

Maine Township Board Meeting February 26, 2019

Maine Township Board meeting has been videotaped.

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

<http://mainetown.com/board-meetings/>

Indexed agenda at:

http://mainetown.com/wp-content/uploads/2019/02/agenda_19-02-26.pdf

Board Members Present: Supervisor Morask, Clerk Gialamas, Assessor Moylan Krey, Highway Commissioner Kazmierczak, Trustees Jones, Carrabotta, McKenzie and Sweeney

Other in attendance: Kurt Asprooth, Dayna Berman, Doriene Prorak, Carol Langan, Denise Jajko, Michael Samaan, Ryan McKenzie, Diane Carrabotta, Richard Lyon, Robert McCabe, Donna Adam, Jacob Diliberto, Victor, Beth Penesis and Wiesia Tytko.

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

Agenda Item: Approval of Minutes of January 22, 2019 Bill Pay Review

Trustee Carrabotta Motion to waive the reading and approve the minutes of the January 22, 2019 Bill Pay Review.

Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of January 22, 2019 Board Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the January 22, 2019 Board Meeting.

Supervisor Morask Second.

Trustee Sweeney presented her amendments to the January 22, 2019 meeting minutes.

Trustee Sweeney Motion to waive the reading and approve the amended minutes of the January 22, 2019 Board meeting.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Highway Commissioner Kazmierczak – Tribute to Robert Brzezinski
(See attached)

Agenda Item: Public Participation

Jacob Diliberto, Republic Services Manager, introduced himself and the Republic Services' programs and a new recycling program.

See video at 8:15.

Donna Adam and Victor both Des Plaines residents, spoke about Maine Township's excess funds and expressed their interest in a large decrease as suggested by Trustee Sweeney and Trustee Carrabotta tax abatement.

See video at 19:54.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated January 25, 2019, February 8, 2019 and February 22, 2019 and General Assistance checks #51788 through check #51837 in the amount of \$63,629.74.

Trustee Jones Motion to approve.

Trustee McKenzie Second

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated January 25, 2019, February 8, 2019 and February 22, 2019 and Road District checks #20762 through check #20804 in the amount of \$168,476.62.

Trustee Carrabotta Motion to approve.

Trustee Carrabotta stated that the Highway Department has an additional bill from Morton Salt in the amount of \$14,853.98 which needs to be paid by March 15th. The Board agreed to approve this payment in advance and it will be added to the March ledger.

Trustee Carrabotta questioned check #20789 for Napa Auto Parts in amount of \$373.00 with multiple invoices. The invoice 5741-714064 in the amount of \$161.99 had a credit of \$55.00 applied which brought the invoice amount to \$106.99 as explained by Denise Jajko.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated January 25, 2019, February 8, 2019 and February 22, 2019 and General Town Fund checks #56556 through check #56646 in the amount of \$390,384.73.

Trustee McKenzie Motion to approve.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes
Trustee Sweeney Yes
Motion carried.

Agenda Item: New Business, Personnel Policy Manual

Supervisor Morask stated that the completed Personnel Policy Manual was distributed to the Board members and Attorney Robert McCabe, who aided in preparing this manual will make a short presentation.

Trustee Carrabotta asked for tabling this matter.

Attorney McCabe stated that the revised manual is now in compliance with the current law and includes all the proposed policies. He explained all the revisions and data.

There were numerous questions.

Discussion.

See video at 33:00.

Supervisor Morask stated that the proposed Personnel Manual is very well done and asked for one amendment on page 55, saying that the Sexual Harassment policy is for the employees only.

Supervisor Morask Motion to approve the Personnel Policy Manual with the proposed amendment on page 55.

Discussion, questions and comments.

See video at 1:02:54.

Supervisor Morask Motion to approve the Personnel Policy Manual with the proposed amendment on page 55.

Trustee Jones Second.

Trustee Carrabotta Motion to table approving the Personnel Policy Manual at this time.

Trustee Sweeney Second.

Motion on a roll call vote as follows:

Supervisor Morask No

Trustee Jones No

Trustee McKenzie Motion to table the proposed Personnel Policy Manual with the request that Trustees present their question in advance to Attorney McCabe which will be able to be answer them at the Special Board meeting.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: New Business, Approval of Continuing Resolutions 2019-1 & 2019-RB-1

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

Supervisor Morask read out loud the proposed 2019-1 Resolution.

Supervisor Morask Motion to approve the Continuing Resolution 2019-1 for General Assistance and General Town Fund.

Trustee Carrabotta Second.
Motion carried on a roll call vote as follows:
Supervisor Morask Yes
Trustee Jones Yes
Trustee McKenzie Yes
Trustee Carrabotta Yes
Trustee Sweeney Yes
Motion carried.

Supervisor Morask Motion to approve and waive the reading of the Continuing Resolution 2019-RB-1 for Road & Bridge Fund.
Trustee Carrabotta Second.
Motion carried on a roll call vote as follows:
Supervisor Morask Yes
Trustee Jones Yes
Trustee McKenzie Yes
Trustee Carrabotta Yes
Trustee Sweeney Yes
Motion carried.

Agenda Item: New Business, Set Date for Reading of Supervisor's Annual Financial Statement

Supervisor Morask stated that the Supervisor's Annual Financial Statement meeting needs to be scheduled and the financial statements need to be posted at least two days prior to the Annual Town Meeting, which will be held on April 9th.

The Board of Trustees were in agreement to schedule the Supervisor's Annual Financial Statement Meeting for Tuesday, April 2, 2019 at 7:00 p.m.

Agenda Item: New Business, Website/Seamless Docs Contract

Supervisor Morask presented the proposed contract for a total cost of \$5,000.00 from SeamlessDocs. She added that SeamlessDocs will allow us to put 30 forms online that the residents can use to fill out digitally.

Discussion.
See video at 1:08:37.

Supervisor Morask Motion to approve the SeamlessDocs contract for \$5,000.00.
Trustee Jones Second.
Motion carried on a roll call vote as follows:
Supervisor Morask Yes
Trustee Jones Yes
Trustee McKenzie Yes
Trustee Carrabotta Yes
Trustee Sweeney Yes
Motion carried.

Supervisor Morask advised that Seamless Docs was in the budget.

Agenda Item: New Business, Building/Painting Contract

Supervisor Morask stated that our Maintenance Foreman, Mike Samaan is recommending hiring Gaelic & Garlic Decorating and Home Enhancement for the all of the exterior painting project of the Township building with the total cost of \$7,600.00.

Supervisor Morask Motion to approve the contract for Gaelic & Garlic Decorating and Home Enhancement in the amount of \$7,600.00.
Trustee Carrabotta Second.
Trustee Sweeney questioned if there were any other bidders for this project.

Supervisor Morask answered that two other companies presented their proposals but both were very expensive.

Motion carried on a roll call vote as follows:

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

Motion carried.

Supervisor Morask stated that a Special Board meeting needs to be scheduled for approval of the Annual Town Meeting Agenda. She added that March 1st is the last day to request an agenda item by any 15 or more registered voters in the township. The last day to publish the Annual Town Meeting Agenda is March 25th.

The Board of Trustees was in agreement to schedule the Special Board Meeting for Wednesday, March 6, 2019 at 7:00 p.m.

Agenda Item: Old Business:

Tax Abatement Ordinance 2019-2 as proposed by Trustees Sweeney and Carrabotta/Vote & Discussion
Tax Abatement Ordinance 2019-3 as proposed by Trustees Sweeney and Carrabotta/Vote & Discussion

Supervisor Morask presented two Ordinances abating portion of 2018 tax levied proposed by Trustee Sweeney and Trustee Carrabotta.

Trustee Sweeney	Motion to adopt the Ordinance 2019-2, An Ordinance abating a portion of the tax heretofore levied December 2018 for Township and General Assistance purposes of Maine Township, Cook County, Illinois.
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Trustee Sweeney read out loud Ordinance 2019-2.

Trustee Carrabotta	Second.
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Supervisor Morask	Motion to table adopting the Ordinance 2019-2 to the Special Board meeting on March 6 th .
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Trustee Jones	Second.
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Supervisor Morask stated that the reason these Motions should be tabled is that Attorney Krafthefer was not able to attend this meeting and she gave us the idea of the abatement. Attorney Krafthefer has researched extensively the abatement program and she can answer all the questions regarding this issue. See video at 1:30:52.

Motion carried on a roll call vote as follows:

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

Motion carried.

Discussion and comments.

Trustee Carrabotta expressed his disappointment on tabling the Tax Abatement discussion and voting.

Supervisor Morask pointed out that a previous email had alerted the board several weeks earlier that Attorney Krafthefer could not attend the February Board meeting and since our attorney was the expert and was doing research in response to various trustee questions received in the interim, we should avail ourselves of all possible knowledge and options. She added that there is no harm to postpone voting on tax abatement, which cannot be accepted by the Clerk's office until April 1st.

Trustees Jones, McKenzie, Carrabotta and Sweeney expressed their opinions on the postponement of the tax abatement ordinance. Trustee Carrabotta and Trustee Sweeney expressed readiness to vote on the tax abatement because of the excessive reserve. Trustee McKenzie expressed her desire to have the attorney present to present her research and stated she personally had had questions to the attorney and questioned what was the harm in having as much information as possible.

For the detailed discussion see video at 1:32:30.

Agenda Item: Personnel
None.

Agenda Item: Officials' Reports

Assessor Moylan Krey stated that figures for January 2019 compared to prior January 2018 increased near 10% with 4644 totals of phone calls, office visits and applications taken for Senior Exemptions, Senior Freeze Exemptions, Homeowner Exemptions and Certificates of Error.

Assessor Moylan Krey reported that Maine Township will be open for the triennial assessment May 3rd. A letter from the Cook County Assessor should arrive at the end of April which have the new assessment levels. At that time residents can appeal thru the township to the Cook County Assessor. Our office is expecting a significant increase in appeals from previous years. There will be a need for extra staffing and cross over training with staff from other departments.

Assessor Moylan Krey extended heartfelt wishes for the passing of Bob Brzezinski.

Clerk Gialamas had nothing to add to his written report.

Trustee Sweeney stated that she attended the TOCC meeting and she has been working on understanding abatement.

Trustee Carrabotta stated that he had a wonderful time at the Des Plaines Chamber of Commerce Winter Garden Ball and Park Ridge Chamber of Commerce ball and fundraiser. He added that a lot of his work is going in for the township and he will continue this job.

Trustee McKenzie stated that she has been working to understand the interplay between the tax levy, the budget and the abatement process. She has been doing research and trying to figure out the options into make right decision for the entire township.

Trustee Jones extended her condolences to Brzezinski family and Highway Department for their enormous loss.

Trustee Jones stated that Highway Commissioner Kazmierczak and she attended a budget seminar in Springfield on January 25th at TOIRMA.

Supervisor Morask noted that Clerk Gialamas is hosting the TOCC Clerk's Division meeting on March 7th at The Harp and Fiddle with attendance of the new Cook County Clerk Karen Yarbrough.

Supervisor Morask stated that the 2019 Nomination Forms for the Sgt. Karen Lader Memorial Good Citizen's Award are available and the winner will be presented at the Annual Town Meeting.

Supervisor Morask stated that TOI offers many online events and seminars for townships. She also extended her condolences to the Brzezinski family. She added that Jonathan Kaehn from Recovery Connection resigned and this position will be posted in the newspaper and on the website.

Agenda Item: Administrator's Report
None.

Agenda Item: Approval of Closed Session Minutes of August 28, 2018-Review of 2/12/18 & 5/22/18
Closed Session minutes

Supervisor Morask asked for approval of Closed Session Minutes from August 8, 2018 stating that there is no need to discuss them in the Closed Session because there is no ongoing need for confidentiality.

The actual Closed Session minutes of February 12, 2018 and May 22, 2018 were approved and released on September 25, 2018.

Supervisor Morask Motion to approve and release the minutes of August 28, 2018 Closed Session meeting.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Closed Session, Pending Litigation 5 ILCS 120/2 (c) (11)

Supervisor Morask asked for a motion to go to the Closed Session to discuss recent pending litigation.

Supervisor Morask Motion to go to the Closed Session under Section 5 ILCS 120/2 (c) (11) for the sole purpose of discussion of pending litigation.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

The Board re-convened in Open Session at 10:00 p.m.

Trustee Carrabotta Motion to re-convene in Open Session.

Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

There was no action taken after the reopening in the open session.

Agenda Item: Adjournment

Trustee Carrabotta Motion to adjourn.

Trustee Sweeney Second.

All in favor.

Motion carried on a voice vote.

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

Maine Township Clerk

HIGHWAY DEPARTMENT NEWS

Maine Township lost one of its most valued and dedicated employees recently to cancer. Bob Brzezinski worked for the Highway Department for nearly 35 years. It was his first and only full time job. Bob spent most of those years under the title of foreman and in 2016, Director of the Highway Department.

Bob was a natural. He could fix anything and knew literally everything about road maintenance and construction. Bob was largely self taught and could speak to any engineer as an equal. His institutional knowledge was unequaled. He could tell you without hesitation which roads were serviced by which governmental entity. You could give him an address and more often than not he could give you a physical description of the property. He had encyclopedic knowledge of the unincorporated infrastructure. He devoted his life to this place. No one worked harder and better than Bob Brzezinski.

He will be missed as an employee and a friend.