	5,085.54	2,576.67	2,407.45	3,220.47	1,595.38	19,889.81	22,000.00	2,110.19	10%
Supplies Roads GRF	0.00	0.00	326.48	88.00	0.00	0.00	3,593.27	0.00	4,007.75	4,500.00	492.25	11%
Supplies Snow Removal	0.00	0.00	0.00	0.00	0.00	4,281.25	0.00	7,488.00	11,769.25	50,000.00	38,230.75	76%
Total	11,190.44	29,154.07	14,875.80	39,113.30	22,569.52	32,899.04	30,339.71	32,996.66	213,138.54	415,500.00	202,361.46	49%

PERMANENT ROAD FUND

Labor On Roads	33,461.11	33,159.22	32,330.16	53,845.98	35,764.20	34,308.03	33,943.90	34,281.50	291,094.10	335,000.00	43,905.90	13%
Drainage	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	15,000.00	14,000.00	93%
Engineering Services	0.00	6,585.32	19,966.25	3,360.00	5,950.00	1,980.00	1,770.00	1,165.00	40,776.57	30,000.00	-10,776.57	-36%
Landfill Charges - PRF	0.00	0.00	365.00	591.76	477.75	731.69	384.00	0.00	2,550.20	12,000.00	9,449.80	79%
Project Expenses	0.00	0.00	0.00	0.00	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	0.00	184,194.45	171,187.10	355,381.55	405,000.00	49,618.45	12%
Supplies / Roads PRF	0.00	670.45	1,303.50	5,612.44	14,634.51	2,740.08	4,203.80	4,406.23	33,571.01	50,000.00	16,428.99	33%
Total	33,461.11	40,414.99	53,964.91	63,410.18	56,826.46	40,759.80	224,496.15	211,039.83	724,373.43	850,500.00	126,126.57	15%

EQUIPMENT & BUILDING FUND

Equipment	0.00	0.00	67,124.19	22,664.87	13,677.00	0.00	80,565.00	10,450.00	194,481.06	225,000.00	30,518.94	14%
Building	530.19	30.00	52.80	3,245.00	0.00	329.45	2,213.59	1,750.00	8,151.03	15,000.00	6,848.97	46%
Storage Building	0.00	628.00	1,111.95	314.00	314.00	314.00	314.00	314.00	3,309.95	7,500.00	4,190.05	56%
Total	530.19	658.00	68,288.94	26,223.87	13,991.00	643.45	83,092.59	12,514.00	205,942.04	247,500.00	41,557.96	17%

SOCIAL SECURITY FUND

Social Security	2,816.30	2,793.19	2,729.77	4,546.55	2,995.72	2,884.31	2,856.46	2,882.29	24,504.59	40,500.00	15,995.41	39%
Total	2,816.30	2,793.19	2,729.77	4,546.55	2,995.72	2,884.31	2,856.46	2,882.29	24,504.59	40,500.00	15,995.41	39%

INSURANCE FUND

Workmans Compensation	0.00	0.00	21,353.00	0.00	0.00	0.00	0.00	0.00	21,353.00	20,818.00	-535.00	-3%
Unemployment Insurance	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	37,443.00	37,443.00	0.00	0%
Total	0.00	0.00	58,796.00	0.00	0.00	0.00	0.00	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	5,101.47	4,917.70	4,871.75	4,914.35	41,727.43	64,000.00	22,272.57	35%
IMRF Employer ERI Cost	0.00	0.00	0.00	0.00	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	5,101.47	4,917.70	4,871.75	4,914.35	41,727.43	65,000.00	23,272.57	36%

TOTAL OPERATING EXPENSES	72,010.74	97,036.88	223,476.46	164,500.49	125,678.75	103,300.58	367,629.21	285,048.62	1,438,681.73	1,968,995.00	530,313.27	27%
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MOTION TO APPROVE PAYROLL FOR PAYDATES OF NOVEMBER 2, 2018
AND NOVEMBER 16, 2018 AND ROAD DISTRICT CHECKS #20634
THROUGH CHECK #20679 IN THE AMOUNT OF \$124,944.29.

Maine Township Road & Bridge Fund

NOVEMBER 2018

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
20634	Oct 30	Xclusive Concrete, Inc	Repair to Curb/walkways	8,510.00
20635	Nov 1	Blue Cross Blue Shield of IL	November Health Insurance	15,386.82
20636	Nov 1	Des Plaines, City of/Water Dep	Utilities	33.14
20637	Nov 1	NCPERS Group Life Ins.	IMRF Vol. Life Insurance	16.00
20638	Nov 1	NICOR Gas	Utilities	119.62
20639	Nov 1	The Lincoln National	Vol. Life Insurance	112.08
20640	Nov 1	Vision Service Plan (IL)	VSP Vision Insurance	6.60
20641	Nov 1	The Lincoln National	November Life Insurance	97.30
Wire	Nov 2	Federal Electronic Payroll System	Federal Taxes	4,503.36
Wire	Nov 2	Illinois Department of Revenue	State Taxes	798.91
S/C	Nov 2	Paychex	Service Fee	167.52
Dir.Deposit	Nov 2	Richard A. Brandes	Payroll Check	1,661.32
Dir.Deposit	Nov 2	Robert J. Brzezinski	Payroll Check	2,659.07
Dir.Deposit	Nov 2	Peter Douvalakis	Payroll Check	2,191.90
Dir.Deposit	Nov 2	Jason D. Fox	Payroll Check	1,441.75
Dir.Deposit	Nov 2	Dawne Scheel Hayman	Payroll Check	1,575.65
Dir.Deposit	Nov 2	Peter A. Jimenez	Payroll Check	1,476.81
Dir.Deposit	Nov 2	Justin E. MacIntyre	Payroll Check	1,300.79
Wire	Nov 9	IMRF	Illinois Municipal Retirement Fund	6,734.66
Wire	Nov 16	Federal Electronic Payroll System	Federal Taxes	4,503.31
Wire	Nov 16	Illinois Department of Revenue	State Taxes	798.91
S/C	Nov 16	Paychex	Service Fee	167.52
Dir.Deposit	Nov 16	Richard A. Brandes	Payroll Check	1,661.37
Dir.Deposit	Nov 16	Robert J. Brzezinski	Payroll Check	2,659.07
Dir.Deposit	Nov 16	Peter Douvalakis	Payroll Check	2,191.90
Dir.Deposit	Nov 16	Jason D. Fox	Payroll Check	1,441.75
Dir.Deposit	Nov 16	Dawne Scheel Hayman	Payroll Check	1,575.65
Dir.Deposit	Nov 16	Peter A Jimenez	Payroll Check	1,476.81
Dir.Deposit	Nov 16	Justin E. MacIntyre	Payroll Check	1,300.79
20642	Nov 16	A T & T	Telephone Service at Garage	341.96
20643	Nov 16	A T & T	Telephone Internet Service at Garage	60.42
20644	Nov 16	Verizon Wireless	Telephone Service	165.98
20645	Nov 27	Acme Truck & Brake Supply Co.	Equipment Maintenance	37.80
20646	Nov 27	A Lamp Concrete Contractors, Inc	Maintenance Roads	26,178.80
20647	Nov 27	Anderson Lock Company Ltd.	Equipment Leasing & Maintenance	14.26
20648	Nov 27	Atlas Bobcat LLC	Equipment Leasing & Maintenance	146.33
20649	Nov 27	Bella T Inc.	Building Maintenance	2,500.00
20650	Nov 27	Burns Industrial Supply	Building Operating Supplies	166.70
20651	Nov 27	Cargill Inc.	Supplies for Snow Removal	6,448.91
20652	Nov 27	COMED - Garage	Utilities at Garage	233.74
20653	Nov 27	COMED - Street Lighting	Utilities Street Lighting	4,058.73
20654	Nov 27	COMED - Traffic Signals	Utilities Traffic Signals	48.05

20655	Nov 27	Conserv FS	Fuel	3,672.16
20656	Nov 27	Des Plaines Material & Supply	Supplies for Right of Way	1,290.25
20657	Nov 27	VOID	VOID	-
20658	Nov 27	Golf Mill Ford	Equipment Leasing & Maintenance	343.01
20659	Nov 27	Grainger Inc.	Building Equipment	190.80
20660V	Nov 27	Void	Void	-
20661	Nov 27	Healy Asphalt Co. LLC	Cold Patch Supplies	126.04
20662	Nov 27	Home Depot Credit Services	Building Operating Supplies	124.47
20663	Nov 27	Interstate Billing Service, Inc.	Equipment Leasing & Maintenance	206.70
20664	Nov 27	Kevin W. Mortell & Toni Miller	Wage Garnishments	655.74
20665	Nov 27	Macmunnis Inc. AAF COM ED	Offsite Storage	314.00
20666	Nov 27	Metro Federal Credit Union	Office Supplies	347.88
20667	Nov 27	Morton Grove Automotive West	Equipment Leasing & Maintenance	185.00
20668	Nov 27	Napa Auto Parts - Des Plaines	Equipment Supplies	1,198.59
20669	Nov 27	R.A. Adams Enterprises, Inc.	Equipment Leasing & Maintenance	65.77
20670	Nov 27	Russo's Power Equipment Inc.	Building Operating Supplies	336.04
20671	Nov 27	Sam's Club MC/SYNCB	Building Operating Supplies	5.50
20672	Nov 27	Security Benefit	Deferred Comp.	1,090.00
20673	Nov 27	Spaceco, Inc.	Engineering Services	3,232.50
20674	Nov 27	Twp. Hwy. Comm. Assn. OF	Annual Dues	350.00
20675	Nov 27	Township Officials of IL	2019 Alcohol & Drug Testing	540.00
20676	Nov 27	West Side Tractor Sales	Equipment Leasing & Maintenance	742.59
20677	Nov 27	Wholesale Direct Inc.	Equipment Supplies	1,196.99
20678	Nov 27	Direct Electric, Inc.	Equipment Leasing & Maintenance	1,580.00
20679	Nov 27	Capital One - Menards	Building Operating Supplies	178.20
				\$ 124,944.29

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of November 2, 2018 and November 16, 2018 and Road District Checks #20634 through Check #20679 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 27TH DAY OF NOVEMBER, 2018

Supervisor

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF NOVEMBER 2, 2018
AND NOVEMBER 16, 2018 AND GENERAL TOWN FUND CHECKS #56350
THROUGH CHECK #56416 IN THE AMOUNT OF \$290,557.70.

Maine Township General Town Fund

NOVEMBER 2018

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
56350	Oct 24	COMCAST Business	Internet and FAX Service	319.71
56351	Oct 24	Tom Vaughn - Chapter 13 Trustee	Wage Garnishment	397.00
56352	Nov 1	The Lincoln National	Vol Life Insurance	104.89
56353	Nov 1	AFLAC	AFLAC	92.06
56354	Nov 1	Republic Svc#551	Pick Up Service	235.54
56355	Nov 1	Blue Cross Blue Shield	November Health Insurance	64,367.86
56356	Nov 1	NCPERS Group Life Ins.	IMRF Vol. Life Insurance	96.00
56357	Nov 1	The Lincoln National	Life Insurance	298.00
56358V	Nov 1	VOID	VOID	-
56359	Nov 1	Vision Service Plan (IL)	VSP Vol Vision Insurance	118.16
56360	Nov 2	AQUA Illinois, Inc.	Utilities - Water & Sewer	183.97
56361	Nov 2	DISH	Utilities - Monthly Cable TV Bill	45.02
Wire	Nov 2	Federal Electronic Payroll System	Federal Taxes	15,494.77
Wire	Nov 2	Illinois Department Of Revenue	State Taxes	2,904.27
S/C	Nov 2	Paychex	Service Fee	354.54
3320	Nov 2	Susan Moylan Krey	Payroll Check	624.77
3321	Nov 2	Walter Kazmierczak	Payroll Check	4,126.31
3322	Nov 2	David A. Carrabotta	Payroll Check	-
3323	Nov 2	Dorothy D. Moran	Payroll Check	505.70
Dir.Deposit	Nov 2	Laura J. Morask	Payroll Check	777.17
Dir.Deposit	Nov 2	Peter W. Gialamas	Payroll Check	366.36
Dir.Deposit	Nov 2	Claire R. McKenzie	Payroll Check	434.81
Dir.Deposit	Nov 2	Kimberly Jones	Payroll Check	415.89
Dir.Deposit	Nov 2	Susan Kelly Sweeney	Payroll Check	453.17
Dir.Deposit	Nov 2	Dayna E. Berman	Payroll Check	2,678.62
Dir.Deposit	Nov 2	Denise M. Jajko	Payroll Check	1,687.25
Dir.Deposit	Nov 2	Doriene K. Prorak	Payroll Check	1,475.76
Dir.Deposit	Nov 2	Jessica M. Fox	Payroll Check	803.08
Dir.Deposit	Nov 2	Jonathon W. Kaehn	Payroll Check	474.43
Dir.Deposit	Nov 2	Karina Padilla	Payroll Check	342.77
Dir.Deposit	Nov 2	Marty Cook	Payroll Check	631.15
Dir.Deposit	Nov 2	Michael A. Samaan	Payroll Check	1,491.26
Dir.Deposit	Nov 2	Nader A. Ghazaleh Sr.	Payroll Check	1,115.34
Dir.Deposit	Nov 2	Nicholas W. Kanehl	Payroll Check	869.31
Dir.Deposit	Nov 2	Ramsin S. Youkhanes	Payroll Check	67.73
Dir.Deposit	Nov 2	Robert M. Carrozza	Payroll Check	72.69
Dir.Deposit	Nov 2	Sophia R. Nyanue	Payroll Check	158.02
Dir.Deposit	Nov 2	Stephen T. Basista	Payroll Check	369.40
Dir.Deposit	Nov 2	Tracy D. Cummings	Payroll Check	1,263.65
Dir.Deposit	Nov 2	Victoria K. Rizzo	Payroll Check	1,657.17
Dir.Deposit	Nov 2	Debra A. Babich	Payroll Check	1,418.65

Dir.Deposit	Nov 2	Elizabeth J. Coy	Payroll Check	1,364.83
Dir.Deposit	Nov 2	Faris E. Dababneh	Payroll Check	1,033.17
Dir.Deposit	Nov 2	Mary Dolores Phillips	Payroll Check	618.32
Dir.Deposit	Nov 2	Anne M. Kolpak-Camarano	Payroll Check	1,267.84
Dir.Deposit	Nov 2	Anna E. Lydka	Payroll Check	1,481.06
Dir.Deposit	Nov 2	Austin S. Kelso	Payroll Check	1,053.16
Dir.Deposit	Nov 2	Kristina A. Christie	Payroll Check	907.51
Dir.Deposit	Nov 2	Naomi J. Bowman	Payroll Check	1,062.69
Dir.Deposit	Nov 2	Richard D. Lyon	Payroll Check	2,211.85
Dir.Deposit	Nov 2	Yessenia Cornejo	Payroll Check	1,339.49
Dir.Deposit	Nov 2	Marie C. Dachniwsky	Payroll Check	1,410.77
Dir.Deposit	Nov 2	Monika Jaroszewicz	Payroll Check	1,319.07
Dir.Deposit	Nov 2	Oksana T. Bukaczyk	Payroll Check	1,149.05
Dir.Deposit	Nov 2	Therese A. Tully	Payroll Check	1,471.38
Dir.Deposit	Nov 2	Annette Galante	Payroll Check	997.93
Dir.Deposit	Nov 2	Catherine Fredericksen	Payroll Check	422.95
Dir.Deposit	Nov 2	Rosalind Luburich	Payroll Check	477.58
Dir.Deposit	Nov 2	Wieslawa Tytko	Payroll Check	1,609.14
Dir.Deposit	Nov 2	Dagmar Rutzen	Payroll Check	458.70
56362	Nov 5	COMED	Utilities - Service	215.29
Wire	Nov 9	IMRF	Illinois Municipal Retirement Fund	21,817.17
56363	Nov 13	Access One, Inc.	Telecommunications	132.13
Wire	Nov 16	Paychex ESR & FSA	Time Attendance Fee	566.45
Wire	Nov 16	Federal Electronic Payroll System	Federal Taxes	13,412.17
Wire	Nov 16	Illinois Department Of Revenue	State Taxes	2,556.74
S/C	Nov 16	Paychex	Service Fee	332.14
3324	Nov 16	Susan Moylan Krey	Payroll Check	624.82
3325	Nov 16	Dorothy D. Moran	Payroll Check	456.53
Dir.Deposit	Nov 16	Laura J. Morask	Payroll Check	777.17
Dir.Deposit	Nov 16	Peter W. Gialamas	Payroll Check	366.36
Dir.Deposit	Nov 16	Dayna E. Berman	Payroll Check	2,678.62
Dir.Deposit	Nov 16	Denise M. Jajko	Payroll Check	1,687.25
Dir.Deposit	Nov 16	Doriene K. Prorak	Payroll Check	1,475.76
Dir.Deposit	Nov 16	Jessica M. Fox	Payroll Check	803.08
Dir.Deposit	Nov 16	Jonathon W. Kaehn	Payroll Check	474.43
Dir.Deposit	Nov 16	Karina Padilla	Payroll Check	299.07
Dir.Deposit	Nov 16	Marty Cook	Payroll Check	631.15
Dir.Deposit	Nov 16	Michael A. Samaan	Payroll Check	1,491.26
Dir.Deposit	Nov 16	Nader A. Ghazaleh Sr.	Payroll Check	1,115.34
Dir.Deposit	Nov 16	Nicholas W. Kanehl	Payroll Check	869.31
Dir.Deposit	Nov 16	Ramsin S. Youkhanes	Payroll Check	76.47
Dir.Deposit	Nov 16	Robert M. Carrozza	Payroll Check	132.55
Dir.Deposit	Nov 16	Sophia R. Nyanue	Payroll Check	72.95
Dir.Deposit	Nov 16	Stephen T. Basista	Payroll Check	246.43
Dir.Deposit	Nov 16	Tracy D. Cummings	Payroll Check	1,065.15
Dir.Deposit	Nov 16	Victoria K. Rizzo	Payroll Check	1,657.17
Dir.Deposit	Nov 16	Debra A. Babich	Payroll Check	1,418.60

Dir.Deposit	Nov 16	Elizabeth J. Coy	Payroll Check	1,364.83
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Dir.Deposit	Nov 16	Oksana T. Bukaczyk	Payroll Check	1,149.05
Dir.Deposit	Nov 16	Therese A. Tully	Payroll Check	1,471.38
Dir.Deposit	Nov 16	Annette Galante	Payroll Check	993.00
Dir.Deposit	Nov 16	Catherine Fredericksen	Payroll Check	391.92
Dir.Deposit	Nov 16	Rosalind Luburich	Payroll Check	516.59
Dir.Deposit	Nov 16	Wieslawa Tytko	Payroll Check	1,609.14
Dir.Deposit	Nov 16	Dagmar Rutzen	Payroll Check	218.83
56364	Nov 19	Nicor Gas	Utilities - Service	524.74
56365	Nov 27	All Season Maintenance, Inc.	November Lawn Care	1,550.00
56366	Nov 27	American Charge Service	Transportation/Mainline Vouchers	55.00
56367	Nov 27	Ancel, Glink, Diamond, Bush	Legal Fees / Services	9,334.45
56368	Nov 27	Anderson Lock Company Ltd.	Maintenance / Front Door Repair	322.50
56369	Nov 27	Anderson Pest Solutions	November 2018 Pest Management	96.05
56370	Nov 27	Avenues to Independence	Grant Payment 7	4,048.33
56371	Nov 27	Balloons by Laura, LLC	Special Programs / Balloons	157.50
56372	Nov 27	Barton Marketing Group	Community Information / October	3,541.00
56373	Nov 27	Bond, Dickson & Associates, PC	IMRF Legal Fees / Services	4,506.60
56374	Nov 27	Canteen Refreshment Services	Operating Supplies / Coffee	451.66
56375	Nov 27	The Center Concern	Grant Payment 9	3,233.33
56376	Nov 27	Kristina Christie	Mileage Reimbursement	11.99
56377	Nov 27	Cook County Sheriff's	Police Protection	4,000.00
56378	Nov 27	Corporate Imaging Concepts, LLC	Maine Twp. Recovery Connection	284.00
56379	Nov 27	Elizabeth Coy - Reimbursement	Mileage Reimbursement	38.78
56380	Nov 27	Damiano Diesel Service	Vehicle Expense - OEM	252.20
56381	Nov 27	Edison Davao	Special Programs / Entertainment	300.00
56382	Nov 27	Office Equipment Leasing Co.	Print Management	2,052.03
56383	Nov 27	District 63 Education	Grant Payments 7 & 8	4,541.68
56384	Nov 27	Evans, Marshall and Pease, PC	Accounting Services	1,215.00
56385	Nov 27	Garvey's Office Products	Operating Supplies/Office Supplies	906.04
56386	Nov 27	Graphic Solutions, Inc.	Printing-Publishing/Program Ad	65.00
56387	Nov 27	Honor Flight Chicago	Honor Flight	1,000.00
56388	Nov 27	The Josselyn Center	Grant Payment 8	9,203.00
56389	Nov 27	Journal & Topics Newspapers	Printing-Publishing/ Legals / Ads	932.26
56390	Nov 27	Kim Cleland	Recovery Connection / Yoga	360.00
56391	Nov 27	Richard Lyon	Mileage Reimbursement	355.72

56392	Nov 27	Maine Niles Assoc of Spec Rec	Scholarship Fund	540.00
56393	Nov 27	Susan Moylan Krey	Mileage Reimbursement	27.15
56394	Nov 27	Niles Flash Cab	Transportation/Maineline Vouchers	425.00
56395	Nov 27	NW Suburban Day Care Ctr	Grant Payment 9	3,482.50
56396	Nov 27	Older Adult Services	Grant Payment 3	1,290.00
56397	Nov 27	Park Ridge Dispatch, Inc.	Transportation/Maineline Vouchers	295.00
56398	Nov 27	Pitney Bowes Purchase Power	Postage /Clerk Passports	968.00
56399	Nov 27	Presstech, Inc.	Maine Township Maps	1,400.00
56400	Nov 27	Security Benefit	Deferred Compensation	1,310.00
56401	Nov 27	Sunrise Grill & Catering, Inc.	Maine Twp. Recovery Connection	435.60
56402	Nov 27	Turning Point Behavioral	Grant Payment 8	3,933.33
56403	Nov 27	United Dispatch	Transportation/Maineline Vouchers	105.00
56404	Nov 27	United States Postal Serv	Postage for Meter	5,000.00
56405	Nov 27	Tom Vaughn - Chapter 13 Trustee	Wage Garnishment	397.00
56406	Nov 27	Verizon Wireless - Admin	Telecommunications	166.69
56407	Nov 27	Warehouse Direct	Office Supplies/Computer Support	3,857.00
56408V	Nov 27	Void	Void	-
56409	Nov 27	Metro Federal Credit Union	Maine Twp. Recovery Connection	1,401.30
56410	Nov 27	Metro Federal Credit Union	Operating Supplies/Office Supplies	856.28
56411V	Nov 27	Void	Void	-
56412	Nov 27	Metro Federal Credit Union	Special Programs / Miscellaneous	1,197.37
56413V	Nov 27	Void	Void	-
56414V	Nov 27	Void	Void	-
56415	Nov 27	Metro Federal Credit Union	Code Enforcement	140.00
56416	Nov 27	Metro Federal Credit Union	Special Programs	171.65
				\$ 290,557.70

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of November 2, 2018 and November 16, 2018 and General Town Fund Checks #56350 through Check #56416 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 27TH DAY OF NOVEMBER 2018.

Supervisor

Clerk

Trustees

From: "Richard Lyon" <rlyon@mainetown.com>
Date: November 20, 2018 at 9:26:39 AM CST
To: "Laura Morask" <lmorask@mainetown.com>
Subject: Managed Print Services RFPs

Laura,

As you requested, I put together a comparison between the two latest RFPs for managed print services along with a recommendation.

Laser Printers (11)

The DPOE black and white desktop laser printers (Kyocera FS-P3050dn) are 10 ppm faster than the Warehouse Direct ones (HP M402dne). I'm not sure how other stats compare since information included about DPOE's printers was limited. Since these likely would be primarily low-volume printers used by individuals, I don't see the difference in speed between both models being that significant overall.

Multi-Function Printers (3)

In both of DPOE's proposal options, the speed on their MFPs (Sharp MX-M4070/Kyocera CS-4002i) was identical to the Warehouse Direct one (Kyocera CS-4002i) at 40 ppm and in their second proposal they have the identical model as Warehouse Direct. I see both options in this category as essentially equal.

Multi-Function Color Printer (1)

In DPOE's proposal option 1 their color MFP (Sharp MX-6580N) prints at 65 ppm, which is faster than any of the Warehouse Direct models (32, 40, or 60 ppm) in their 3 proposals. In DPOE's proposal option 2 their color MFP (Kyocera CS-5052ci) prints at 50 ppm, which is faster than 2 of the Warehouse Direct models (32, 40 ppm) in their 3 proposals, but slower than the third (60 ppm). An exact comparison is difficult in this category since different brands and models are included. It would be helpful to have the ppm at least equal to the black and white MFPs (40 ppm) so I would suggest eliminating the 32 ppm option, which would leave 40, 50, 60, and 65 ppm models to consider.

Interactive Whiteboard (1)

The Warehouse Direct interactive whiteboard is 5" larger and has superior resolution (4K not just HD) compared to DPOE's model, which will make it easier for large audiences to see the content displayed on the screen during presentations since the picture quality is twice as good. I see the Warehouse Direct option here as the clear winner.

Cost

For DPOE's quotes I added in the \$25/month cost of the tri-fold finisher since that is included in Warehouse Direct's proposals making DPOE option 1 \$1357/month and DPOE option 2 \$1501/month. Warehouse Direct's proposals are \$1289, \$1307, and \$1389/month, respectively, with the only different I can see being the speed of the color MFP. Not being familiar with the differences between Sharp and Kyocera equipment I cannot factor in the differences between them that is reflected in the different cost proposals. The Warehouse Direct price would be fixed, but there will be overages with DPOE's pricing if volume is exceeded. Also, I believe there is a typo in DPOE proposal where it states color overages would be billed at \$0.007/image. I think this should read \$0.07/image, which would make more sense considering the black and white overages are billed at \$0.055/image and color copies are more expensive.

Conclusion

I see an advantage to having predictable, fixed pricing with no overages throughout the term of the contract that Warehouse Direct is offering. It could also be an advantage to have print services and IT managed by the same company since there are many levels of integration between the two. Warehouse Direct is also offering a better interactive whiteboard, which would be an upgrade over what we are using currently. As mentioned previously, I would suggest eliminating the \$1289/month Warehouse Direct option (slowest color MFP 32 ppm speed) since the next level of 40 ppm is only \$18 more per month. The most closely equal comparison between proposals I can see is taking DPOE's option 2 with Kyocera color MFP (50 ppm) and comparing it to Warehouse Direct's option 3 also with Kyocera color MFP (60 ppm). The DPOE price in this scenario is \$112 more per month for color MFP with 10 ppm slower printing. In my opinion, I would recommend the \$1389/month Warehouse Direct option as the better value, but the \$1307/month option would also be good if cost is the greater consideration over speed.

I hope this helps in your decision making process. Please let me know if you need anything else.

Best,
Richard

Richard Lyon, MA, LCPC, CADC, CAMS-II
Director
MaineStay Youth & Family Services
1700 Ballard Road
Park Ridge, Illinois 60068
224-257-4869
847-297-5914 Fax
www.maintown.com

The mission of MaineStay Youth & Family Services is to support the growth of healthier families in the Maine Township community by providing affordable strength-based counseling and comprehensive programs focused on prevention and education.

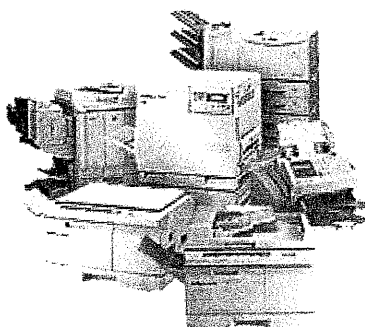
Notice of Confidentiality to recipient of this Electronic Message: This Electronic Message may contain confidential information of Maine Township and/or its clients. It is intended only for the person(s) named, and the information in such Electronic Message shall only be used by the person(s) named for 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.

Warehouse Direct Document Management

Document Management Proposal:

For: Maine Township-

November 2018



Copystar

Kyocera

HP

Kyocera

Copystar

HP

Warehouse
Direct

Prepared by:

**Bob Nicolin/John Amburgey-Account
Manager/Specialist**

(847) 631-0318.

**Warehouse Direct Document
Management Division**

November 2018

The contents of this proposal are considered to be Warehouse Direct private data and are provided for the exclusive use of Maine Township. This is for informational purposes only and does not constitute a contract or an offer to contract.

**WAREHOUSE DIRECT BUSINESS PRODUCTS
AND SERVICES**

Warehouse Direct - Customer Referral List

1. Christina Hansen – Pachter, Gregory – 847-317-7350
2. Jackie Heinz-Snap On Credit – 847-782-7819
3. Carolyn Zak-Rimland Services-847-328-4090
4. Chris Kasper- Hoffman Estates Police Dept – 847-781-2868
5. Molly Clark-Soaring Eagle Academy – 630-323-2900
6. Maureen Garcia-Tom Peck Ford/Huntley-847-669-6060
7. Anna Gallup-Lyon & Caron, LLP – 847-267-8155
8. Mike Alkatout – Chicago Children’s Museum-312-464-7738
9. Bruce Kerlin-Barrington Orthopedics-847-285-4238
10. Kathy Stinson – North Suburban Synagogue-847-432-8900



Document Solutions

For more information, please contact:

Robert Kelly
KYOCERA Document Solutions America
robert.kelly@da.kyocera.com

Kyocera Named Most Reliable Color Copier MFP Brand

Keypoint Intelligence - Buyers Lab evaluates six years of data for hundreds of devices in determining #1 overall dependability.

FAIRFIELD, N.J. – July 11, 2018 – KYOCERA Document Solutions America, Inc., one of the world's leading document solutions companies, today announced an unprecedented win from the experts at Keypoint Intelligence - Buyers Lab: the inaugural Award for Most Reliable Color Copier MFP Brand.

"It's truly an honor for us," said KYOCERA Document Solutions America President & CEO Yukio Ikeda. "Reliability has always been a hallmark of the Kyocera name. To have our entire line of A3 color devices recognized in this way – and by such an esteemed authority – is a wonderful validation of what we stand for as a brand."

Reliability Across the Entire Line

The award is part of an entirely new category at BLI, which typically evaluates reliability of individual devices. This award provides customers with a new perspective on the brands they choose – one that looks across the full line of devices. The criteria are evaluated over the long term; the next series of these awards will be presented in 2021.

Every Kyocera Device Scores a Perfect 10

BLI factored in six-years-worth of data from 2012 to 2018, reviewing hundreds of machines, from every vendor's line. They looked at all devices in the A3 color line-up, calculating misfeeds, service calls, and total tested impressions. Kyocera emerged the clear winner, with BLI calling the company's line a "shoo-in."

"All of Kyocera's color copiers demonstrated excellent reliability, with every device scoring 10 out of 10," noted George Mikolay, Associate Director of Copiers/Production for Keypoint Intelligence - Buyers Lab. "With a low misfeed rate and zero service interventions required, Kyocera color copier MFPs are designed to keep users productive."

ABOUT KEYPOINT INTELLIGENCE - BUYERS LAB

Keypoint Intelligence is a one-stop shop for the digital imaging industry. With their unparalleled tools and unmatched depth of knowledge, they cut through the noise of data to offer clients the

unbiased insights and responsive tools they need in those mission-critical moments that define their products and empower their sales.

For over 50 years, Buyers Lab has been the global document imaging industry's resource for unbiased and reliable information, test data, and competitive selling tools. What started out as a consumer-based publication about office equipment has become an all-encompassing industry resource. In a landscape that's ever evolving, we change with it.

ABOUT KYOCERA DOCUMENT SOLUTIONS AMERICA

KYOCERA Document Solutions America, Inc. (<https://usa.kyoceradocumentsolutions.com>), headquartered in Fairfield, N.J., is a leading provider of computer-connectable document imaging and document management systems, including network-ready digital MFPs/printers, laser printers, color MFPs/printers, digital laser facsimiles, and multifunctional and wide format imaging solutions. KYOCERA Document Solutions America is a group company of KYOCERA Document Solutions Inc., a core company of the KYOCERA Corporation, the world's leading developer and manufacturer of advanced ceramics and associated products, including telecommunications equipment, semiconductor packages and electronic components.

KYOCERA Document Solutions America, the first document solutions company with third-party certified sales data, has received numerous honors for its products' high performance, reliability, and cost efficiency. KYOCERA Corporation's consolidated net revenues were in excess of \$14 billion for the fiscal year ending on March 31, 2018.

**Warehouse Direct Document Management Division
HP Printer Proposal-HP M402dne Monochrome Laser Printer
Maine Township – November 2018
John Amburgey/Bob Nicolin – 847-631-0318**

HP M402dne Monochrome Laser Printer:

40 pages a minute monochrome Laser Printer

Auto Duplex-Included

250 sheet paper tray-adjustable to legal size paper-8.5x14-Legal size

100 sheet Multi-Purpose Tray-for Envelopes/Heavier Bond Papers

256MB of Memory

1200 DPI Resolution

Monthly Volume from 4,000 to 40,000

HP ePrint/Apple AirPrint/Google Cloud Print

Network Ready-Gigabit Ethernet

HP Auto On/Off Technology

5.6 second First Print-Out Time

Eleven (11) Printers will be INCLUDED

See Proposal Summary for Pricing

Optional Second Tray

**Warehouse Direct Document Management Division
2001 S. Mt. Prospect Road
Des Plaines, IL 60018
John Amburgey/Bob Nicolin – 847-631-0318; Cell: 224-523-3612**

**WAREHOUSE DIRECT DOCUMENT MANAGEMENT
COPYSTAR BY KYOCERA MONOCHROME PROPOSAL-Model CS 4002i**

FOR: Maine Township – November 2018

PREPARED BY: John Amburgey/Bob Nicolin – 847-631-0318.

Copystar/Kyocera CS 4002i Digital Monochrome MFP System:

40 pages a minute monochrome

270 sheet Dual Scan Document Processor

Auto Duplex unit

Four (4) 500 sheet paper trays – adjustable to 12x18 size paper

150 sheet Multi-Purpose Tray – up to 120lb paper

Electronic Sorting

150,000 page a month duty cycle

4GB of memory

8GB SSD Hard Drive for Faster Start Times

320GB Hard Drive for job storage

Network Monochrome Laser Printing - Standard

Network COLOR SCANNING - Standard

Scan speeds of up to 180 images per minute

Scan to files

Scan to PC

Scan to email

Scan to Server

Scan to Folders

Scan to Applications

Color Touch Screen Interface

Reduce and Enlarge from 25% to 400%

Margin Shift

Page Numbering

Form Overlay

Job Programming

1,000 Sheet Finisher for Stapling/Sorting

See Proposal Summary for Pricing

Warehouse Direct Document Management Division

Maine Township-November 2018

John Amburgey/Bob Nicolin – 847-631-0318.

WAREHOUSE DIRECT DOCUMENT MANAGEMENT DIVISION
COPYSTAR by KYOCERA COLOR PROPOSAL-Model CS 3252ci Color MFP
For: Maine Township-November 2018
Prepared by: John Amburgey/Bob Nicolin-847-631-0318.

Copystar/Kyocera CS 3252ci COLOR MFP SYSTEM:

32 pages a minute color

32 pages a minute black/white

270 sheet Dual Scan Document Processor

Auto Duplex Unit

Four (4) 500 sheet paper trays – adjustable to 12x18 size paper

150 sheet Multi-Purpose Tray – for Heavier Bond Papers

Reduce and Enlarge from 25% to 400%

125,000 page a month DUTY CYCLE

4GB of Memory for faster processing

320GB Hard Drive for Job Storage and Faster Job Processing

Network Color Laser Printing-STANDARD

Network Color Scanning-STANDARD

Scan to files

Scan to PC

Scan to Server

Scan to email

Scan to folders

Scan to applications

Scan to FTP Server

Scans speeds up to 160 images a minute, 160 images a minute in color

4,000 Sheet Finisher for Stapling and Sorting

Booklet Fold/Tri-Fold Unit INCLUDED

Two/Three Hole Punch Unit INCLUDED

Warehouse Direct Document Management Division
Color MFP Proposal-Maine Township-November 2018
John Amburgey/Bob Nicolin: 847-631-0318; Cell: 224-523-3612.

**WAREHOUSE DIRECT DOCUMENT MANAGEMENT DIVISION
COPYSTAR by KYOCERA COLOR PROPOSAL-Model CS 4052ci Color MFP**

For: Maine Township-November 2018

Prepared by: John Amburgey/Bob Nicolin-847-631-0318.

Copystar/Kyocera CS 4052ci COLOR MFP SYSTEM:

40 pages a minute color

40 pages a minute black/white

270 sheet Dual Scan Document Processor

Auto Duplex Unit

Four (4) 500 sheet paper trays – adjustable to 12x18 size paper

150 sheet Multi-Purpose Tray – for Heavier Bond Papers

Reduce and Enlarge from 25% to 400%

200,000 page a month DUTY CYCLE

4GB of Memory for faster processing

8GB SSD Hard Drive for faster start up time

320GB Hard Drive for Job Storage and Faster Job Processing

Network Color Laser Printing-STANDARD

Network Color Scanning-STANDARD

Scan to files

Scan to PC

Scan to Server

Scan to email

Scan to folders

Scan to applications

Scan to FTP Server

Scans speeds up to 180 images a minute, 180 images a minute in color

4,000 Sheet Finisher for Stapling and Sorting

Booklet Fold/Tri-Fold Unit INCLUDED

Two/Three Hole Punch Unit INCLUDED

**Warehouse Direct Document Management Division
Color MFP Proposal-Maine Township-November 2018
John Amburgey/Bob Nicolin: 847-631-0318; Cell: 224-523-3612.**

**WAREHOUSE DIRECT DOCUMENT MANAGEMENT DIVISION
COPYSTAR by KYOCERA COLOR PROPOSAL-Model CS 5052ci Color MFP**

For: Maine Township-November 2018

Prepared by: John Amburgey/Bob Nicolin-847-631-0318.

Copystar/Kyocera CS 5052ci COLOR MFP SYSTEM:

50 pages a minute color

50 pages a minute black/white

270 sheet Dual Scan Document Processor

Auto Duplex Unit

Four (4) 500 sheet paper trays – adjustable to 12x18 size paper

150 sheet Multi-Purpose Tray – for Heavier Bond Papers

Reduce and Enlarge from 25% to 400%

250,000 page a month DUTY CYCLE

4GB of Memory for faster processing

8GB SSD Hard Drive for faster start up time

320GB Hard Drive for Job Storage and Faster Job Processing

Network Color Laser Printing-STANDARD

Network Color Scanning-STANDARD

Scan to files

Scan to PC

Scan to Server

Scan to email

Scan to folders

Scan to applications

Scan to FTP Server

Scans speeds up to 180 images a minute, 180 images a minute in color

4,000 Sheet Finisher for Stapling and Sorting

Booklet Fold/Tri-Fold Unit INCLUDED

Two/Three Hole Punch Unit INCLUDED

**Warehouse Direct Document Management Division
Color MFP Proposal-Maine Township-November 2018
John Amburgey/Bob Nicolin: 847-631-0318; Cell: 224-523-3612.**

**WAREHOUSE DIRECT DOCUMENT MANAGEMENT DIVISION
COPYSTAR by KYOCERA COLOR PROPOSAL-Model CS 6052ci Color MFP**

For: Maine Township-November 2018

Prepared by: John Amburgey/Bob Nicolin-847-631-0318.

Copystar/Kyocera CS 6052ci COLOR MFP SYSTEM:

55 pages a minute color

60 pages a minute black/white

270 sheet Dual Scan Document Processor

Auto Duplex Unit

Four (4) 500 sheet paper trays – adjustable to 12x18 size paper

150 sheet Multi-Purpose Tray – for Heavier Bond Papers

Reduce and Enlarge from 25% to 400%

250,000 page a month DUTY CYCLE

4GB of Memory for faster processing

8GB SSD Hard Drive for faster start up time

320GB Hard Drive for Job Storage and Faster Job Processing

Network Color Laser Printing-STANDARD

Network Color Scanning-STANDARD

Scan to files

Scan to PC

Scan to Server

Scan to email

Scan to folders

Scan to applications

Scan to FTP Server

Scans speeds up to 180 images a minute, 180 images a minute in color

4,000 Sheet Finisher for Stapling and Sorting

Booklet Fold/Tri-Fold Unit INCLUDED

Two/Three Hole Punch Unit INCLUDED

**Warehouse Direct Document Management Division
Color MFP Proposal-Maine Township-November 2018
John Amburgey/Bob Nicolin: 847-631-0318; Cell: 224-523-3612.**

**Warehouse Direct Document Management Division
Ricoh Interactive Whiteboard Proposal-Model D7500**

Maine Township – November 2018

John Amburgey/Bob Nicolin – 847-631-0318

Ricoh D7500 Interactive Whiteboard Proposal Highlights:

75" Interactive Whiteboard

3,840 x 2,160 dpi (4k)

1.07 Billion Colors (10 bit color processing)

8 Millisecond Response Time

Windows 10 Controller

Intel Core I5 Processor

500GB Hard Drive/16GB Memory

Built In Speakers – 12W x 2 Stereo

VGA, HDMI, DVI-D, DisplayPort Connections

Backlight

Auto Adjust Screen

Whiteboard Stand-INCLUDED

See attached Brochure for more complete specifications

See Proposal Summary for Pricing

Warehouse Direct Document Management Division

2001 S. Mt. Prospect Road

Des Plaines, IL 60018

John Amburgey/Bob Nicolin – 847-631-0318; Cell: 224-523-3612

Warehouse Direct Document Management Division

Proposal Pricing Summary

Prepared For: Maine Township

By: John Amburgey/Bob Nicolin-Account Manager/Specialist

-With CS 3252ci COLOL MFP Machine - November 2018

Lease Pricing:

Lease pricing will include the following NEW machines:

One (1) Copystar/Kyocera CS 3252ci Color MFP

Three (3) Copystar/Kyocera CS 4002i Monochrome MFP Units

Eleven (11) HP M402den Monochrome Laser Printers

One (1) Ricoh D7500, 75" Interactive Whiteboard

Lease Pricing:

29 month Lease Price:

\$1,289.00 a month.

Lease pricing INCLUDES Maintenance and Supplies for the entire term listed above, There will be NO Copy/Overage Charges for the term of this 29 month Lease.

Proposal Notes:

Delivery, setup, training are included in this Proposal.

Tax is not included.

Lease Pricing is Fair Market Value, EXCEPT the Ricoh Whiteboard, this is \$1.00 out at the end of the respective term selected.

Page 2

Maine Township

Continued

Warehouse Direct Proposal Summary Continued

Proposal Notes Continued:

This Proposal will also INCLUDE sending the existing machines back to the current Leasing Company at NO additional charge to Maine Township.

Warehouse Direct utilizes FM Audit for automatic toner ordering, and reporting, these reports will work in-conjunction with the machines in order to charge back departments for copies, prints.

Warehouse Direct DOES NOT charge for delivery of ANY supplies.

There is NO charge for ANY Service Call under this contract, everything is covered for the term of the lease selected.

There is NO limit for End User Training, this is unlimited, and there are NO extra charges for this service.

All updates will be handled by Warehouse Direct technicians, this is usually done Quarterly, but will be completed when requested.

***Warehouse Direct Document Management Division-Proposal
John Amburgey/Bob Nicolin – 224-523-3612-Please contact us
with any Questions***

Warehouse Direct Document Management Division
Proposal Pricing Summary

Prepared For: Maine Township

By: John Amburgey/Bob Nicolin-Account Manager/Specialist

-With CS 4052ci COLOL MFP Machine - November 2018

Lease Pricing:

Lease pricing will include the following NEW machines:

One (1) Copystar/Kyocera CS 4052ci Color MFP

Three (3) Copystar/Kyocera CS 4002i Monochrome MFP Units

Eleven (11) HP M402den Monochrome Laser Printers

One (1) Ricoh D7500, 75" Interactive Whiteboard

Lease Pricing:

29 month Lease Price:

\$1,307.08 a month.

Lease pricing INCLUDES Maintenance and Supplies for the entire term listed above, There will be NO Copy/Overage Charges for the term of this 29 month Lease.

Proposal Notes:

Delivery, setup, training are included in this Proposal.

Tax is not included.

Lease Pricing is Fair Market Value, EXCEPT the Ricoh Whiteboard, this is \$1.00 out at the end of the respective term selected.

Page 2

Maine Township

Continued

Warehouse Direct Proposal Summary Continued

Proposal Notes Continued:

This Proposal will also INCLUDE sending the existing machines back to the current Leasing Company at NO additional charge to Maine Township.

Warehouse Direct utilizes FM Audit for automatic toner ordering, and reporting, these reports will work in-conjunction with the machines in order to charge back departments for copies, prints.

Warehouse Direct DOES NOT charge for delivery of ANY supplies.

There is NO charge for ANY Service Call under this contract, everything is covered for the term of the lease selected.

There is NO limit for End User Training, this is unlimited, and there are NO extra charges for this service.

All updates will be handled by Warehouse Direct technicians, this is usually done Quarterly, but will be completed when requested.

***Warehouse Direct Document Management Division-Proposal
John Amburgey/Bob Nicolin – 224-523-3612-Please contact us
with any Questions***

Warehouse Direct Document Management Division
Proposal Pricing Summary

Prepared For: Maine Township

By: John Amburgey/Bob Nicolin-Account Manager/Specialist

November 2018

Lease Pricing:

Lease pricing will include the following NEW machines:

One (1) Copystar/Kyocera CS 5052ci Color MFP

Three (3) Copystar/Kyocera CS 4002i Monochrome MFP Units

Eleven (11) HP M402den Monochrome Laser Printers

One (1) Ricoh D7500, 75" Interactive Whiteboard

Lease Pricing:

29 month Lease Price:

\$1,347.89 a month.

Lease pricing INCLUDES Maintenance and Supplies for the entire term listed above, There will be NO Copy/Overage Charges for the term of this 29 month Lease.

Proposal Notes:

Delivery, setup, training are included in this Proposal.

Tax is not included.

Lease Pricing is Fair Market Value, EXCEPT the Ricoh Whiteboard, this is \$1.00 out at the end of the respective term selected.

Page 2

Maine Township

Continued

Warehouse Direct Proposal Summary Continued

Proposal Notes Continued:

This Proposal will also INCLUDE sending the existing machines back to the current Leasing Company at NO additional charge to Maine Township.

Warehouse Direct utilizes FM Audit for automatic toner ordering, and reporting, these reports will work in-conjunction with the machines in order to charge back departments for copies, prints.

Warehouse Direct DOES NOT charge for delivery of ANY supplies.

There is NO charge for ANY Service Call under this contract, everything is covered for the term of the lease selected.

There is NO limit for End User Training, this is unlimited, and there are NO extra charges for this service.

All updates will be handled by Warehouse Direct technicians, this is usually done Quarterly, but will be completed when requested.

***Warehouse Direct Document Management Division-Proposal
John Amburgey/Bob Nicolin – 224-523-3612-Please contact us
with any Questions***

Warehouse Direct Document Management Division
Proposal Pricing Summary

Prepared For: Maine Township

By: John Amburgey/Bob Nicolin-Account Manager/Specialist

November 2018

Lease Pricing:

Lease pricing will include the following NEW machines:

One (1) Copystar/Kyocera CS 6052ci Color MFP

Three (3) Copystar/Kyocera CS 4002i Monochrome MFP Units

Eleven (11) HP M402den Monochrome Laser Printers

One (1) Ricoh D7500, 75" Interactive Whiteboard

Lease Pricing:

29 month Lease Price:

\$1,389.22 a month.

Lease pricing INCLUDES Maintenance and Supplies for the entire term listed above, There will be NO Copy/Overage Charges for the term of this 29 month Lease.

Proposal Notes:

Delivery, setup, training are included in this Proposal.

Tax is not included.

Lease Pricing is Fair Market Value, EXCEPT the Ricoh Whiteboard, this is \$1.00 out at the end of the respective term selected.

Page 2

Maine Township

Continued

Warehouse Direct Proposal Summary Continued

Proposal Notes Continued:

This Proposal will also INCLUDE sending the existing machines back to the current Leasing Company at NO additional charge to Maine Township.

Warehouse Direct utilizes FM Audit for automatic toner ordering, and reporting, these reports will work in-conjunction with the machines in order to charge back departments for copies, prints.

Warehouse Direct DOES NOT charge for delivery of ANY supplies.

There is NO charge for ANY Service Call under this contract, everything is covered for the term of the lease selected.

There is NO limit for End User Training, this is unlimited, and there are NO extra charges for this service.

All updates will be handled by Warehouse Direct technicians, this is usually done Quarterly, but will be completed when requested.

***Warehouse Direct Document Management Division-Proposal
John Amburgey/Bob Nicolin – 224-523-3612-Please contact us
with any Questions***

Proposed Solution For
Maine Township

C **DES**
P **PLAINES**
Office Equipment Company

A  **PULSE** *Company*



October 31, 2018



On behalf of the entire Des Plaines Office Equipment team, I want to thank you for this opportunity to present a proposal for your consideration.

You will see that Des Plaines Office Equipment offers many unique benefits that other vendors cannot match. I am confident you will find that Des Plaines Office Equipment will provide you with the best value.

Value is not measured by price alone. While we are competitively priced, we excel at determining and meeting our customer's needs in every way. We do this by providing the latest technology from industry leaders, exceptional business solutions, and outstanding service.

We thank you for this opportunity and look forward to working out the final configuration and program details. If you desire anything from me, please do not hesitate to contact me directly at 847-879-6410.

Sincerely,

Victor Miceli
Technology Consultant
Des Plaines Office Equipment

Corporate

1020 Bonaventure Drive
Elk Grove Village, IL 60007

Chicago

211 W Wacker 1st Floor
Chicago, IL 60606

Rockford

1445 Windsor Road
Loves Park, IL 61112

(847) 879-6400 • www.dpoe.com

ABOUT

DPOE is today's leader in the fields of print management, document solutions, and IT services, with a reputation for **innovation and reliability**. If it plugs in, we can help with that!

Family owned and operated since 1955, the company began selling and servicing typewriters and calculators. We have stayed current with cutting edge technology, and transformed our business into an **industry pioneer**. Our president, Chip Miceli, remains a **leader** in numerous national industry groups, working to help grow and evolve our industry. DPOE now has two specialized teams, **Image-Flex** for your print needs, and **Tech-Flex** for your technology needs.

At DPOE, we stay **involved in our community**. We contribute to and volunteer for local charities and are active participants in the local business community, including the Des Plaines and Elk Grove Chambers of Commerce, the GOA, and the Small Business Advocacy Council.

Serving you has always been our focus, as our **numerous awards and recognitions** (Sharp's Hyakuman Kai, Platinum Dealer, and Elite Dealer by The Week in Imaging) will attest. With three showrooms and remote capabilities, providing you our services has never been easier.

We provide products and services to a diverse client base that includes schools, hospitals, law offices, accounting firms, and financial institutions. Offering a variety of **machines and solutions**, we are the leading provider of **Sharp** office equipment, with working relations with Oki Data, Kyocera, HP, and numerous other companies. We keep a fully stocked warehouse to ensure quick service to the over 8,000 machines we manage!

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MAINE TOWNSHIP QUESTIONS

- a. Maine Township is seeking a solution to help with charging each department for their portion of the monthly bill and for charging each department for overages. How would your bill or reports be designed in order to assist with this process? **Same as Now**
- b. Explain the process and timeline for the transition from our current equipment to yours. **It can be done in November 2018**
- c. Will your company handle shipping back any equipment and devices from the previous company? **Yes**
- d. What resources will be available for end user training? **Unlimited Training**
- e. Explain the process you use for asset management. **Software**
- f. What network and/or power connection is needed to operate all devices? **Same as Current**
- g. What is the process for installing updates? **When Needed**
- h. Indicate the hours your company is available for troubleshooting and technical issues and the amount of time it typically takes to respond to support requests. **8:30 am-5:00 PM Monday-Friday**
- i. Indicate the process for toner and supply replenishment. Will there be shipping charges for supply replenishment? Is used toner collection included in the contract? **Automatic Replenishment**

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REFERENCES

INTERNATIONAL HOUSEWARES

6400 SHAFER ST
ROSEMONT, IL 60008
ROBERT ROGEL
847-292-4200

FIRST AMERICAN BANK

700 BUSSE RD
ELK GROVE VILLAGE, IL 60007
BRIAN MANN
847-586-2523

ALPHA BAKING

5001 W POLK ST
CHICAGO, IL 60644
BILL HOUSTON
773-797-3237

Corporate

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SERVICE AT DPOE

PROACTIVE NOT REACTIVE

With over 40 qualified field technicians to support and service your equipment we are proud of our approach to service. Each technician receives an average of four weeks manufacturer's training to keep up with new technology and stocking over one million dollars in parts and supplies, "Proactive not Reactive" is our service creed.

Our first line of attack is a proactive approach to monitoring your fleet. We use remote software that alerts us at the first sign of trouble. One of our helpdesk associates will contact you to see if the problem requires a technician or can simply be fixed over the phone. Our helpdesk center is open from **8:30am – 5:00pm Monday – Friday**.

If the problem is not solvable over the phone, a technician will be dispatched and arrive at your location within 4 hours.

Should the problem be serious enough that the machine is down for more than 16 business hours, we will supply a loaner machine to you while escalating the issue to the manufacturer who will then repair or replace the equipment.

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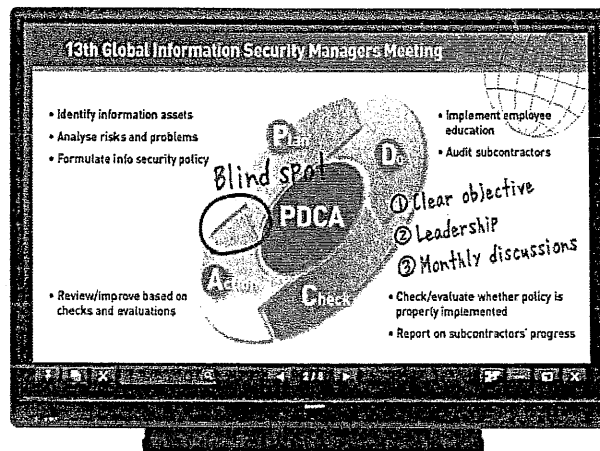
Rockford

1445 Windsor Road
Loves Park, IL 61112

PRODUCT SPECIFICATIONS

SHARP

70" INTERACTIVE BOARD



KEY FEATURES:

- 70" CLASS (69-1/2" DIAGONAL) INTERACTIVE DISPLAY SYSTEM - 1920 X 1080 HD RESOLUTION
- ANNOTATE, CREATE, AND PRESENT CONTENT
- UP TO 4 SIMULTANEOUS USERS WITH INTERACTIVE TOUCH PENS
- VIEW, SHARE, COLLABORATE WITH UP TO 50 MOBILE DEVICES
- MULTIPLE GESTURES WITH 10-POINT TOUCH SCREEN
- CUSTOMIZABLE WINDOWS PC*
- BUSINESS-CLASS MFP CONNECTIVITY

Corporate

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Rockford

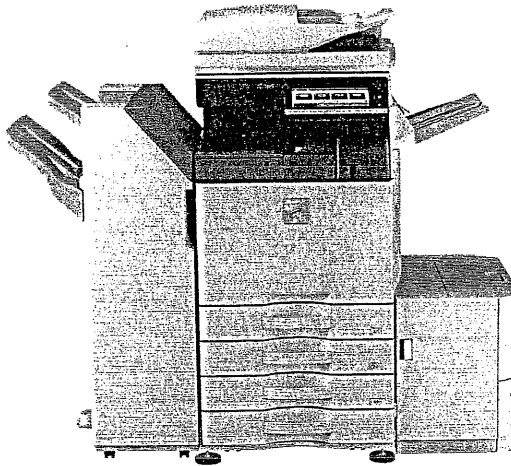
1445 Windsor Road
Loves Park, IL 61112

(847) 879-6400 • www.dpoe.com

PRODUCT SPECIFICATIONS

SHARP

MX-M4070



*ACTUAL MACHINE MAY VARY FROM PHOTO

KEY FEATURES:

- 500 GB HARD DISK DRIVE
- AUTOMATIC WALK-UP MOTION SENSOR
- AVAILABLE MANUAL STAPLING AND STAPLELESS STAPLING
- BUILT-IN OPTICAL CHARACTER RECOGNITION (OCR) CAN CONVERT SCANNED DOCUMENTS TO TEXT SEARCHABLE PDF FORMAT, MICROSOFT OFFICE FILE FORMATS AND OTHERS
- BUILT-IN RETRACTABLE KEYBOARD FOR EASY DATA ENTRY
- HIGH RESOLUTION, CUSTOMIZABLE TOUCHSCREEN DISPLAY WITH EASY-TO-VIEW TILES
- STANDARD SECURITY WITH END-OF-LEASE FEATURE

Corporate

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Chicago

211 W Wacker 1st Floor
Chicago, IL 60606

Rockford

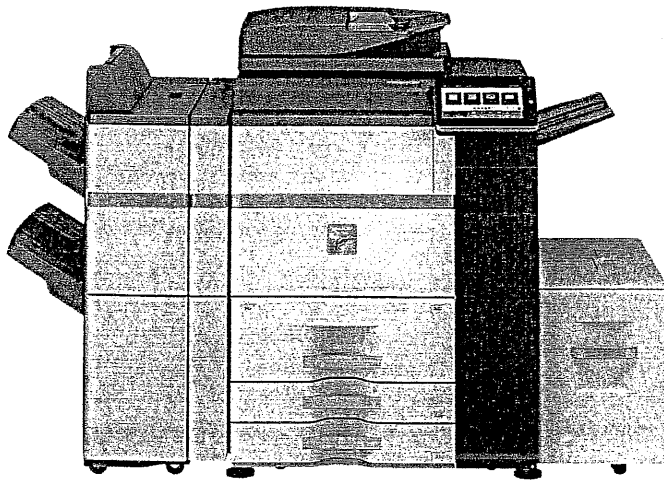
1445 Windsor Road
Loves Park, IL 61112

(847) 879-6400 • www.dpoe.com

RECOMMENDATION

SHARP

MX-6580N



*ACTUAL MACHINE MAY VARY FROM PHOTO

KEY FEATURES:

- 150-SHEET DUPLEX SINGLE PASS FEEDER SCANS UP TO 200 IPM
- AVAILABLE FIERY PRINT SERVER HELPS ACHIEVE UNPARALLELED IMAGE AND COLOR QUALITY
- NEXT GENERATION COLOR CONSISTENCY SYSTEM DELIVERS BRILLIANT, HIGH-QUALITY COLOR OUTPUT AND MAINTAINS OPTIMUM COLOR BALANCE
- STANDARD HIGH-PERFORMANCE PRINT CONTROLLER WITH INCLUDED PCL®6 AND TRUE ADOBE® POST-SCRIPT®3™
- TRUE 1200 x 1200 DPI PRINTING PROVIDES CLEAR, CRISP IMAGES
- VIRTUALLY MAINTENANCE-FREE TRIPLE AIR-FEED PAPER HANDLING OPTION

Corporate
1020 Bonaventure Drive
Elk Grove Village, IL 60007

Chicago
211 W Wacker 1st Floor
Chicago, IL 60606

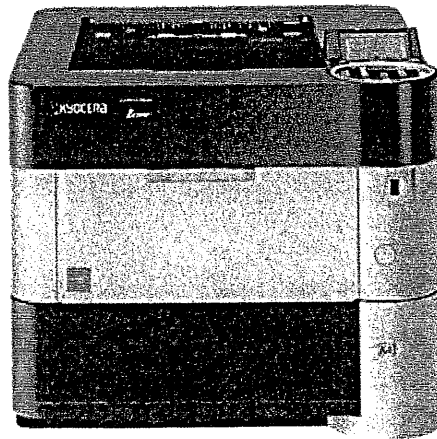
Rockford
1445 Windsor Road
Loves Park, IL 61112

(847) 879-6400 • www.dpoe.com

PRODUCT SPECIFICATIONS

KYOCERA

FS-P3050DN



KEY FEATURES:

- BUSINESS OUTPUT UP TO 52 PAGES PER MINUTE
- 5 LINE LCD SCREEN WITH HARD KEY CONTROL PANEL
- UP TO 2,600 SHEETS PAPER CAPACITY
- KYOCERA MOBILE PRINT, GOOGLE CLOUD PRINT™ AND MOPRIA® ENABLED
- KYOCERA FLEET SERVICES READY, A SECURE CLOUD-BASED MONITORING SYSTEM, OPTIMIZES DEVICE UP-TIME AND REDUCES COSTS

Corporate
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RECOMMENDATION

OPTION 1

QTY	MODEL	DESCRIPTION
1	Sharp 70" Interactive Board	70" Interactive Board (<i>Will own at the end of the Lease</i>)
3	Sharp MX-M4070	40 PPM B/W MFP with Finisher and 4 Paper Trays
1	Sharp MX-6580N	65 PPM B/W & Color MFP with Finisher and 4 Paper Trays
11	Kyocera FS-P3050dn	50 PPM B/W Printer

INCLUDED SERVICE AGREEMENT

THIS AGREEMENT INCLUDES ALL PARTS, LABOR, AND SUPPLIES

***EXCEPT PAPER & STAPLES**

B&W IMAGES INCLUDED	38,000 Images
	Overages Billed Quarterly at \$0.055 per Image
COLOR IMAGES INCLUDED	50,000 Images
	Overages Billed Quarterly at \$0.007 per Image

MONTHLY LEASE

MONTHS	PAYMENT
STARTING ON JAN 1, 2019 & ENDING ON MAY 30, 2021	\$ 1332. ⁰⁰

For The Sharp MX-6580N Optional Saddle Stitch Finisher will be \$ 40.⁰⁰ Per Month and Optional Tri-Fold Finisher will be \$ 25.⁰⁰ Per Month

Includes Delivery, Setup, and Installation

Corporate

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Chicago

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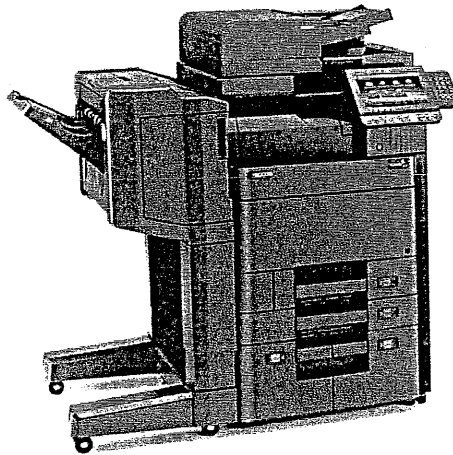
Rockford

1445 Windsor Road
Loves Park, IL 61112

PRODUCT SPECIFICATIONS

KYOCERA

CS-4002i



*ACTUAL MACHINE MAY VARY FROM PHOTO

KEY FEATURES:

- EXCEPTIONAL PRINT QUALITY AT UP TO 1200 DPI
- FLEXIBLE MEDIA SUPPORT AND PAPER SIZES UP TO 12" X 48"
- CUSTOMIZABLE 9" COLOR TOUCH SCREEN WITH INTUITIVE, TABLET-LIKE HOME SCREEN
- ROBUST PORTFOLIO OF BUSINESS APPLICATIONS FOR ENHANCED CAPABILITIES, SUCH AS SCAN DISTRIBUTION TO BACK-END APPLICATIONS AND DOCUMENT MANAGEMENT SYSTEMS
- ADVANCED FINISHING OPTIONS FOR PROFESSIONAL OUTPUT, INCLUDING A SPACE-SAVING 500-SHEET INTERNAL FINISHER

CONVENIENT WIRELESS PRINTING AND SCANNING

Corporate

1020 Bonaventure Drive
Elk Grove Village, IL 60007

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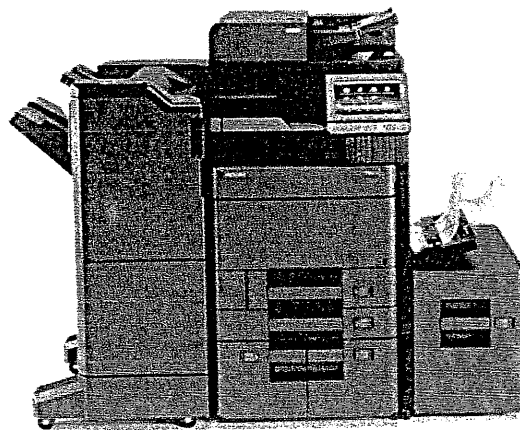
1445 Windsor Road
Loves Park, IL 61112

(847) 879-6400 • www.dpoe.com

PRODUCT SPECIFICATIONS

KYOCERA

CS-5052ci



*ACTUAL MACHINE MAY VARY FROM PHOTO

KEY FEATURES:

- EXCEPTIONAL PRINT QUALITY AT UP TO 1200 DPI
- FLEXIBLE MEDIA SUPPORT AND PAPER SIZES UP TO 12" x 48"
- CUSTOMIZABLE 9" COLOR TOUCH SCREEN WITH INTUITIVE, TABLET-LIKE HOME SCREEN
- ROBUST PORTFOLIO OF BUSINESS APPLICATIONS FOR ENHANCED CAPABILITIES, SUCH AS SCAN DISTRIBUTION TO BACK-END APPLICATIONS AND DOCUMENT MANAGEMENT SYSTEMS
- ADVANCED FINISHING OPTIONS FOR PROFESSIONAL OUTPUT, INCLUDING A 4,000-SHEET EXTERNAL FINISHER AND BOOKLET FOLDING
- CONVENIENT WIRELESS PRINTING AND SCANNING

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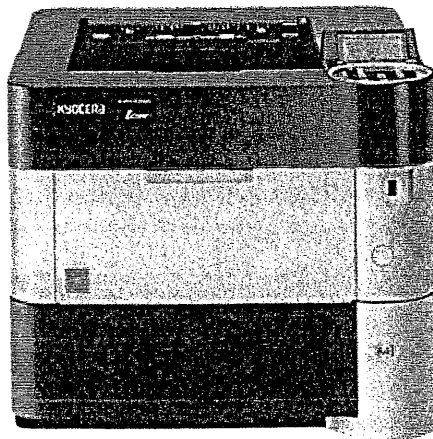
1445 Windsor Road
Loves Park, IL 61112

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PRODUCT SPECIFICATIONS

KYOCERA

FS-P3050DN



KEY FEATURES:

- BUSINESS OUTPUT UP TO 52 PAGES PER MINUTE
- 5 LINE LCD SCREEN WITH HARD KEY CONTROL PANEL
- UP TO 2,600 SHEETS PAPER CAPACITY
- KYOCERA MOBILE PRINT, GOOGLE CLOUD PRINT™ AND MOPRIA® ENABLED
- KYOCERA FLEET SERVICES READY, A SECURE CLOUD-BASED MONITORING SYSTEM, OPTIMIZES DEVICE UP-TIME AND REDUCES COSTS

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RECOMMENDATION

OPTION 2

QTY	MODEL	DESCRIPTION
1	Sharp 70" Interactive Board	70" Interactive Board (<i>Will own at the end of the Lease</i>)
3	Kyocera CS-4002i	40 PPM B/W MFP with Finisher and 4 Paper Trays
1	Kyocera CS-5052ci	50 PPM B/W & Color MFP with Finisher and 4 Paper Trays
11	Kyocera FS-P3050dn	50 PPM B/W Printer

INCLUDED SERVICE AGREEMENT

THIS AGREEMENT INCLUDES ALL PARTS, LABOR, AND SUPPLIES

***EXCEPT PAPER & STAPLES**

B&W IMAGES INCLUDED

38,000 Images

Overages Billed Quarterly at \$0.05 per Image

COLOR IMAGES INCLUDED

50,000 Images

Overages Billed Quarterly at \$0.007 per Image

MONTHLY LEASE

MONTHS

PAYMENT

**STARTING ON JAN 1, 2019 & ENDING
ON MAY 30, 2021**

\$ 1,476.⁰⁰

For The Kyocera CS-5052ci Optional Saddle Stitch Finisher will be \$ 40.⁰⁰ Per Month and
Optional Tri-Fold Finisher will be \$ 25.⁰⁰ Per Month

Includes Delivery, Setup, and Installation

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ORDINANCE 2019-

**AN ORDINANCE ABATING TAXES LEVIED FOR CORPORATE
PURPOSES OF THE MAINE TOWNSHIP, COOK COUNTY,
ILLINOIS FOR THE TAX YEAR 2018.**

WHEREAS, the Maine Township, Illinois, is required to levy a tax for payment of particular debts and liabilities of the Township and had included said amount in the total amount levied by the Township Board in the 2018 Tax Levy Ordinance and has so certified said Ordinance to the County Clerk as provided in Illinois Compiled Statutes, Chapter 35, 200/18-15; and,

WHEREAS, the Maine Township has funds arising from other sources which may lawfully be used for the retirement of certain hereinafter listed debts and liabilities and therefore desires by Ordinance to direct the application of such funds to the payment of the particular debt or liability and to certify the same to the County Clerk, so as to abate a portion of said levy; now,

THEREFORE, BE IT ORDAINED BY THE SUPERVISOR AND TOWNSHIP BOARD of the Maine Township, Illinois, as follows:

Section 1. The amounts to be abated by each levy type are hereby ascertained as set forth below in the column entitled "Abatement Amount":

Levy Type	Levy Amount	Abatement Amount	Extended Amount
Township Corporate			
Township General Assistance			

Section 2. The Township Clerk of the Maine Township, Illinois is hereby authorized and directed to file with the County Clerk of Cook County, Illinois, a copy of this Ordinance fully certified by her under the Corporate Seal of said Township, as provided by law, as authorization for the County Clerk to omit the extension of taxes for the year 2018 as aforesaid.

Section 3. That this section, paragraph, sentence, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than that part affected by such decision.

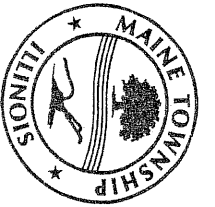
Section 4. This Ordinance shall be in full force and effect upon its passage and approval according to law.

PASSED BY THE TOWNSHIP BOARD of the Maine Township, Illinois at a regular meeting thereof held on the _____ day of _____, 2018 and approved by me as Supervisor on the same day.

Township Supervisor

ATTEST:

Township Clerk



Peter Gialamas

Clerk

CLERK'S SERVICES FOR THE YEAR 2018

Month	Voter Registr.	Vehicle Stickers	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applications	Neighbor Neighbor	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	0	1,103	1	9	44	209		23	383	133	1,905
	0	1,350	0	2	31	261		0	126	97	1,867
August	3	271	3	3	36	253		10	221	125	925
	0	366	3	6	43	273		46	114	229	1,070
September	2	270	2	2	35	190		26	175	60	762
	0	244	2	8	28	179		0	108	160	729
October	4	215	2	10	40	202		14	177	111	1,643
	0	228	2	5	14	194		0	155	136	734
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

**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 October 2018

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed	188
1. Adults Receiving	<u>278</u>
2. Children Receiving	<u>46</u>
b. Emergency Family Boxes of Food Distributed	<u>8</u>
1. Adults Receiving	<u>12</u>
2. Children Receiving	<u>8</u>
	<u>TOTAL 196 Boxes</u>

II. Cash Donations and Amounts Received

Resident Donations	\$440.00
Business Donations	\$826.60

Total \$1266.60

**III. Food Collections Received during Calendar Month
Stevenson Halloween Parade**

**IV. Special Events or Contacts
Crop Walk Sunday Oct 21 St. Lukes Park Ridge**

MAINSTREAMERS HIGHLIGHTS

October 2018

Marie Dachniwsky, Director

SPECIAL EVENT – “PUT THE NUNS IN CHARGE!”

October was a very exciting month for us! We hosted a special event, “*Put the Nuns in Charge!*”, at Club Casa Café. It was a two-hour comedy by Vicki Quade and the sequel to Chicago’s longest running religious comedy, *Late Night Catechism*. We transformed the corner of Club Casa to a familiar setting of a Catholic classroom, with a blackboard, desk, books and even the Blessed Virgin Mary. The one woman show featured Mother Superior and her hilarious comedy routine. We had originally scheduled one evening show, but we had such an overwhelming response that we scheduled a second luncheon show for the same day. Both shows were sold out to capacity! A spaghetti and meatball dinner was included, and we also had a bake sale! It was a fun filled event. A total of 193 MaineStreamers were able to enjoy this hilarious show.

DAY TRIPS - In the month of October we had four-day trips that included “Judy Garland – Come Rain or Come Shine” Nichols Concert Hall in Evanston; “Ghost the Musical”, Theatre at the Center in Munster, Indiana; “Oktoberfest Dinner Cruise” on the Edelweiss in Milwaukee Wisconsin; and “Grease”, The Fireside Theatre in Fort Atkinson, Wisconsin.

HEALTH INFORMATIVE

Diabetes lecture:

Presenter Erika Rodrigues, Health Worker, Advocate Lutheran General Hospital

A total of 35 members attended a free lecture to better understand the basics of diabetes and its affects, and the different types of diabetes along with common warning signs of hyperglycemia and hypoglycemia. It also explained how to manage and diagnose the importance of glucose monitoring, nutrition, physical activity and medication. They even provided free glucose testing at the beginning of the lecture.

MATTER OF BALANCE CLASS

This month we completed our 8 Week Class of Matter of Balance. Monika and Oksana are both trained and certified through Advocate Lutheran General Hospital’s Older Adult Services. We had 12 members, which is the maximum allowed, participate in this class. The Matter of Balance class is an “award winning” program designed to improve falling awareness and increase general activity levels. Techniques are taught to improve balance, flexibility and strength. The program is designed to emphasize practical strategies to lessen the risk of falling. With this program we have had a very positive feedback and attached are a few members’ evaluations.

MAINSTREAMERS 2018-2019 STATISTICAL REPORT - OCTOBER

RECREATIONAL PROGRAMS	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
Bingo (Monthly)	38	168	\$185.00	\$159.08	\$25.92
Day at the Races (Monthly)	41	298	\$246.00	\$210.00	\$36.00
Movie of the Month (Monthly)	27	344	\$54.00	\$0.00	\$54.00
Pinochle Tournament/Social	8	169	\$0.00	\$0.00	\$0.00
Women's/Mens Breakfast (Alternating Months)	11	109	\$132.00	\$163.80	(\$31.80)
Twilight Dining Outing (Alternating Months)	n/a	174			\$0.00
Fishing Events/Banquet (6 Times a Year)	8	59	\$160.00	\$163.52	(\$3.52)
Intergenerational Fishing Outing (Twice a Year)	n/a	8			\$0.00
Book Review (3-Times a Year)	n/a				
HEALTH/INFORMATIVE					
Diabetes/CUB	41	561	\$0.00	\$0.00	\$0.00
FITNESS CLASSES					
Senior Aerobics (8 week sessions)	22	155	\$467.00	\$237.50	\$229.50
Yoga (8 Week Sessions)	16	66	\$896.00	\$1,000.00	(\$104.00)
Zumba Gold (8 Week Sessions)	n/a	87			\$0.00
Zumba Gold Toning (8 week Sessions)	11	23	\$269.00	\$370.00	(\$101.00)
Chair Yoga (8 Week Sessions)	n/a	27			\$0.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)	n/a	63			\$0.00
Matter of Balance (8 Week Class- Bi- Yearly)	n/a	13			
Rules of the Road (3- Times a Year)	n/a	88			
Defensive Driving Course (Held Quarterly)	n/a	41			
LUNCHEONS					
	n/a	627			\$0.00
ANNUAL SPECIAL EVENTS					
MISCELLANEOUS EVENTS					
Put the Nuns in Charge	193	387	\$11,175.00	\$7,155.57	\$4,019.43
DAY TRIPS	208	1,646	\$19,507.00	\$19,215.46	\$291.54
LONG DISTANCE TRIPS	14	166	\$2,402.88	\$0.00	\$2,402.88
SENIOR MAILING (Monthly)	28	226	\$0.00	\$49.80	(\$49.80)
NEWCOMERS PRESENTATION (Alternating months)	14	81	\$0.00	\$24.00	(\$24.00)
ADVISORY COUNCIL MEETING (Held Quarterly)	n/a	32			\$0.00
TOTAL	680	5618	\$35,493.88	\$28,748.73	
NEW MEMBERS	22	254	Average Age	65 y/o	

October 31, 2018

To Whom It May Concern:

I am a resident of Maine Township since 1955 and wish you to know that since becoming a Senior I have used the programs of the Township many times and truly appreciate them - all of them, but especially the programs for Seniors.

Currently I am enrolled in the Thursday afternoon Balance Class facilitated by Monica and Opsana. It has been a great help to me and I sure to the others who are taking the class.

Monica and Opsana make a great team and I understand would like to continue to help us with a weekly gathering of people who would like to continue to get their encouragement to exercise and stay safe and active.

Thank you for considering a program like this.

Sincerely,

Nancy Bobowski

Mickey Kahn

This is my 2nd
time around with
Monika.

After my 1st balance
class I fell and
FX my knee.

I asked if I can
join again to see
if I missed anything

making out my
list it was my own
fault — Rushing

10 falls — 8 Rushing

Monika is great

explaining, showing,
patient, I enjoy
the class and
everyone should
join her class.

I will not
fall again.

Thank you again

Mickey Kahn

A Matter of Balance

I have enjoyed this class very much.

The instructors are super - relaxed + helpful + cheerful.

The exercises are simple + easy to do. It always helps when having other people in "the same boat".

The suggestions shared among the participants are extremely helpful - real life stuff!

Since joining the class I have made a number of changes at home that provide me with a safer, confident attitude re. Balance (no longer a bad word)

The only thing wrong with the class is that it's only 1 pc week. We need at least twice!!

→



Board Report for October 2018

Marty Cook

Friday Night Recovery Meeting Attendance:

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

October 26th, 2018	42 Participants
November 2nd, 2018	39 Participants
November 9th, 2018	29 Participants
November 16th, 2018	15 Participants

Monday Night Community Service, Holy Family Hospital:

- Eight (8) Recovery Connection volunteers spoke with 23 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.
- One of the children of the aforementioned four parents, ended up coming to our program on a Friday night and is now being mentored by one of the more senior members of our program.
- MTRC staff member (Nick Kanehl) spoke to students at Niles North High School about the advantages of getting sober at a young age as well as introduced them to our program as an outlet for anyone who was looking to get help.
- One of our MTRC meeting participant's helped out with the Maine Township food pantry as an act of service.
- MTRC staff attended the opening of Symetria, a new treatment facility located in downtown Des Plaines in an effort to introduce the MTRC to the young patients in recovery.

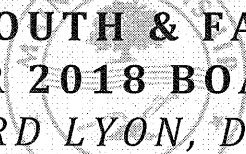
MTRC continues to see strong attendance at its Friday night pre-meeting therapeutic Yoga:

October 26th, 2018	11 Participants
November 2nd, 2018	12 Participants
November 9th, 2018	15 Participants
November 16th, 2018	7 Participants

Miscellaneous:

- The MTRC phone list which serves as a resource to young emen and women within the recovery community has grown to 350.

- The MTRC weekly email which briefs our participants on our weekly meeting as well as provides information on other sober related events within the community is now sent to 356 members.
- MTRC has begun its second annual winter volleyball league. In partnership with Maine East High School, our weekly meeting participants were able to fellowship while staying active (playing volleyball) on Sundays.
- MTRC has been hosting a bowling outing for it's participants every Friday night after the meeting at The Brunswick Zone in Niles, IL.



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

TOI AWARDS

MaineStay received three awards at the TOI Conference earlier this month. Our mentoring program won the TOI Mighty Message Award for the Best Township Program. One of our mentors in the program, Samantha Lovett, won the 2018 AITCOY Volunteer Award. I received the 2018 AITCOY Director of the Year Award. It was a joy and honor for MaineStay's work to be recognized in this manner. I would like to thank our elected officials for their support of our mission and our entire MaineStay team whose dedication and commitment has enabled us to accomplish all that we do to serve at-risk youth and provide mental health services to those most in need in our community.

AGENCY FUNDING RECOMMENDATIONS DUE NOVEMBER 30

Recommended funding amounts from the board and department heads should be turned into Kristina by November 30.

FEATURED STORY OF THE MONTH

Anne received a thoughtful email from a past mentor in the Future Leaders program who wrote about her gratitude for being able to participate in the program and how it was personally helpful to her. The full email is included below:

Sent: Sunday, October 7, 2018 3:15 PM

To: acamarano@mainetown.com

Subject: Reference

Hello Anne,

My name is [REDACTED] and I was a mentor last year in your future leaders program. I used to go to Maine West high school and I am now a college freshman at Loyola University. I am emailing you to inform you that I have listed you as a reference to show that I have volunteered in your program. I also want to thank you for the opportunity to be a mentor. I wrote a lot about the experience of being a youth mentor in many of my applications because it has provided me with many work skills and memorable experiences. I really cherish those moments and regret not getting involved in the program sooner. I was very saddened towards the end, but now I am moving forward in the next phase of my life. I am applying for jobs on campus and I really appreciate you talking on my behalf if my future employers were to contact you. Thank you so much for your time.

Best regards,
[REDACTED]

FUTURE LEADERS PROGRAM EXPANSION UPDATE

The Future Leaders program, which provides the opportunity for younger students to benefit from positive peer mentoring relationships with older high school students, has been expanded to two new locations— South Elementary School in Des Plaines (District 62) and Lincoln Middle School in Park Ridge (District 64). The South School program is already at capacity. The students are actively participating in the planned activities and games and are forming relationships with their high school mentors. They have embraced the

program with great enthusiasm. At the last meeting, they played Roses & Thorns, which is a game where participants name something good and something bad that has happened since the last meeting, and two students said that their "rose" (or good highlight) was the Future Leaders meeting.

Lincoln Middle School held its first meeting on November 13. The school identified and invited specific students who they thought would benefit most from the program, and were astounded to have 98% of the students show up at the first meeting! The overwhelmingly positive response to this program is very gratifying, and we are off to a great start.

COMMUNITY EDUCATION SEMINARS/PROFESSIONAL DEVELOPMENT WORKSHOPS

On October 12 we hosted a professional development workshop entitled *Navigating the Complexities of Domestic Violence* in partnership with WINGS and had 47 people in attendance. We held a donation drive at this event to help support the victims of The Landings condominium fire. Our next community education seminar entitled *Understanding the Impact of Adverse Childhood Experiences and What We Can Do About It* will be held on November 28 from 7-8:30 pm. In this presentation, we will look at how early childhood experiences impact us as individuals, parents, and professionals. We will also look at how we can help children and others to heal and grow from adversity. We will have a food drive at this event to help support the Maine Township food pantry.

PSYCHIATRIC SERVICES

We are currently working with a total of 84 active psychiatric clients. We have begun implementation of the new Illinois Medicaid Comprehensive Assessment of Needs requirements for all Medicaid providers, which changes and standardizes the way assessments and treatment plans are completed.

COUNSELING

MaineStay had 13 new counseling intakes in October. We had 85 ongoing cases and now have a total of 98 cases in our affordable strength-based counseling program. We currently have a waiting list of 4 clients.

MAINESTAY E-NEWSLETTER

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

COMMUNITY INVOLVEMENT

During October, our clinical team participated in the Gemini Junior High School depression/suicide screening. I attended The Josselyn Center site visit with Kristina and received a tour of the exciting enhancements they are making to their facility in order to better serve client needs. Anna and I met with The Josselyn Center Director of Clinical Services for our monthly meeting regarding our psychiatric services partnership. I attended the Des Plaines Ministerial Association meeting and had representatives from Timberline Knolls meet with our clinical team to share more about their services and referral options. Anne attended the monthly MCYAF Coalition meeting.

MaineStay FY 2018-2019 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
CONTACT HOURS													
Therapy	169	207	211	182	113	106	147	136					1271
Psychiatric Groups	37	36	37	38	28	22	19	27					242
Non-Clinical Programs	62	32					6	13					113
Grand Total	396	691	830	1258	1135	125	290	340					5064
	664	965	1077	1478	1275	253	462	516					6689
THERAPY													
New Cases	16	17	10	15	9	4	17	13					101
Ongoing Cases	91	94	102	109	108	97	85	85					771
Total Cases	107	111	112	124	117	101	102	98					872
PSYCHIATRIC SERVICES													
New Clients	12	13	19	10	4	1	0	0					59
Ongoing Clients	67	78	85	99	105	103	100	84					721
Total Clients	79	91	104	109	109	104	100	84					780
COMMUNITY EDUCATION													
Professional Workshops	1	1		1			1	1					5
General Seminars			1			1							2
Attendees	80	61	86	56		75	74	47					479
MAINETRAC													
Referrals	4	2	5	1	3	2	1	0					18
Ongoing Cases	1	1	1	5	2	0	0	1					11
Completed Cases	3	1	3	3	0	2	3	0					15
Community Service Hours	95	40	55	80	43	40	45	20					418
PEER JURY													
New Cases	4	7	0	0			6	7					24
High School Jurors	14	14	14	6			6	7					61
Ongoing Cases	3	2	7	5			0	0					17
Completed Cases	4	6	1	4			1	5					21
Community Service Hours	150	70	95	90			20	100					525

MaineStay FY 2018-2019 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
MENTORING													
Youth Participants	16	16	16	16	16		13	10					103
Adult Mentors	16	16	16	16	16		13	10					103
FUTURE LEADERS													
Youth Participants	15	15					25	30					85
High School Mentors	10	10					9	22					51
ART IN THE TOWN													
Youth Participants	17	17					13	13					60
SUMMER CAMP													
Youth Participants				20	22								42
STUDENT GOVERNMENT DAY													
Youth Participants		41		34									75
Agency Representatives		9		2									11
FISH													
Incoming Calls	43	35	52	61	62	51	49	63					416
Total Calls	85	69	92	117	126	108	98	116					811
Riders Served	14	13	14	18	19	19	15	20					132
Rides (one way)	64	47	66	76	82	72	66	86					559
Volunteers	10	10	9	14	13	13	12	11					92

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 11/20/2018

We are going into that time of year, where trees are shedding leaves, and branches are falling. Resident's and landscapers are not complying by blowing leaves on to the right of way, causing a very messy situation. Doing this will also clog main sewer lines. I've been very busy trying to control this situation, writing deficiency's and talking with residents. Garbage has been on the rise with residents putting out garbage, furniture on non-pick up days creating an ugly appearance to the township especially row house areas. I have had to call Republic for special pickups. There are times when I pick up TV's, branches, glass, mirrors and other small items. I work with Republics driver giving him a hand loading so that he leaves nothing behind. With branch pick up over, I am asking residents to pull back bundles, or give to the landscapers.

I have had to ticket several commercial vehicles "taxis" which seems to be mostly on Church St and Emerson which is now under control. I believe they got the message. Good news to report regarding Tuesdays and Thursday's ticket and tow, it is way down with residents seeming to comply and moving the cars. I have been working on removing all abandoned vehicles, preparing to have snow routes cleared and ready in case of sudden snowfall.

November warnings issued: 41

November tickets issued: 15

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

TO: ELECTED OFFICIALS

FROM: KATHY SABBINI

ASSISTANT DIRECTOR OF GENERAL ASSISTANCE

LIHEAP PROGRAM---

IN REGARD TO THE LIHEAP SEASON THAT HAS STARTED SINCE OCTOBER , 2018 SO FAR 449 LIHEAP APPLICATIONS HAVE BEEN COMPLETED FOR THE MONTH OF OCTOBER , 2018.

ALSO OUR OFFICE RECEIVED A REPORT FROM CEDA THAT OUR LIHEAP SITE HAS UNDER 1% OF DENIALS IN LIHEAP APPLICATIONS SO FAR WHICH IS GOOD FOR OUR LIHEAP SITE.

IN NOVEMBER, 2018 CLIENTS WITH CHILDREN UNDER THE AGE OF SIX AND PEOPLE WHO HAVE DISCONNECTION NOTICES OR GAS/ELECTRIC SHUT OFFS ARE COMING IN WITH A TOTAL OF 178 APPLICATIONS DONE SO FAR.

THEN ON DECEMBER 1, 2018 EVERYONE CAN APPLY FOR LIHEAP WHO FALL UNDER THE INCOME GUIDELINES FOR THE LIHEAP PROGRAM WILL BE ABLE TO APPLY FOR IT AND OUR DECEMBER CALENDAR IS STARTING TO FILL UP ALREADY FOR THIS PROGRAM.

OUR OFFICE IS QUITE BUSY WITH LIHEAP APPLICANTS AND WITH MEDICARE PART D APPOINTMENTS THAT HAD STARTED AS OF OCTOBER 15, 2018 AND HAS A DEADLINE OF DECEMBER 7, 2018 FOR IT.

GA Monthly Stats October, 2018

GENERAL ASSISTANCE	
NEW	1
ONGOING	19
EMERGENCY RENTAL ASSISTANCE	5
FOOD PANTRY	1
IMMIGRATION REFERRALS	0
LIHEAP- ENERGY ASSISTANCE (SPECIAL HELP, EXTRA HELP, HARDSHIP,SHARE THE WARMTH,FURNACE,WEATHERIZATION, PIPP	449
ACCESS TO CARE (ATC)	5
SECTION 8 ASSISTANCE	0
SALVATION ARMY ASSISTANCE	0
INFO. & ASST. GENERAL ADVOCACY	82
BENEFIT ACCESS	84
PUBLIC AID ADVOCACY NON GA	51
QMB/SLIB	7
SHIP/MEDICARE/MEDICARE D	86
FREE TELEPHONE APP./BILL	2
MAINE LINES TICKETS SOLD	111
VETERAN'S ASSISTANCE REFERRALS	1
FIRE VICTIMS ASSISTANCE	1

OCTOBER AND NOVEMBER, 2018 LIHEAP STATS

Date:	OCTOBER LIHEAPS	NOVEMBER LIHEAPS
Karen	73	21
John	54	16
Luz	146	91
Kathy	176	50
TOTAL	449	178
Kathy	Amount of GA cases 12	
Luz	Amount of GA cases 7	

ksabbini@mainetown.com

From: lmeneses@mainetown.com
Sent: Friday, November 16, 2018 9:18 AM
To: ksabbini@mainetown.com
Subject: aldi gift cards

Kathy,
This a reviewed statement for Aldi gif cards.

MAY: Total amount 19 Aldi gift cards
JUNE: Total amount 44 Aldi gift cards
JULY: Total amount 51 Aldi gift cards
AUGUST: Total amount 43 Aldi gift cards
SEPTEMBER: Total amount 42 Aldi Gift cards
OCTOBER: Total Aldi gift cards 39 Aldi gift cards
NOVEMBER: Total amount 16 Aldi gift cards

Luz



Office of Emergency Management
Dagmar Rutzen, Director
November 2018

A big thank you to all of the people that who gave up a Sunday afternoon and helped out with the Crop Walk for Hunger. The weather cooperated for us. It was cool, but sunny. The event was a huge success. Their goal was to collect \$32,000. They collected close to \$36,000 and our food pantry will receive 25% of that.

We had a beautiful day on Halloween for the children from Stevenson School that came to drop of their donations for the food pantry in the garage. The children proceeded through Town Hall and were rewarded with a goody bag before they continued on to Sunset Nursing Home and then back to school. OEM members did a great job in assisting the children to safely cross the streets along their route. It was fun to watch the children in their costumes as they passed by us.

In late October four of us went to NIPSTA for a very informative presentation on fire REHAB. It gave us some pertinent information of how we can assist the fire department when we are called out. Statistics show that firemen have died because they had not been properly rehabbed during or after a fire. By taking some simple measures with equipment that we have, we can aid our firemen. Firefighter Rehab improves the ability of members to fight fire. Rehab also reduces injuries and maximizes performance on the fireground. This program described the state of the art science of hydration, cooling, rest, recovery and medical monitoring.

Also, at the end of the month several of us participated in an Illinois Search and Rescue (ISARC) full scale exercise in Hampshire, IL. We used our training and searched during the day as well as at night. It strengthened our use of our compass and GPS skills as well as our searching techniques. It is a little harder to do in the dark in a forest preserve.

Recently we sadly lost one of our long time members of our OEM team, Jim Heinlein. In honor of Jim the bunting hangs on the front of our building. Jim was a veteran and therefore his wife, Marlene, was presented with an American flag and taps were played at the end of the funeral service. Jim did not want the flag to be placed in a box. He felt that a flag should be proudly flown. Marlene asked me if we would fly his flag at our OEM building. I told her we would be honored to do so. Jim is going to be missed by all of us.

Board members are always welcome at any of our monthly OEM meetings that are held usually on the third Wed. of the month at our facility at 1387 Redeker, Des Plaines. Feel free to join us.

Be safe and be prepared.
Respectfully submitted,
Dagmar Rutzen

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: 11/1/18

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

Requesting any original structural assessment including drawings and/or analysis
of a building located at 2604 Dempster Street. Purpose is to calculate loading for
T-Mobile upgrade to existing antennas and any other related equipment located on
building rooftop.

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

_____ Inspection X 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 X No _____

For Office Use Only

Date Received 11/1/2018
Date Response Due 21 days
Received By W. Tytko

Notations _____

Proposed policy for Board Members and/or Staff –
Requests of Staff, requests for Attorney Time and work, and Calling Special Meetings.

- 1) Policy: It shall be the policy of Maine Township to be fiscally responsible and respectful of use of attorney and staff time so as to best fulfill our mission. Common sense, courtesy and respect shall be the policy in any and all requests. This policy aims to most effectively and efficiently use our Township attorney to fully represent the legal needs of the Township Board while doing so in the manner most respectful of our residents' tax dollars.
- 2) Staff Requests to Contact Attorney. If any member of the staff needs legal advice, any staff request to contact attorney with respect to legal questions regarding any aspect of their daily operations, guidelines, handbooks, procedures, contracts, or any other topic requiring legal analysis or a legal opinion shall be sent to the Township Supervisor, the Administrator, or the Clerk (with a copy/email "cc" to Township Supervisor). If the request goes to someone other than the Supervisor, the person receiving the request shall consult with the Township Supervisor prior to contacting the attorney. If the Supervisor is unavailable, the Township Administrator shall use her discretion to determine if an emergency or urgent situation exists and/or need arises requiring the Administrator to contact the attorney. For purposes of this section, Staff does not include Elected Officials.
- 3) Board Member and other Elected Official's Requests to Contact the Attorney. If a Township Board member or other Elected Official requires a legal opinion related to the Township, the Board member or other Elected Official shall make the request to the Township Supervisor or to the Township Administrator. If that is impossible, the Board member or other Elected Official may contact the attorney with a copy/email "cc" to the Supervisor. If the Supervisor requires a legal opinion related to the Township that is time sensitive e.g. FOIA, PAC requests, the Supervisor shall within a reasonable time after request notify the board. The attorney shall not be required to draft memos, answer legal questions or give legal advice to individual board members or other Elected Officials as the Township Attorney represents the Township, unless such issue is duly voted on at a board meeting or otherwise approved by the Board, the Supervisor or the Administrator, as appropriate.

This policy is not intended to hinder the Board Members or other Elected Officials from getting legal advice when necessary. Many board member's prior individual legal questions may have already been addressed, answered and/or have prior legal opinions and the Administrator and/or Supervisor may be able to directly provide the needed information without incurring additional legal costs.

- 4) Timing of Requests: Township board members and Elected Officials will be respectful in making requests of staff and of the attorneys and shall refrain from last minute requests, particularly those that require attorney input or consultation. "Last minute requests" shall be defined as requests made less than 24 hours prior to the event for which such request is made. As the board has policies regarding meeting and packet preparation, board members should have ample time to respectfully make requests without those requests being self-created emergencies. This section does not apply to a true emergency or a lawfully-requested emergency meeting.
- 5) Calling special meetings: the Township Code supersedes all policy statements herein and shall be followed.
 - A) Any two trustees or the Supervisor can lawfully and timely call for a special board meeting which must be done at a minimum of 48 hours prior to such meeting. It shall be the responsibility of the person(s) calling for the special board meeting to make arrangements for preparation, publication and notification of the meeting, agenda and any other assistance needed. If the board member(s) requesting the meeting requires assistance of staff, the Clerk or Deputy Clerk, the person(s) calling the meeting shall notify the Clerk as soon as possible and the meeting time is known prior to the time the meeting notice is to be posted. The Board members calling the special meeting should be mindful of the notice requirements and staff time and assistance required to post proper notice of the meeting and make the necessary arrangements for the special meeting. Board members should refrain from requesting staff assistance at the last minute unless unavoidable.
 - B. Similarly, if the attorney is required for consultation on any aspect of the meeting, the person(s) calling meeting must follow the same procedures described above for non-emergency situations and shall do their best to

coordinate through Administrator and/or Supervisor. If that is not feasible, the person(s) should endeavor to refrain from multiple and/or repetitive emails and should make such request at the time of setting the meeting (48 hours prior). To be respectful of the attorneys' time and other clients and commitments, they should be given notice as far in advance as possible. The attorney is not responsible to generate an agenda. The attorney shall do their best to provide timely responses to the Board members when asked for assistance. If the attorneys are requested to draft an agenda, such agenda shall be followed unless other item(s) are lawfully added. The Board members requesting the special meeting are responsible to arrange for the township staff to record or video the special meetings.

- 6) This Policy shall be construed in conjunction with all other policies and in harmony in spirit, intent, and execution.
- 7) This Policy is not intended to amend, revise, or supersede any rules or requirements stated in the Township Code.