

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:

https://mainetown.com/wp-content/uploads/2019/08/agenda_19-08-27.pdf

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

Other in attendance: Dayna Berman, Keri-Lyn Krafthefer, Denise Jajko, Michael Samaan, Doriene Prorak, Diane Carrabotta, Richard Lyon, Ryan McKenzie, Chris Scalet, Dick Barton, Enrique Avila, JC Strzalka-Stel and Wiesia Tytko.

Clerk Gialamas called the meeting to order at 7:32 p.m., led the Pledge of Allegiance and called the roll.

Clerk Gialamas asked for a motion to select Acting Chairman due to the health reason absence of Supervisor Morask.

Trustee Sweeney	Motion to nominate Trustee McKenzie as Acting Chairman for the August 27 th Board meeting.
Trustee Carrabotta	Second.
Motion on a roll call vote as follows:	
Supervisor Morask	Absent
Trustee Jones	Yes
Trustee McKenzie	Yes
Trustee Carrabotta	Yes
Trustee Sweeney	Yes
Motion carried.	

Agenda Item: Approval of Minutes of July 31, 2019 Special Board Meeting Bill Pay Review

Trustee Sweeney	Motion to waive the reading and approve the minutes of the July 31, 2019 Special Board Meeting Bill Pay Review.
Trustee Carrabotta	Second.
Motion on a roll call vote as follows:	
Supervisor Morask	Absent
Trustee Jones	Yes
Trustee McKenzie	Yes
Trustee Carrabotta	Yes
Trustee Sweeney	Yes
Motion carried.	

Agenda Item: Approval of Minutes of July 31, 2019 Special Board Meeting

Trustee Carrabotta	Motion to waive the reading and approve the minutes of the July 31, 2019 Special Board Meeting.
Trustee Jones	Second.

Trustee Sweeney presented her changes to the proposed minutes.

Trustee Sweeney	Motion to waive the reading and approve the amended minutes of the July 31, 2019 Special Board Meeting.
Trustee Carrabotta	Second.

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

Motion carried.

Trustee McKenzie questioned Attorney Krafthefer for the proper rules for the Board members to speak.

Attorney Krafthefer explained the rules by reading the Robert's Rules of Order.
See video at 0:04:00.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated August 9, 2019 and August 23, 2019 and General Assistance checks #52117 through check #52184 in the amount of \$61,326.68.

Trustee Jones Motion to approve.
Trustee McKenzie Second

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated August 9, 2019 and August 23, 2019 and Road District checks #21001 through check #21035 in the amount of \$544,224.01.

Trustee Carrabotta Motion to approve.
Trustee Jones Second.

Trustee McKenzie clarified that the check #21010 in amount of \$147,851.49 was voided to change the correct payee on the check and the new check was added with the same amount.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated August 9, 2019 and August 23, 2019 and General Town Fund checks #57044 through check #57114 in the amount of \$304,329.56.

Trustee Sweeney Motion to approve.
Trustee Carrabotta Second.

Trustee Sweeney stated that in regards to the check #57062 in the amount of \$9,993.75 for Ancel Glink P.C. for corporate legal fees, the check will be approved subject to the itemization of bill dated July 12, 2019 for 8 hours of service.

Attorney Krafthefer explained the services provided at that day and put them in writing on the

statement.

Trustee Sweeney stated that in regards to the check #57061 to American Charge Service for MaineLines Vouchers, she asked if those vouchers are issued with names.

Administrator Berman stated that the MaineLines Vouchers are issued to the General Assistance clients and the names are being withheld.

Trustee McKenzie referred to the check #57064 in amount of \$6,400.00 to the Republic SVC #551, questioning why the description says Capital Fund - Yard Waste Stickers. She pointed out that it should not be charged to Capital Fund.

Administrator Berman stated that it is temporary and it will be moved to the new created Line Item and the email will be sent to Trustees.

Trustee McKenzie questioned the check #57104 in amount of \$800.00 to Barbara A. Weiner for Legal Consultation.

Richard Lyon provided the Board with the Memo regarding Barbara Weiner Legal Consultation Program which is offered to MaineStay for the last 15 years.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Public Participation

Enrique Avila, unincorporated Des Plaines resident expressed his concerns regarding his neighbor and neighborhood environment.

The Board members were very interested in Mr. Avila's matters and he was promised that there will be more investigation on his issue.

See video at 0:23:11.

Agenda Item: Old Business, Barton Marketing Group Contract Renewal

Trustee McKenzie stated that two proposals were included in the Board packet and additional one was received from Dick Barton. She explained that Trustees had some questions with wording and Trustee Carrabotta revised said proposal which is now recommended for approval.

Mr. Barton pointed out a mistake on page 2 in paragraph 4 (a), the word "extended" needed to be change to "agreement".

Trustee McKenzie	Motion to accept the hourly General Agreement and Contract for Professional Services for Barton & Barton, Ltd. d/b/a Barton Marketing Group for a year term ended August 27, 2020 as revised by Trustee Carrabotta, with the revision in paragraph 4 (a) "extended" to "agreement".
Trustee Sweeney	Second.

Discussion.

See video at 0:36:13.

After discussion Mr. Barton was in agreement with the proposed contract.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Old Business, Salary Increases – Discussion and Possible Vote

Attorney Krafthefer recommended tabling the Salary Increase Discussion and Possible Vote due to Supervisor Morask’s absence.

Trustee McKenzie Motion to table the Salary Increases – Discussion and Possible Vote to the next Board meeting.

Trustee Sweeney Second.

Motion on a roll call vote as follows:

Supervisor Morask Absent

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Personnel

None.

Agenda Item: New Business, Postage Machine Lease – Discussion and Vote

Trustee McKenzie stated that Maine Township currently has a postage machine lease with Pitney Bowes, which will expire on August 31, 2019. She added that we received a proposed less expensive lease from a new vendor Neopost. The Neopost proposes a 36-month lease for \$293.27 per month invoice quarterly for a total of \$10,557.72.

Trustee Jones Motion to accept the Neopost Postage Machine 36-month lease for \$293.27 per month invoice quarterly for a total of \$10,557.72.

Trustee Carrabotta Second.

Discussion.

See video at 0:46:38.

After discussion regarding the length of the lease in relation to the new elected Board in 2021 the Board amended previous motion.

Trustee Sweeney Motion to amend subject to approval by Township Attorney. See video tape.

Trustee Carrabotta Second.

Motion on a roll call vote as follows:

Supervisor Morask Absent

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Officials’ Reports

Trustee Jones stated that the National Night Out was another excellent event. She thanked Clerk Gialamas for a wonderful job planning and she thanked all the volunteers and vendors for making this event great.

Trustee Sweeney complimented Clerk Gialamas on the National Night Out success.

Trustee Carrabotta stated that Clerk Gialamas did an excellent job on the National Night Out event. He expressed that his favorite was an evening walk with glow sticks and seeing our children and residents excited and happy.

Assessor Moylan Krey commented on the National Night Out event being a perfect night and great success.

Assessor Moylan Krey stated that the letters came out on Friday for the Re-review on appeals. She added that today was the last day to re-review them and our residents had only a couple of days to do it. Her office has been very busy and in the last 2 days they served 300 residents and answered 150 phone calls. The next step to appeal is to the Board of Review which will be open in approximately 3-4 weeks. She stated that the Maine Township Assessor's office will have a couple of Outreach seminars to help the residents file their appeals.

Clerk Gialamas thanked all the volunteers, the Board, Maine Township staff and especially Doriene Prorak who was Clerk Gialamas' right hand in preparing for the National Night Out. He stated that it was a very nice event and there were a lot of participation from local government offices, businesses and law enforcement. Clerk Gialamas noted that the residents were pleased and the event was a success.

Agenda Item: Administrator's Report

Administrator Berman thanked Clerk Gialamas, the residents, all the volunteers and vendors for a very successful National Night Out.

Agenda Item: Closed Session, Review and Approval of Closed Session Minutes of February 26, 2019

Trustee Carrabotta Motion to go to the Closed Session for the sole purpose to review the Closed Session Minutes of February 26, 2019.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Morask Absent

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

The Board re-convened in Open Session at 8:45 p.m.

Trustee Sweeney Motion to re-convene in Open Session.

Trustee Carrabotta Second.

Motion on a roll call vote as follows:

Supervisor Morask Absent

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

There was no action taken in or after the Closed Session.

Agenda Item: Adjournment

Trustee Sweeney Motion to adjourn.

Trustee Carrabotta Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 8:47 p.m.

Maine Township Clerk