

Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, September 24 2019

Township Board Meeting
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

Discussion and Potential Action on the Following Items:

1. Approval of Minutes of August 27, 2019 Bill Pay Review
2. Approval of Minutes of August 27, 2019 Board Meeting
3. Approval of General Assistance Expenditures
4. Approval of Road District Expenditures
5. Approval of General Town Fund Expenditures
6. Public Participation
7. Old Business
 - Establish Employee Raises
8. Personnel
9. New Business
 - Administrator's Report on Barton Marketing Group Editorial Calendar through end of calendar year
 - Discussion and Vote on Anticipated Needs for the Monthly Services of Barton Marketing Group
 - Discussion regarding the Non-Compliance of Various Ordinances including and not limited to Garbage Collection, Dog Barking
10. Officials' Reports
11. Administrator's Report
12. Closed Session
 - Review and Approval of February 26, 2019 and March 26, 2019 Closed Session Minutes
13. Adjournment



ADMINISTRATOR'S REPORT

Date: September, 2019

To: All Elected Officials

From: Dayna Berman, Administrator

With funding hearings around the corner, I spent time reviewing applications with MaineStay Agency & Program Coordinator, Kristina Christie. Most of the applications that we reviewed were agencies that are applying for the first time. Supervisor Morask also received copies for review to ensure these agencies met the qualifications that are required. Funding packets were delivered to the trustees on the 17th so they can start reviewing the applications as well. As I say every year, these organizations all provide great services to our residents and it is going to be quite difficult to determine the allocation of funds.

As the liaison between Barton Marketing Group and the Board of Trustees, I will be presenting future requests for public relations at board meetings. With this new procedure beginning this month, we can hopefully streamline the process.

I met with staff from the Josselyn Center, whom we partner with by providing a psychiatrist for our psychiatric program. Supervisor Morask and Richard Lyon, Director of MaineStay were also present. We discussed a concern we had, in that the current psychiatrist, Dr. Lin who will be retiring in November will be replaced with a Nurse Practitioner (who does have the ability to write prescriptions). We explored several options and the conversation will continue throughout the month of October.

We had our fire alarm inspection this month with Fox Valley Fire & Safety and an inspection of our security system with Midco to ensure our building safety system are in good working order.

I continue to meet with Mike Samaan, Director of Maintenance, to review building repairs and updates on the Capital Fund Projects. We are waiting for one more carpet estimate and will present the information to the board so we can move forward on this project.

Nader Ghazaleh, Code Enforcement Officer, kept me up to date on some of the bigger issues that are occurring in the township. We are still finding residents that are dumping tv sets and other large items, especially in the areas where there are townhomes. Unfortunately, we cannot delineate from which household this is coming from. We are working closely with Republic to remedy this.

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
		09:13:27 AM									
	REVENUE										
	Property Tax	1,713,950.37	65,583.41	26,158.25	0.00	382,850.04	978,554.76	3,167,096.83	4,060,000.00	892,903.17	22%
	Interest Income	2,083.10	2,342.53	2,148.83	1,922.87	2,142.46	2,239.68	12,879.47	22,208.00	9,328.53	42%
	MaineStay Fees	2,915.00	2,471.50	6,617.50	2,408.00	1,151.00	727.50	16,290.50	24,656.00	8,365.50	34%
	Senior Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,554.00	3,554.00	100%
	MaineStreamers	0.00	14,560.68	77,494.38	64,224.50	36,962.00	29,573.65	222,815.21	365,142.00	142,326.79	39%
	Yard Stickers and Rebates	211.50	2,215.72	572.50	1,575.75	2,722.16	347.50	7,645.13	12,402.00	4,756.87	38%
	Postage	181.44	430.92	158.76	612.36	680.40	544.32	2,608.20	4,184.00	1,575.80	38%
	Food Pantry Cash Donations	0.00	0.00	20,374.30	10,193.51	1,395.65	1,071.00	33,034.46	51,265.00	18,230.54	36%
	Garage Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,351.00	4,351.00	100%
	Passport Fees	4,746.00	9,819.00	4,448.00	6,242.70	7,615.00	7,285.00	40,155.70	71,124.00	30,968.30	44%
	Vehicle Sticker Fees	0.00	0.00	130.00	0.00	41.00	0.00	171.00	165.00	-6.00	-4%
	Transportation Fees	102.00	63.00	87.00	145.00	108.00	153.00	658.00	1,417.00	759.00	54%
	Prsnl Prop Replacement Tax	0.00	16,960.42	20,619.50	0.00	12,179.54	1,461.06	51,220.52	67,653.00	16,432.48	24%
	Other Income	4,547.72	75.00	921.25	0.00	941.00	0.00	6,484.97	7,290.00	805.03	11%
	NET REVENUE	1,728,737.13	114,522.18	159,730.27	87,324.69	448,788.25	1,021,957.47	3,561,059.99	4,695,411.00	1,134,351.01	24%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	EXPENSES										
	ADMINISTRATION										
	Salaries/Gross Pay Account	43,929.93	46,293.78	71,408.92	48,731.15	48,660.53	56,190.57	315,214.88	620,371.00	305,156.12	49%
	Salaries/Elected Officials	13,436.08	13,436.08	16,256.52	13,103.30	13,536.35	13,079.99	82,848.32	187,650.00	104,801.68	56%
	IDES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Social Security	4,362.61	4,543.46	6,668.50	4,693.52	4,698.70	5,272.10	30,238.89	63,000.00	32,761.11	52%
	IMRF	4,536.92	4,752.32	6,762.73	4,764.32	4,748.89	5,538.02	31,103.20	62,000.00	30,896.80	50%
	Administrative Div. Health Ins.	27,809.13	27,809.13	27,380.48	27,676.87	30,648.80	33,340.26	174,664.67	368,363.00	193,698.33	53%
	Life Insurance	194.60	194.60	194.60	194.60	203.42	203.42	1,185.24	2,426.00	1,240.76	51%
	Dental Insurance	1,690.90	2,284.10	1,978.60	952.40	1,681.00	58.80	8,645.80	17,671.00	9,025.20	51%
	Accounting Services	1,209.66	7,324.84	1,596.91	1,344.75	1,309.26	12,515.93	25,301.35	37,212.00	11,910.65	32%
	Building & Grounds Maint	558.08	464.93	373.99	4,932.59	2,952.76	292.91	9,575.26	21,196.00	11,620.74	55%
	Community Info-Support	0.00	3,541.00	3,541.00	3,541.00	3,541.00	3,541.00	17,705.00	42,493.00	24,788.00	58%
	Conferences Meetings	0.00	75.00	0.00	0.00	0.00	30.00	105.00	822.00	717.00	87%
	Special Programs	57.19	0.00	600.00	234.20	204.50	-445.00	650.89	2,394.00	1,743.11	73%
	Dues Subscriptions	0.00	0.00	35.00	2,050.00	175.00	1,467.59	3,727.59	4,008.00	280.41	7%
	Equipment Leasing Maint	1,230.25	522.00	1,290.25	1,439.16	697.00	1,625.25	6,803.91	19,659.00	12,855.09	65%
	Gen Ins Liability Ins Bond	0.00	0.00	64,924.40	0.00	0.00	0.00	64,924.40	65,100.00	175.60	0%
	Website/Email Host	5,000.00	0.00	6,600.00	896.37	0.00	0.00	12,496.37	16,384.00	3,887.63	24%
	Print Management	320.20	320.20	320.20	320.20	320.20	320.20	1,921.20	3,842.00	1,920.80	50%
	Computer Tech Support	520.00	520.00	520.00	520.00	520.00	520.00	3,120.00	6,240.00	3,120.00	50%
	Legal Services	9,937.50	22,865.65	13,977.80	9,056.70	9,993.75	1,883.15	67,714.55	100,000.00	32,285.45	32%
	Mileage-Travel-Lodging Exp	0.00	15.00	0.00	0.00	0.00	36.54	51.54	947.00	895.46	95%
	Police Protection	0.00	0.00	0.00	8,600.00	0.00	0.00	8,600.00	49,800.00	41,200.00	83%
	Plan Commission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Postage	8,644.43	3,321.57	-455.70	7,602.83	-357.35	-1,725.70	17,030.08	28,901.00	11,870.92	41%
	Printing Publishing	920.56	6,124.27	1,055.82	8,773.00	-1,638.68	725.00	15,959.97	32,174.00	16,214.03	50%
	Food Pantry	0.00	0.00	0.00	1,175.50	146.16	0.00	1,321.66	15,278.00	13,956.34	91%
	Code Enforcement Expense	25.49	0.00	0.00	15.98	0.00	109.33	150.80	766.00	615.20	80%
	Maine Township Rec. Connecti	3,196.68	2,653.66	6,185.30	3,443.80	3,655.05	4,722.85	23,857.34	45,705.00	21,847.66	48%
	Telecommunications	1,991.65	1,877.49	1,742.50	2,007.04	2,037.84	2,033.65	11,690.17	23,063.00	11,372.83	49%
	Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.00	325.00	100%
	Transportation/Mainelines	0.00	75.00	0.00	0.00	1,055.00	990.00	2,120.00	4,565.00	2,445.00	54%
	Utilities	2,853.01	2,242.15	1,778.48	1,359.95	1,668.08	1,849.70	11,751.37	25,399.00	13,647.63	54%
	Miscellaneous (Administr)	0.00	0.00	0.00	9,876.00	0.00	0.00	9,876.00	66.00	-9,810.00	-14864%
	Neighborhood Watch	0.00	225.00	0.00	912.50	0.00	2,067.51	3,205.01	2,240.00	-965.01	-43%
	Office Supplies/Sm. Equipment	0.00	2,182.75	546.35	808.42	958.97	54.88	4,551.37	12,178.00	7,626.63	63%
	Operating Supplies Maint	248.05	580.05	1,510.74	1,284.67	787.26	727.75	5,138.52	9,236.00	4,097.48	44%
	Vehicle Expense	0.00	25.00	0.00	25.00	25.00	0.00	75.00	2,408.00	2,333.00	97%
	Building	0.00	82.67	0.00	0.00	0.00	0.00	82.67	1,053.00	970.33	92%
	Clean-up/Waste Hauler	0.00	0.00	0.00	0.00	0.00	6,475.00	6,475.00	0.00	-6,475.00	#DIV/0!
	Equipment Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,875.00	5,875.00	100%
	Capital Fund	3,800.00	4,750.00	4,290.00	1,700.00	5,750.00	0.00	20,290.00	250,000.00	229,710.00	92%
	Total	136,472.92	159,101.70	241,083.39	172,035.82	137,978.49	153,500.70	1,000,173.02	2,150,812.00	1,150,638.98	53%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	ASSESSOR										
	Assessor Division Salary	14,216.60	14,184.20	22,321.20	14,940.20	14,168.00	14,168.00	93,998.20	192,376.00	98,377.80	51%
	Assessor Division SS	1,005.71	1,003.24	1,605.17	1,061.06	999.64	999.64	6,674.46	14,355.00	7,680.54	54%
	Assessor Division IMRF	1,326.10	1,326.10	1,989.14	1,326.10	1,326.10	1,271.35	8,564.89	17,584.00	9,019.11	51%
	Health Insurance	9,465.24	9,465.24	9,465.24	9,465.24	10,347.18	10,347.18	58,555.32	121,451.00	62,895.68	52%
	Dental Insurance	185.00	18.00	18.00	18.00	153.00	484.50	876.50	5,022.00	4,145.50	83%
	Life Insurance	41.70	41.70	41.70	41.70	43.59	43.59	253.98	500.00	246.02	49%
	Conferences Meetings	0.00	0.00	0.00	0.00	0.00	92.56	92.56	848.00	755.44	89%
	Cook Cty Assessor Tie-in	0.00	0.00	475.00	0.00	0.00	0.00	475.00	1,025.00	550.00	54%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	452.00	452.00	100%
	Equipment Leasing-Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Mileage-Travel-Lodging Exp	0.00	744.21	37.74	0.00	65.10	0.00	847.05	1,200.00	352.95	29%
	Postage	0.00	0.00	0.00	0.00	0.00	187.50	187.50	400.00	212.50	53%
	Printing-Publishing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	397.00	397.00	100%
	Sidwell Maps	0.00	510.00	0.00	0.00	0.00	0.00	510.00	707.00	197.00	28%
	Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.00	116.00	100%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	177.00	177.00	100%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Total	26,240.35	27,292.69	35,953.19	26,852.30	27,102.61	27,594.32	171,035.46	356,612.00	185,576.54	52%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	MAINESTAY										
	MaineStay Salary	25,962.29	25,998.59	39,018.30	28,921.90	22,066.12	20,949.19	162,916.39	345,320.00	182,403.61	53%
	Social Security	1,880.64	1,880.64	2,851.64	2,107.05	1,591.08	1,525.95	11,837.00	28,000.00	16,163.00	58%
	IMRF	2,749.68	2,749.68	4,124.52	3,065.18	2,329.04	2,227.38	17,245.48	38,000.00	20,754.52	55%
	Administrative Div. Health Ins.	14,860.49	14,860.49	14,860.49	14,860.49	16,258.73	13,655.37	89,356.06	169,046.00	79,689.94	47%
	Life Ins.	97.30	97.30	97.30	97.30	101.71	87.18	578.09	1,203.00	624.91	52%
	Dental Ins.	838.00	1,633.40	42.00	42.00	302.60	845.00	3,703.00	5,530.00	1,827.00	33%
	Conferences-Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	610.00	610.00	100%
	Consultation/Staff Training	329.00	224.00	0.00	20.00	0.00	40.00	613.00	1,960.00	1,347.00	69%
	Special Programs - MaineStay	236.59	400.00	6,034.52	0.00	46.00	0.00	6,717.11	9,515.00	2,797.89	29%
	Dues-Subscriptions/Licensures	75.00	718.77	125.00	0.00	0.00	800.00	1,718.77	1,866.00	147.23	8%
	Print Management	220.20	220.20	220.20	220.20	220.20	220.20	1,321.20	2,642.00	1,320.80	50%
	Gen Ins Liability Ins Bond	1,032.00	0.00	0.00	0.00	0.00	0.00	1,032.00	1,150.00	118.00	10%
	Computer Tech Support	520.00	520.00	520.00	520.00	520.00	520.00	3,120.00	6,240.00	3,120.00	50%
	Mileage-Travel-Lodging Exp	0.00	126.54	84.08	0.00	351.70	87.46	649.78	1,608.00	958.22	60%
	Postage	24.05	230.75	11.10	8.80	33.90	14.70	323.30	431.00	107.70	25%
	Printing-Publishing	38.25	38.25	114.65	187.25	38.25	84.20	500.85	1,383.00	882.15	64%
	Community Education	31.84	0.00	0.00	0.00	0.00	0.00	31.84	101.00	69.16	68%
	Training Manual & Books	0.00	0.00	0.00	0.00	0.00	0.00	0.00	288.00	288.00	100%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.00	41.00	100%
	Office Supplies/Sm Equipment	139.00	433.40	0.00	0.00	0.00	499.79	1,072.19	3,974.00	2,901.81	73%
	Youth Recreation Fund	0.00	0.00	1,207.00	1,529.40	0.00	0.00	2,736.40	2,964.00	227.60	8%
	Summer Youth Camp	0.00	800.00	2,731.54	419.63	2,770.35	-1,317.29	5,404.23	9,948.00	4,543.77	46%
	Garage Sale	0.00	0.00	0.00	0.00	0.00	130.00	130.00	430.00	300.00	70%
	Total	49,034.33	50,932.01	72,042.34	51,999.20	46,629.68	40,369.13	311,006.69	632,250.00	321,243.31	51%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	SENIOR										
	Senior Salary	19,558.97	21,558.70	32,338.05	21,558.70	21,558.70	21,558.70	138,131.82	273,540.00	135,408.18	50%
	Social Security	1,465.78	1,618.76	2,443.38	1,611.42	1,609.32	1,609.32	10,357.98	21,500.00	11,142.02	52%
	IMRF	2,084.99	2,298.16	3,447.24	2,298.16	2,298.16	2,298.16	14,724.87	28,800.00	14,075.13	49%
	Life Ins.	69.50	69.50	69.50	69.50	72.65	72.65	423.30	861.00	437.70	51%
	Dental Ins.	1,574.30	208.50	119.50	588.84	30.00	305.50	2,826.64	2,171.00	-655.64	-30%
	Administrative Div. Health Ins.	8,495.79	8,495.79	8,495.79	8,433.97	9,292.03	9,292.03	52,505.40	111,802.00	59,296.60	53%
	Conferences-Meetings	0.00	0.00	0.00	0.00	257.65	0.00	257.65	387.00	129.35	33%
	Special Programs	0.00	0.00	407.85	0.00	632.14	0.00	1,039.99	6,783.00	5,743.01	85%
	Print Management	245.20	245.20	245.20	245.20	245.20	245.20	1,471.20	2,942.00	1,470.80	50%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00	125.00	100%
	Mileage-Travel-Lodging Exp	0.00	0.00	0.00	0.00	0.00	23.89	23.89	1.00	-22.89	-2289%
	Postage	140.25	1,156.20	113.35	1,108.05	148.55	1,107.40	3,773.80	11,209.00	7,435.20	66%
	Printing-Publishing	0.00	1,037.00	0.00	930.00	0.00	930.00	2,897.00	10,830.00	7,933.00	73%
	Telecommunications	2.95	0.00	2.03	2.31	2.42	3.91	13.62	35.00	21.38	61%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	391.98	0.00	391.98	2,826.00	2,434.02	86%
	Computer Tech Support	520.00	520.00	520.00	520.00	520.00	520.00	3,120.00	6,240.00	3,120.00	50%
	MaineStreamers	25,367.78	16,703.31	29,559.62	41,924.77	69,577.38	7,847.44	190,980.30	304,456.00	113,475.70	37%
	Total	59,525.51	53,911.12	77,761.51	79,290.92	106,636.18	45,814.20	422,939.44	784,508.00	361,568.56	46%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	CLERK										
	Clerk's Division Salary	9,998.70	10,161.13	15,227.42	10,033.11	10,170.94	8,553.23	64,144.53	132,890.00	68,745.47	52%
	Social Security	742.57	757.77	1,144.85	745.23	766.17	629.92	4,786.51	10,500.00	5,713.49	54%
	IMRF	1,083.75	1,104.94	1,658.07	1,087.43	1,107.44	791.37	6,833.00	14,500.00	7,667.00	53%
	Administrative Div. Health Ins.	3,687.75	3,687.82	3,687.82	3,687.82	4,072.90	1,381.44	20,205.55	47,081.00	26,875.45	57%
	Life Ins.	27.80	27.80	27.80	27.80	29.06	14.53	154.79	344.00	189.21	55%
	Dental Ins.	181.00	326.00	12.00	12.00	91.00	6.50	628.50	2,093.00	1,464.50	70%
	Conferences-Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145.00	145.00	100%
	Dues-Subscriptions	30.00	0.00	0.00	33.00	0.00	0.00	63.00	313.00	250.00	80%
	Print Management	220.20	220.20	220.20	220.20	220.20	220.20	1,321.20	2,642.00	1,320.80	50%
	Gen Insur Liability Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Mileage-Travel-Lodging Exp	0.00	0.00	13.57	0.00	0.00	0.00	13.57	10.00	-3.57	-36%
	Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	25.00	100%
	Honor Flight	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
	Computer Tech Support	520.00	520.00	520.00	520.00	520.00	520.00	3,120.00	6,240.00	3,120.00	50%
	Postage	998.15	981.50	634.40	1,292.50	0.00	1,144.00	5,050.55	10,792.00	5,741.45	53%
	Printing-Publishing	0.00	275.12	0.00	0.00	1,447.00	0.00	1,722.12	448.00	-1,274.12	-284%
	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.00	79.00	100%
	Office Supplies/Sm Equipment	0.00	17.90	0.00	19.00	0.00	341.31	378.21	806.00	427.79	53%
	Total	17,489.92	18,080.18	23,146.13	17,678.09	18,424.71	13,602.50	108,421.53	229,909.00	121,487.47	53%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	OEM										
	Emergency Mgmt Salary	0.00	165.00	450.00	300.00	300.00	300.00	1,515.00	6,000.00	4,485.00	75%
	OEM Social Security	0.00	12.59	34.39	22.92	22.95	22.92	115.77	500.00	384.23	77%
	Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Conferences-Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71.00	71.00	100%
	Special Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Special Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.00	96.00	100%
	Citizen Corps Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Dues-Subscriptions	0.00	0.00	0.00	0.00	0.00	62.50	62.50	1.00	-61.50	-6150%
	Equipment Leasing-Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	170.00	170.00	100%
	Volunteer Insurance	0.00	591.30	0.00	0.00	0.00	0.00	591.30	581.00	-10.30	-2%
	Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Computer Tech Support	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	1.00	1.00	100%
	Utilities	236.57	360.13	338.33	455.51	127.91	327.27	1,845.72	3,754.00	1,908.28	51%
	Telecommunications	272.39	577.02	272.02	59.50	141.61	141.61	1,464.15	3,166.00	1,701.85	54%
	Staff Training	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	1.00	1.00	100%
	Office Supplies/Sm Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.00	22.00	100%
	Operating Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82.00	82.00	100%
	Disaster Operations Supplies	0.00	200.00	0.00	0.00	0.00	0.00	200.00	323.00	123.00	38%
	Building	0.00	315.90	0.00	0.00	0.00	0.00	315.90	395.00	79.10	20%
	Vehicle Expense	0.00	0.00	1,788.77	0.00	0.00	0.00	1,788.77	1,800.00	11.23	1%
	Total	508.96	2,221.94	2,883.51	837.93	592.47	854.30	7,899.11	16,969.00	9,069.89	53%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	TOTAL OPERATING EXPENSES	289,271.99	311,539.64	452,870.07	348,694.26	337,364.14	281,735.15	2,021,475.25	4,171,060.00	2,149,584.75	52%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	Wednesday, September 18, 2019	09:14:26 AM									
	REVENUE										
	Beginning Balance										
	Property Tax	342,564.56	8,336.31	4,889.48	0.00	0.00	0.00	355,790.35	600,000.00	244,209.65	41%
	SS Reimbursement	380.00	0.00	0.00	0.00	0.00	7,583.36	7,963.36	10,813.00	2,849.64	26%
	Interest Income	599.81	4,979.02	594.47	537.77	633.94	576.46	7,921.47	6,010.00	-1,911.47	-32%
	Energy Assistance Revenue	1,146.00	928.00	562.00	60.00	1,328.00	58.00	4,082.00	21,066.00	16,984.00	81%
						0.00					
	NET REVENUE	345,880.37	27,329.33	6,045.95	597.77	1,961.94	8,217.82	526,377.53	637,889.00	111,511.47	17%
	EXPENSES										
	EXPENSES-ADMINISTRATIVE										
	Gross Pay Account	21,879.70	17,859.58	29,034.27	19,352.82	19,352.82	19,413.33	126,892.52	282,270.00	155,377.48	55%
	IDES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Social Security	1,621.42	1,313.88	2,166.15	1,446.36	1,444.64	1,449.28	9,441.73	22,000.00	12,558.27	57%
	IMRF	2,332.38	1,903.83	3,095.06	2,063.02	2,063.01	2,069.47	13,526.77	31,000.00	17,473.23	56%
	Administrative Div. Health Ins.	7,423.54	7,423.54	7,423.54	7,617.62	8,075.37	8,075.37	46,038.98	83,482.00	37,443.02	45%
	Life Insurance	69.50	69.50	69.50	69.50	72.65	72.65	423.30	900.00	476.70	53%
	Dental Insurance	149.00	138.00	148.60	18.00	656.00	130.10	1,239.70	4,000.00	2,760.30	69%
	Tuition Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Accounting Services	433.94	444.94	583.02	464.02	443.02	3,587.02	5,955.96	8,871.00	2,915.04	33%
	Conferences Meetings	0.00	0.00	0.00	0.00	0.00	12.00	12.00	340.00	328.00	96%
	Dues Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00	100%
	Print Management	0.00	370.20	370.20	370.20	370.20	370.20	1,851.00	4,443.00	2,592.00	58%
	General Insurance-Liab-Bond	0.00	0.00	7,144.60	0.00	0.00	0.00	7,144.60	7,645.00	500.40	7%
	Legal Services	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	0.00	0.00	51.37	51.37	885.00	833.63	94%
	Postage	290.98	226.35	232.10	172.90	232.10	198.65	1,353.08	3,475.00	2,121.92	61%
	Printing Publishing	370.20	1,664.96	0.00	55.00	0.00	5,100.00	7,190.16	628.00	-6,562.16	-1045%
	Staff Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	389.00	389.00	100%
	Hearing Officer	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	1.00	1.00	100%
	Office Supplies	0.00	0.00	31.89	0.00	0.00	0.00	31.89	2,230.00	2,198.11	99%
	Operating Supplies/Maint	0.00	166.75	462.00	0.00	0.00	0.00	628.75	941.00	312.25	33%
	Computer Software Development	0.00	0.00	0.00	0.00	0.00	2,350.00	2,350.00	2,350.00	0.00	0%
	Comp Tech Support	520.00	520.00	520.00	520.00	520.00	520.00	3,120.00	6,240.00	3,120.00	50%
	Total	35,090.66	32,101.53	51,280.93	32,149.44	33,229.81	43,399.44	227,251.81	462,144.00	234,892.19	51%
	EXPENSES-ASSISTANCE										
	Client Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Emergency Assist Program	95.00	95.00	0.00	0.00	300.00	300.00	790.00	1,150.00	360.00	31%
	Prescription Drugs	0.00	0.00	0.00	0.00	1,735.90	0.00	1,735.90	1,157.00	-578.90	-50%
	Dental Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Medical Services	0.00	168.75	0.00	0.00	0.00	250.00	418.75	12.00	-406.75	-3390%
	Funeral & Burial Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
	Wednesday, September 18, 2019	09:14:26 AM									
	Client Utilities	961.08	786.31	808.20	487.40	752.78	1,291.95	5,087.72	7,569.00	2,481.28	33%
	Shelter-Rent	4,951.66	5,232.22	4,877.22	4,944.22	6,510.22	7,560.22	34,075.76	64,281.00	30,205.24	47%
	Ambulance Paramedic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Food/Pers essentials	6,000.00	6,000.00	0.00	0.00	6,000.00	7,500.00	25,500.00	42,555.00	17,055.00	40%
	Transport/Clothing	1,894.00	1,854.00	1,675.00	1,760.00	2,080.00	2,325.00	11,588.00	21,069.00	9,481.00	45%
	Transient	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100%
	Catastro. Med. Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,080.00	4,080.00	100%
	Total	13,901.74	14,136.28	7,360.42	7,191.62	17,378.90	19,227.17	79,196.13	141,878.00	62,681.87	44%
	TOTAL OPERATING EXPENSES	48,992.40	46,237.81	58,641.35	39,341.06	50,608.71	62,626.61	306,447.94	604,022.00	297,574.06	49%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

42% of the year remaining MAR APR MAY JUN JUL AUG YTD DISBURSE BUDGET BALANCE % Left

REVENUE

	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
Property Tax	735,875.84	28,220.37	11,279.81	0.00	399,027.71	502,578.99	1,676,982.72	1,902,125.00	225,142.28	12%
Other Income	5,213.86	400.00	10,011.02	1,160.33	500.00	14,588.02	31,873.23	55,780.00	23,906.77	43%
Interest Income	795.16	853.25	831.67	761.55	800.32	859.02	4,900.97	3,618.00	-1,282.97	-35%
Permit Fees	0.00	425.00	0.00	2,476.75	1,375.00	850.00	5,126.75	14,068.00	8,941.25	64%
Persnl Prop Replacement Tx	0.00	16,961.19	20,620.68	0.00	12,179.98	1,461.11	51,222.96	73,033.00	21,810.04	30%
NET REVENUE	741,884.86	46,859.81	42,743.18	4,398.63	413,883.01	520,337.14	1,770,106.63	2,048,624.00	278,517.37	14%

EXPENSES

GENERAL ROAD FUND-ADMINISTRATIVE

Admin Salary Expense	4,659.48	4,659.48	6,989.22	5,498.36	4,892.46	4,892.46	31,591.46	64,000.00	32,408.54	51%
Health Insurance	9,520.80	12,166.19	12,236.63	11,918.87	11,770.28	11,770.28	69,383.05	153,800.00	84,416.95	55%
Life Insurance	55.60	83.40	97.30	83.40	87.18	87.18	494.06	1,200.00	705.94	59%
Dental Insurance	559.00	129.00	1,820.50	564.00	36.00	45.50	3,154.00	5,000.00	1,846.00	37%
Alcohol & Drug Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	540.00	540.00	100%
Payroll Service	323.36	334.36	505.95	370.44	352.30	337.30	2,223.71	4,500.00	2,276.29	51%
Accounting Services	0.00	0.00	0.00	0.00	0.00	1,675.00	1,675.00	2,500.00	825.00	33%
Conferences Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
Dues Subscriptions	0.00	0.00	250.00	0.00	0.00	0.00	250.00	550.00	300.00	55%
Legal Services	0.00	0.00	320.00	315.00	4,800.00	0.00	5,435.00	12,000.00	6,565.00	55%
Mileage Travel Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	100%
Municipal Replacement Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	35,000.00	100%
Postage	0.00	0.00	23.30	0.00	8.50	55.00	86.80	175.00	88.20	50%
Printing Publishing	0.00	1,323.51	234.35	1,534.46	0.00	0.00	3,092.32	6,000.00	2,907.68	48%
Telephone	459.93	598.96	597.35	685.46	600.81	601.52	3,544.03	6,500.00	2,955.97	45%
Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00	100%
Miscellaneous	0.00	0.00	0.00	112.35	-6.61	0.00	105.74	300.00	194.26	65%
Office Supplies	0.00	21.15	88.06	180.13	0.00	136.09	425.43	1,500.00	1,074.57	72%
Office Equipment	0.00	0.00	111.99	0.00	0.00	11.21	123.20	5,000.00	4,876.80	98%
Total	15,578.17	19,316.05	23,274.65	21,262.47	22,540.92	19,611.54	121,583.80	300,465.00	178,881.20	60%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	16,015.40	0.00	0.00	0.00	0.00	0.00	16,015.40	130,000.00	113,984.60	88%
Maintenance-Uniforms	827.59	230.77	600.97	0.00	0.00	0.00	1,659.33	3,000.00	1,340.67	45%
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	100%
Equipment Leasing Maint	1,027.60	1,874.64	2,955.16	7,551.97	1,940.09	97.31	15,446.77	85,000.00	69,553.23	82%
Landfill Charges - GRF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	100%
Rentals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00	100%
Street Lighting	0.00	4,565.16	5,020.96	4,512.18	4,523.02	4,731.29	23,352.61	53,500.00	30,147.39	56%
Tree Removal & Spraying	0.00	391.50	0.00	0.00	0.00	0.00	391.50	20,000.00	19,608.50	98%
Utilities	994.79	61.63	890.55	312.96	272.11	572.08	3,104.12	9,000.00	5,895.88	66%
Tree Replacement Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
Gasoline Oil	375.99	1,119.23	1,594.23	2,190.18	523.04	1,337.60	7,140.27	30,000.00	22,859.73	76%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

42% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	YTD DISBURSE	BUDGET	BALANCE	% Left
Building & Oper Sup Mat 1	0.00	299.71	0.00	0.00	253.26	141.29	694.26	7,000.00	6,305.74	90%
Maint Equip & Small Tools	0.00	112.12	31.93	271.00	477.25	208.67	1,100.97	10,000.00	8,899.03	89%
Supplies (Equipment)	619.46	637.44	269.95	579.37	183.10	117.83	2,407.15	25,000.00	22,592.85	90%
Supplies Roads GRF	0.00	32.33	190.91	0.00	0.00	0.00	223.24	4,500.00	4,276.76	95%
Supplies Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,000.00	65,000.00	100%
Total	19,860.83	9,324.53	11,554.66	15,417.66	8,171.87	7,206.07	71,535.62	450,500.00	378,964.38	84%

PERMANENT ROAD FUND

Labor On Roads	13,003.09	25,827.39	40,899.62	32,425.46	28,139.65	30,001.78	170,296.99	290,000.00	119,703.01	41%
Drainage	0.00	0.00	0.00	534.00	2,022.00	0.00	2,556.00	10,000.00	7,444.00	74%
Engineering Services	0.00	2,150.00	4,611.25	5,555.64	3,647.12	1,257.54	17,221.55	40,000.00	22,778.45	57%
Landfill Charges - PRF	0.00	0.00	1,135.75	979.80	365.00	335.25	2,815.80	10,000.00	7,184.20	72%
Project Expenses	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	3,688.02	4,755.00	434,845.69	443,288.71	405,000.00	-38,288.71	-9%
Road Improvement Fund	0.00	0.00	0.00	0.00	0.00	42,952.62	42,952.62	150,000.00	107,047.38	71%
Supplies / Roads PRF	50.50	815.68	172.84	1,678.30	1,898.73	2,240.61	6,856.66	45,000.00	38,143.34	85%
Total	13,053.59	28,793.07	46,819.46	44,861.22	40,827.50	511,633.49	685,988.33	953,500.00	267,511.67	28%

EQUIPMENT & BUILDING FUND

Equipment	730.00	0.00	0.00	202,981.89	0.00	0.00	203,711.89	225,000.00	21,288.11	9%
Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	100%
Storage Building	1,403.75	2,860.29	1,473.93	1,473.93	1,473.93	1,473.93	10,159.76	19,500.00	9,340.24	48%
Total	2,133.75	2,860.29	1,473.93	204,455.82	1,473.93	1,473.93	213,871.65	259,500.00	45,628.35	18%

SOCIAL SECURITY FUND

Social Security	2,502.47	2,258.24	3,580.24	2,833.64	2,455.45	2,596.14	16,226.18	37,500.00	21,273.82	57%
Total	2,502.47	2,258.24	3,580.24	2,833.64	2,455.45	2,596.14	16,226.18	37,500.00	21,273.82	57%

INSURANCE FUND

Workmans Compensation	0.00	0.00	19,112.00	0.00	0.00	0.00	19,112.00	19,112.00	0.00	0%
Unemployment Insurance	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	38,019.00	0.00	0.00	0.00	38,019.00	38,019.00	0.00	0%
Total	0.00	0.00	57,131.00	0.00	0.00	0.00	57,131.00	57,666.00	535.00	1%

IL MUNICIPAL RETIREMENT FUND

IMRF	3,590.07	3,249.90	5,104.95	4,042.68	3,521.22	3,719.73	23,228.55	60,000.00	36,771.45	61%
IMRF Employer ERI Cost	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100%
Total	3,590.07	3,249.90	5,104.95	4,042.68	3,521.22	3,719.73	23,228.55	61,000.00	37,771.45	62%

TOTAL OPERATING EXPENSES	56,718.88	65,802.08	148,938.89	292,873.49	78,990.89	546,240.90	1,189,565.13	2,120,131.00	930,565.87	44%
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MOTION TO APPROVE PAYROLL FOR PAYDATES OF SEPTEMBER 6, 2019,
AND SEPTEMBER 20, 2019 AND ROAD DISTRICT CHECKS #21036
THROUGH CHECK #21070 IN THE AMOUNT OF \$74,174.65.

Maine Township Road & Bridge Fund

SEPTEMBER 2019

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
21036	Sep 1	The Lincoln National	Employer Paid Life Insurance	87.18
21037	Sep 1	Blue Cross Blue Shield of IL	August Health Insurance	8,266.63
21038	Sep 1	The Lincoln National	Vol Life Insurance	113.56
21039	Sep 1	Vision Service Plan (IL)	VSP Vol Vision Insurance	6.60
Wire	Sep 6	Federal Electronic Payroll System	Federal Taxes	4,247.75
Wire	Sep 6	Illinois Department of Revenue	State Taxes	720.88
S/C	Sep 6	Paychex	Service Fee	168.65
Dir.Deposit	Sep 6	Richard A. Brandes	Payroll Check	1,806.36
Dir.Deposit	Sep 6	Peter Douvalakis	Payroll Check	2,823.75
Dir.Deposit	Sep 6	Jason D. Fox	Payroll Check	1,568.90
Dir.Deposit	Sep 6	Dawne Scheel Hayman	Payroll Check	1,564.99
Dir.Deposit	Sep 6	Peter A. Jimenez	Payroll Check	1,532.55
Dir.Deposit	Sep 6	Justin E. Mac Intyre	Payroll Check	1,686.63
Wire	Sep 10	IMRF	Illinois Municipal Retirement Fund	5,390.70
21040	Sep 18	Verizon Wireless	Telephone & Communications	94.49
Wire	Sep 20	Federal Electronic Payroll System	Federal Taxes	4,156.02
Wire	Sep 20	Illinois Department of Revenue	State Taxes	709.01
S/C	Sep 20	Paychex	Service Fee	168.65
Dir.Deposit	Sep 20	Richard A. Brandes	Payroll Check	1,747.81
Dir.Deposit	Sep 20	Peter Douvalakis	Payroll Check	2,686.08
Dir.Deposit	Sep 20	Jason D. Fox	Payroll Check	1,568.90
Dir.Deposit	Sep 20	Dawne Scheel Hayman	Payroll Check	1,607.63
Dir.Deposit	Sep 20	Peter A. Jimenez	Payroll Check	1,532.55
Dir.Deposit	Sep 20	Justin E. Mac Intyre	Payroll Check	1,686.63
21041	Sep 24	A T & T	Telephone Service at Garage	397.36
21042	Sep 24	A T & T	Telephone & Communications	61.53
21043	Sep 24	Acme Truck & Brake Supply Co.	Equipment Maintenance	20.80
21044	Sep 24	Alexander Equipment Co. Inc.	Equipment Supplies & Parts	735.81
21045	Sep 24	Atlas Bobcat LLC	Equipment Maintenance	359.24
21046	Sep 24	Buck Bros. Inc.	Vehicle Maintenance	324.75
21047	Sep 24	COMED - Garage	Utilities - Service at Garage	297.41
21048	Sep 24	COMED - Street Lighting	Utilities - Street Lighting	4,557.59
21049	Sep 24	COMED - Traffic Signals	Utilities - Traffic Signals	100.50
21050	Sep 24	Conserv FS	Fuel	2,286.21
21051	Sep 24	Damiano Diesel Service	Equipment Leasing & Maintenance	2,964.28

21052	Sep 24	Des Plaines Material & Supply	Supplies	2,000.65
21053V	Sep 24	VOID	VOID	-
21054V	Sep 24	VOID	VOID	-
21055	Sep 24	Domestic Uniform Rental	Building & Operating Supplies	32.00
21056	Sep 24	Peter Douvalakis	Telephone	50.00
21057	Sep 24	Evans, Marshall & Pease, P.C.	Audit	1,675.00
21058	Sep 24	Groot Industries, Inc.	Landfill	373.28
21059	Sep 24	Golf Mill Ford	Equipment Maintenance	229.43
21060	Sep 24	Home Depot Credit Services	Building Operating Supplies	364.26
21061	Sep 24	MacMunnis Inc. AAF COMED	Offsite Storage	1,473.93
21062	Sep 24	Maine Township - Town Fund	Printing & August Dental Expense	1,369.01
21063	Sep 24	Metro Federal Credit Union	Conference	28.80
21064	Sep 24	Napa Auto Parts - Des Plaines	Supplies	867.33
21065	Sep 24	Nicor Gas	Utilities - Service at Garage	50.60
21066	Sep 24	Red Wing Shoe Store	Misc. - Uniforms	265.48
21067	Sep 24	Runco Office Supply	Building & Operating Supplies	72.34
21068	Sep 24	Security Benefit	Deferred Comp.	890.00
21069	Sep 24	Spaceco, Inc.	Engineering Services	2,889.84
21070	Sep 24	West Side Tractor Sales	Equipment Maintenance	3,494.32
				\$ 74,174.65

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of September 6, 2019, and September 20, 2019 and Road District Checks #21035 through Checks #21070 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 24TH DAY OF SEPTEMBER, 2019

Supervisor

Attest:

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF SEPTEMBER 6, 2019
AND SEPTEMBER 20, 2019 AND GENERAL TOWN FUND CHECKS #57115
THROUGH CHECK #57184 IN THE AMOUNT OF \$296,879.64.

Maine Township General Town Fund

SEPTEMBER 2019

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
57115	Aug 28	Barton Marketing Group	July Retainer	3,541.00
57116	Sep 1	The Lincoln National	Employer Paid Life Insurance	392.31
57117	Sep 1	AFLAC	Aflac Life	51.82
57118	Sep 1	Republic SVC #551	Clean-up for 9/1-9/31	277.94
57119	Sep 1	Blue Cross Blue Shield	Health Insurance	66,898.16
57120	Sep 1	Comcast	Internet & Fax 8/19-9/18	314.96
57121	Sep 1	Des Plaines, City Water	Water & Sewer Service 5/25-7/25	184.24
57122	Sep 1	NCPERS Group Life Ins.	IMRF Voluntary Life Insurance	80.00
57123	Sep 1	The Lincoln National	Voluntary Life Insurance	111.54
57124	Sep 1	Vision Service Plan (IL)	Insurance Vision Service	184.85
57125	Sep 4	Dish	Cable Service 8/26-9/25	48.03
Wire	Sep 6	Federal Electronic Payroll System	Federal Taxes	15,380.84
Wire	Sep 6	Illinois Department of Revenue	State Taxes	2,926.60
S/C	Sep 6	Paychex	Service Fee	365.86
3399	Sep 6	Susan Moylan Krey	Payroll	946.24
3400	Sep 6	Walter Kazmierczak	Payroll	4,404.28
3401	Sep 6	David A. Carrabotta	Payroll	-
3402	Sep 6	Dorothy D. Moran	Payroll	456.62
3403	Sep 6	Ronald R. Bartsch	Payroll	109.25
3404	Sep 6	Terrence Donnelly	Payroll	236.81
Dir.Deposit	Sep 6	Laura J. Morask	Payroll	684.88
Dir.Deposit	Sep 6	Peter W. Gialamas	Payroll	315.52
Dir.Deposit	Sep 6	Claire R. McKenzie	Payroll	434.81
Dir.Deposit	Sep 6	Kimberly Jones	Payroll	416.73
Dir.Deposit	Sep 6	Susan Kelly Sweeney	Payroll	453.58
Dir.Deposit	Sep 6	Carol A. Langan	Payroll	1,378.98
Dir.Deposit	Sep 6	Dayna E. Berman	Payroll	2,680.32
Dir.Deposit	Sep 6	Denise M. Jajko	Payroll	1,875.09
Dir.Deposit	Sep 6	Doriene K. Prorak	Payroll	1,542.39
Dir.Deposit	Sep 6	Jessica M. Fox	Payroll	842.58
Dir.Deposit	Sep 6	John P. McKenna	Payroll	609.04
Dir.Deposit	Sep 6	Marty Cook	Payroll	632.06
Dir.Deposit	Sep 6	Michael A. Samaan	Payroll	1,393.11
Dir.Deposit	Sep 6	Nader A. Ghazaleh Sr.	Payroll	1,085.53
Dir.Deposit	Sep 6	Nicholas W. Kanehl	Payroll	868.53
Dir.Deposit	Sep 6	Robert M. Carrozza	Payroll	111.17
Dir.Deposit	Sep 6	Sophia R. Nyanue	Payroll	70.60
Dir.Deposit	Sep 6	Stephen T. Basista	Payroll	324.22
Dir.Deposit	Sep 6	Tracy D. Cummings	Payroll	1,047.10
Dir.Deposit	Sep 6	Victoria K. Rizzo	Payroll	1,654.77
Dir.Deposit	Sep 6	Debra A. Babich	Payroll	1,399.73
Dir.Deposit	Sep 6	Elizabeth J. Coy	Payroll	1,344.14
Dir.Deposit	Sep 6	Faris E. Dababneh	Payroll	1,025.23

Dir.Deposit	Sep 6	Mary Dolores Phillips	Payroll	665.52
Dir.Deposit	Sep 6	Anne M. Kolpak-Camarrano	Payroll	1,262.71
Dir.Deposit	Sep 6	Branka Mackic-Aleksic	Payroll	896.85
Dir.Deposit	Sep 6	Kristina A. Christie	Payroll	907.39
Dir.Deposit	Sep 6	Kristen E. Herdegen	Payroll	873.14
Dir.Deposit	Sep 6	Naomi J. Bowman	Payroll	1,127.47
Dir.Deposit	Sep 6	Richard D. Lyon	Payroll	2,181.98
Dir.Deposit	Sep 6	Karen A. Cohen	Payroll	1,150.17
Dir.Deposit	Sep 6	Marie C. Dachniwsky	Payroll	1,408.37
Dir.Deposit	Sep 6	Monika Jaroszewicz	Payroll	1,322.82
Dir.Deposit	Sep 6	Oksana T. Bukaczyk	Payroll	1,112.31
Dir.Deposit	Sep 6	Therese A. Tully	Payroll	1,471.52
Dir.Deposit	Sep 6	Catherine Fredericksen	Payroll	433.77
Dir.Deposit	Sep 6	Rosalind Luburich	Payroll	519.63
Dir.Deposit	Sep 6	Wieslawa Tytko	Payroll	1,584.56
Dir.Deposit	Sep 6	John Bennett	Payroll	135.48
57126	Sep 6	US Postmaster	Mainely News Postage	8,952.28
Wire	Sep 10	IMRF	IL Municipal Retirement Fund	20,397.45
57127	Sep 18	Access One, Inc.	Pot Line Service 9/1-9/31	143.00
57128	Sep 18	Aqua Illinois, Inc.	Water & Sewer 7/24-8/23	133.72
57129	Sep 18	Comed	OEM Service 8/5-9/4	143.88
Wire	Sep 12	Paychex Time Attendance Fee	Payroll Administration Fee	573.55
Wire	Sep 20	Federal Electronic Payroll System	Federal Taxes	12,657.80
Wire	Sep 20	Illinois Department of Revenue	State Taxes	2,481.68
S/C	Sep 20	Paychex	Service Fee	352.96
3405	Sep 20	Susan Moylan Krey	Payroll	946.24
3406	Sep 20	Dorothy D. Moran	Payroll	463.18
3407	Sep 20	Ronald R. Bartsch	Payroll	109.25
3408	Sep 20	Terrence Donnelly	Payroll	446.88
Dir.Deposit	Sep 20	Laura J. Morask	Payroll	684.88
Dir.Deposit	Sep 20	Peter W. Gialamas	Payroll	315.52
Dir.Deposit	Sep 20	Carol A. Langan	Payroll	1,378.98
Dir.Deposit	Sep 20	Dayna E. Berman	Payroll	2,680.32
Dir.Deposit	Sep 20	Denise M. Jajko	Payroll	602.89
Dir.Deposit	Sep 20	Doriene K. Prorak	Payroll	1,542.39
Dir.Deposit	Sep 20	Jessica M. Fox	Payroll	899.32
Dir.Deposit	Sep 20	John P. McKenna	Payroll	297.69
Dir.Deposit	Sep 20	Marty Cook	Payroll	632.06
Dir.Deposit	Sep 20	Michael A. Samaan	Payroll	1,393.11
Dir.Deposit	Sep 20	Nader A. Ghazaleh Sr.	Payroll	1,085.52
Dir.Deposit	Sep 20	Nicholas W. Kanehl	Payroll	868.53
Dir.Deposit	Sep 20	Robert M. Carrozza	Payroll	68.42
Dir.Deposit	Sep 20	Sophia R. Nyanue	Payroll	70.60
Dir.Deposit	Sep 20	Stephen T. Basista	Payroll	324.22
Dir.Deposit	Sep 20	Tracy D. Cummings	Payroll	1,040.90
Dir.Deposit	Sep 20	Victoria K. Rizzo	Payroll	1,654.77
Dir.Deposit	Sep 20	Debra A. Babich	Payroll	1,399.73
Dir.Deposit	Sep 20	Elizabeth J. Coy	Payroll	1,344.14

Dir.Deposit	Sep 20	Faris E. Dababneh	Payroll	1,025.23
Dir.Deposit	Sep 20	Mary Dolores Phillips	Payroll	632.94
Dir.Deposit	Sep 20	Anne M. Kolpak-Camarrano	Payroll	1,262.71
Dir.Deposit	Sep 20	Branka Mackic-Aleksic	Payroll	896.85
Dir.Deposit	Sep 20	Kristina A. Christie	Payroll	907.39
Dir.Deposit	Sep 20	Kristen E. Herdegen	Payroll	1,216.29
Dir.Deposit	Sep 20	Naomi J. Bowman	Payroll	1,127.47
Dir.Deposit	Sep 20	Richard D. Lyon	Payroll	2,181.98
Dir.Deposit	Sep 20	Karen A. Cohen	Payroll	1,150.17
Dir.Deposit	Sep 20	Marie C. Dachniwsky	Payroll	1,408.37
Dir.Deposit	Sep 20	Monika Jaroszewicz	Payroll	1,322.82
Dir.Deposit	Sep 20	Oksana T. Bukaczyk	Payroll	1,112.31
Dir.Deposit	Sep 20	Therese A. Tully	Payroll	1,471.52
Dir.Deposit	Sep 20	Catherine Fredericksen	Payroll	392.31
Dir.Deposit	Sep 20	Rosalind Luburich	Payroll	392.78
Dir.Deposit	Sep 20	Wieslawa Tytko	Payroll	1,584.56
Dir.Deposit	Sep 20	John Bennett	Payroll	138.71
57130	Sep 24	Metro Federal Credit Union	Recovery Connection Meetings	2,725.65
57131V	Sep 24	VOID	Void	-
57132V	Sep 24	VOID	Void	-
57133	Sep 24	Metro Federal Credit Union	TOI Educational Conference	373.50
57134	Sep 24	Metro Federal Credit Union	Code Enforcement Truck Mainten.	81.55
57135	Sep 24	Metro Federal Credit Union	MaineStay Programs, Consultation	261.62
57136	Sep 24	Metro Federal Credit Union	Operating, Building & Grounds Suppl.	185.58
57137	Sep 24	Alternative Energy Solutions	Generator Maintenance	434.00
57138	Sep 24	American Taxi Dispatch, Inc.	Mainelines 20 Vouchers	100.00
57139	Sep 24	Ancel Glink P.C.	Legal Fees	3,638.75
57140	Sep 24	Anderson Lock Company Ltd.	Keys Cut for Offices	42.61
57141	Sep 24	Anderson Pest Solutions	Monthly Pest Management Services	96.05
57142	Sep 24	Avenues to Independence	Grant Payment 6	4,088.00
57143	Sep 24	Barton Marketing Group	Community Information	3,601.50
57144	Sep 24	Nami-CCNS	Grant Payment 2	1,130.00
57145	Sep 24	Bond, Dickson & Associates, P.C.	IMRF Legal Fees	1,883.15
57146	Sep 24	Catholic Charities	Grant Payment 1	800.00
57147	Sep 24	Center for Enriched Living	Grant Payment 1	980.00
57148	Sep 24	The Center of Concern	Grant Payment 7	3,341.00
57149	Sep 24	Kristina Christie-Reimbursement	Mileage	58.62
57150	Sep 24	Children's Advocacy Center	Grant Payment 2	985.00
57151	Sep 24	Comcast Business	BVE Service, Phone, 9/1-9/30	1,435.92
57152	Sep 24	Comcast Cable	OEM Voice, Internet 9/17-10/16	141.61
57153	Sep 24	Comed	Electricity Service 8/7-9/6	1,309.11
57154	Sep 24	Dept. of Financial Professional	Social Worker Dues-Subscriptions	100.00
57155	Sep 24	Office Equipment Leasing Co.	Print Management	1,376.00
57156	Sep 24	District 63 Education	Grant Payment 6	1,875.00
57157	Sep 24	Evans, Marshall and Pease, P.C.	Audit, Meetings, Bookkeeping	11,240.00
57158	Sep 24	Fast Break Beverages, Inc.	Coffee Station Supplies	436.60
57159	Sep 24	Fish	Grant Payment 2	1,200.00
57160	Sep 24	Garvey's Office Products	Office & Operating Supplies	392.93

57161	Sep 24	Peter Gialamas-Reimbursement	NNO Reimbursement	250.00
57162	Sep 24	Grainger, Inc.	Building & Grounds Maintenance	24.86
57163	Sep 24	Kristen E. Herdegen-Reimbursement	Mileage	34.32
57164	Sep 24	Journal & Topics Newspapers	Legal Ad-Audit	82.71
57165	Sep 24	Justifacts Credential Verification	Background Check	59.50
57166	Sep 24	Kim Cleland Yoga, LLC	Recovery Connection Program	600.00
57167	Sep 24	Richard Lyon-Reimbursement	Mileage	56.73
57168	Sep 24	Maryville Academy (dba) Family	Grant Payment 3	2,350.00
57169	Sep 24	Nicor Gas	Commercial Heat 8/12-9/10	119.94
57170	Sep 24	Nicor Gas	Commercial Heat 7/17-8/16	42.74
57171	Sep 24	Northwest Casa	Grant Payment 1	1,000.00
57172	Sep 24	NW Suburban Day Care Ctr.	Grant Payment 7	3,550.00
57173	Sep 24	Park Ridge Community Fund	Recovery Connection Program	105.00
57174	Sep 24	Park Ridge Stationers	Operating Supplies	976.05
57175	Sep 24	Pitney Bowes, Inc.	Postage Machine Lease 6/30-9/29	1,364.16
57176	Sep 24	Pitney Bowes Purchase Power	Passport Postage	880.00
57177	Sep 24	Presstech, Inc.	Mainly News Fall Edition	7,241.00
57178	Sep 24	Quinn Print, Inc.	Recovery Connection Brochures	76.00
57179	Sep 24	Security Benefit	Deferred Comp Contributions	1,490.00
57180	Sep 24	Twp Clerk's Assoc. Cook County	Annual Membership Dues	250.00
57181	Sep 24	Turning Point Behavioral	Grant Payment 5 & 6	7,332.00
57182	Sep 24	Verizon Wireless-Admin.	Telecommunication 9/2-10/1	165.46
57183	Sep 24	Warehouse Direct	Computer Tech Support	2,600.00
57184	Sep 24	Wings	Grant Payment 2	1,450.00
				\$ 296,879.64

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of September 6, 2019 and September 20, 2019 and General Town Fund Checks #57115 through Check #57184 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 24TH DAY OF SEPTEMBER 2019.

Supervisor

Attest:

Clerk

Trustees

TITLE	FIRST NAME	LAST NAME	FT/PT	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
RECOVERY CONNECTION	MARTY	COOK	PT	\$20.36	\$20,115	5.50%	\$21,221	\$21.48
AGENCY AND PROGRAM COORDINATOR	KRISTINA	CHRISTIE	FT		\$33,000	5.50%	\$34,815	
RECOVERY CONNECTION PEER ADVOCATE	TERRENCE	DONNELLY	PT	\$14.00	\$13,832	0.00%	\$13,832	\$14.00
DEPUTY CLERK	CATHERINE	FREDERICKSEN	PT	\$14.26	\$14,830	4.50%	\$15,498	\$14.90
OFFICE MANAGER	BRANKA	MACKIC	FT		\$32,000	4.50%	\$33,440	
BILINGUAL FAMILY THERAPIST	KRISTEN	HERDEGEN	FT		\$41,500	0.00%	\$41,500	
ASSISTANT TO BOOKKEEPER	DOROTHY	MORAN	PT	\$15.00	\$14,820	4.50%	\$15,487	\$15.68
FAMILY THERAPIST	NAOMI	BOWMAN	FT		\$42,400	4.50%	\$44,308	
SEASONAL MAINTENANCE	JOHN	MCKENNA	PT	\$10.77	\$16,370	4.50%	\$17,107	\$11.25
ASSISTANT DIRECTOR	ANNA	LYDKA	FT		\$53,844	4.50%	\$56,267	
DIRECTOR	AUSTIN	KELSO	FT		\$58,000	3.50%	\$60,030	
RECOVERY CONNECTION COMMUNITY OUTREACH	NICHOLAS	KANEHL	FT	\$16.28	\$33,862	3.50%	\$35,047	\$16.85

5.5% INCREASE FOR 60-40% BELOW MIN
4.5% INCREASE FOR 39-20% BELOW MIN

3.5% INCREASE FOR 19-10% BELOW MIN
2.5% INCREASE FOR 9-1% BELOW MIN

1.5% INCREASE FOR AT OR ABOVE MIN
0% FOR NEW HIRES OR RECENT RECLASSIFIED

5.5% INCREASE FOR 60-40% BELOW MIN
 4.5% INCREASE FOR 39-20% BELOW MIN
 3.5% INCREASE FOR 19-10% BELOW MIN
 2.5% INCREASE FOR 9-1% BELOW MIN
 1.5% INCREASE FOR AT OR ABOVE MIN
 0% FOR NEW HIRES OR RECENT RECLASSIFIED

TITLE	FIRST NAME	LAST NAME	FT/PT	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
MAINTENANCE FOREMAN	MICHAEL	SAMAAN	FT		\$58,870	3.50%	\$60,930	
DEPUTY ADMINISTRATOR	VICTORIA	RIZZO	FT		\$60,220	3.50%	\$62,328	
ASSISTANT DIRECTOR	THERESE	TULLY	FT		\$60,470	3.50%	\$62,586	
MAINTENANCE WORKER	STEPHEN	BASISTA	PT	\$12.50	\$10,400	2.50%	\$10,660	\$12.81
DEPUTY CLERK	ROSALIND	LUBURICH	PT	\$18.15	\$18,876	2.50%	\$19,348	\$18.60
ENFORCEMENT OFFICER	NADER	GHAZALAH	FT	\$18.27	\$38,000	2.50%	\$38,950	\$18.73
DIRECTOR	MARIE	DACHNIEWSKY	FT		\$65,846	2.50%	\$67,492	
YOUTH PROGRAM COORDINATOR	ANNE	CAMARANO	FT		\$46,751	2.50%	\$47,920	
CHIEF DEPUTY CLERK	WIESLAWA	TYTKO	FT		\$59,655	2.50%	\$61,146	
PROGRAM COORDINATOR	OKSANA	BUKACZYK	FT		\$47,152	2.50%	\$48,331	
CASE MANAGER	LUZ	MENESES	FT		\$44,030	2.50%	\$45,131	
DEPUTY ASSESSOR	FARIS	DABABNEH	FT		\$42,662	2.00%	\$43,515	
RECEPTIONIST	TRACY	CUMMINGS	FT	\$18.81	\$39,125	1.50%	\$39,712	\$19.09
ADMINISTRATOR	DAYNA	BERMAN	FT		\$104,184	1.50%	\$105,747	
DEPUTY ASSESSOR	MARY DOLORES	PHILLIPS	PT	\$21.60	\$22,464	1.50%	\$22,801	\$21.92

TITLE	FIRST NAME	LAST NAME	FT/PT	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
SENIOR AND DISABILITY ADVOCATE	KAREN	COHEN	FT		\$51,993	1.50%	\$52,773	
CHIEF DEPUTY ASSESSOR	ELIZABETH	COY	FT		\$66,403	1.50%	\$67,399	
FOOD PANTRY COORDINATOR	CAROL	LANGAN	FT		\$52,530	1.50%	\$53,318	
BOOKKEEPER	DENISE	JAKO	PT	\$32.36	\$26,924	0.00%	\$26,924	\$32.36
OFFICE MANAGER	ALICIA	BRZEZINSKI	FT	\$20.17	\$41,954	1.50%	\$42,583	\$20.47
DIRECTOR	RICHARD	LYON	FT		\$76,033	1.50%	\$77,174	
SENIOR AND DISABILITY INFORMATION SPECIALIST	JOHN	ULREY	FT		\$53,704	1.50%	\$54,510	
MAINTENANCE WORKER	JESSICA	FOX	FT	\$14.69	\$30,555	1.50%	\$31,014	\$14.91
ASSISTANT DIRECTOR PROGRAM	KATARZYNA	SABBINI	FT		\$53,899	1.50%	\$54,708	
COORDINATOR	MONIKA	JAROSZEWICZ	FT		\$54,802	1.50%	\$55,624	
DEPUTY ASSESSOR ASSISTANT TO THE SUPERVISOR	DEBRA	BABICH	FT		\$52,655	1.50%	\$53,445	
MONITOR	DORIENE	PRORAK	FT		\$62,573	1.50%	\$63,511	
MONITOR	RONALD	BARTSCH	PT	\$10.00	\$3,000	0.00%	\$3,000	\$10.00
MONITOR	SOPHIA	NYANUE	PT	\$10.77	\$3,511	1.50%	\$3,564	\$10.93
MONITOR	ROBERT	CARROZZA	PT	\$18.52	\$3,690	0.00%	\$3,690	\$18.52

5.5% INCREASE FOR 60-40% BELOW MIN
4.5% INCREASE FOR 39-20% BELOW MIN

3.5% INCREASE FOR 19-10% BELOW MIN
2.5% INCREASE FOR 9-1% BELOW MIN

1.5% INCREASE FOR AT OR ABOVE MIN
0% FOR NEW HIRES OR RECENT RECLASSIFIED

5.5% INCREASE FOR 60-40% BELOW MIN 3.5% INCREASE FOR 19-10% BELOW MIN 1.5% INCREASE FOR AT OR ABOVE MIN
 4.5% INCREASE FOR 39-20% BELOW MIN 2.5% INCREASE FOR 9-1% BELOW MIN 0% FOR NEW HIRES OR RECENT RECLASSIFIED

TITLE	FIRST NAME	LAST NAME	FT/PT	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
INTERIM DIRECTOR	JOHN	BENNETT	PT	\$15.00	\$5,850	0.00%	\$5,850	\$15.00
					\$1,733,354		\$1,774,234	
					AMOUNT OF INCREASE		\$40,880	

5% INCREASE FOR 60-40% BELOW MIN
4% INCREASE FOR 39-20% BELOW MIN

3% INCREASE FOR 19-10% BELOW MIN
2% INCREASE FOR 9-1% BELOW MIN

1% INCREASE FOR AT OR ABOVE MINIMUM
0% FOR NEW HIRES OR RECENT RECLASSIFIED

TITLE	FIRST NAME	LAST NAME	STATUS	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
RECOVERY CONNECTION DIRECTOR	MARTY	COOK	PT	\$20.36	\$20,115	5.00%	\$21,121	\$21.38
AGENCY AND PROGRAM COORDINATOR	KRISTINA	CHRISTIE	FT		\$33,000	5.00%	\$34,650	
RECOVERY CONNECTION PEER ADVOCATE	TERRENCE	DONNELLY	PT	\$14.00	\$13,832	0.00%	\$13,832	\$14.00
DEPUTY CLERK	CATHERINE	FREDERICKSEN	PT	\$14.26	\$14,830	4.00%	\$15,424	\$14.83
OFFICE MANAGER	BRANKA	MACKIC	FT		\$32,000	4.00%	\$33,280	
BILINGUAL FAMILY THERAPIST	KRISTEN	HERDEGEN	FT		\$41,500	0.00%	\$41,500	
ASSISTANT TO BOOKKEEPER	DOROTHY	MORAN	PT	\$15.00	\$14,820	4.00%	\$15,413	\$15.60
FAMILY THERAPIST	NAOMI	BOWMAN	FT		\$42,400	4.00%	\$44,096	
SEASONAL MAINTENANCE ASSISTANT	JOHN	MCKENNA	PT	\$10.77	\$16,370	4.00%	\$17,025	\$11.20
DIRECTOR	ANNA	LYDKA	FT		\$53,844	4.00%	\$55,998	
DIRECTOR	AUSTIN	KELSO	FT		\$58,000	3.00%	\$59,740	
RECOVERY CONNECTION COMMUNITY OUTREACH	NICHOLAS	KANEHL	FT	\$16.28	\$33,862	3.00%	\$34,878	\$16.77

5% INCREASE FOR 60-40% BELOW MIN
4% INCREASE FOR 39-20% BELOW MIN

3% INCREASE FOR 19-10% BELOW MIN
2% INCREASE FOR 9-1% BELOW MIN

1% INCREASE FOR AT OR ABOVE MINIMUM
0% FOR NEW HIRES OR RECENT RECLASSIFIED

TITLE	FIRST NAME	LAST NAME	STATUS	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
MAINTENANCE FOREMAN	MICHAEL	SAMAAN	FT		\$58,870	3.00%	\$60,636	
DEPUTY ADMINISTRATOR	VICTORIA	RIZZO	FT		\$60,220	3.00%	\$62,026	
ASSISTANT DIRECTOR	THERESE	TULLY	FT		\$60,470	3.00%	\$62,284	
MAINTENANCE WORKER	STEPHEN	BASISTA	PT	\$12.50	\$10,400	2.00%	\$10,608	\$12.75
DEPUTY CLERK	ROSALIND	LUBURICH	PT	\$18.15	\$18,876	2.00%	\$19,254	\$18.51
ENFORCEMENT OFFICER	NADER	GHAZALAH	FT	\$18.27	\$38,000	2.00%	\$38,760	\$18.63
DIRECTOR	MARIE	DACHNIEWSKY	FT		\$65,846	2.00%	\$67,163	
YOUTH PROGRAM COORDINATOR	ANNE	CAMARANO	FT		\$46,751	2.00%	\$47,686	
CHIEF DEPUTY CLERK	WIESLAWA	TYTKO	FT		\$59,655	2.00%	\$60,848	
PROGRAM COORDINATOR	OKSANA	BUKACZYK	FT		\$47,152	2.00%	\$48,095	
CASE MANAGER	LUZ	MENSES	FT		\$44,030	2.00%	\$44,911	
DEPUTY ASSESSOR	FARIS	DABABNEH	FT		\$42,662	2.00%	\$43,515	
RECEPTIONIST	TRACY	CUMMINGS	FT	\$18.81	\$39,125	1.00%	\$39,516	\$19.00
ADMINISTRATOR	DAYNA	BERMAN	FT		\$104,184	1.00%	\$105,226	
DEPUTY ASSESSOR	MARY DOLORES	PHILLIPS	PT	\$21.60	\$22,464	1.00%	\$22,689	\$21.82

TITLE	FIRST NAME	LAST NAME	STATUS	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
SENIOR AND DISABILITY ADVOCATE	KAREN	COHEN	FT		\$51,993	1.00%	\$52,513	
CHIEF DEPUTY ASSESSOR	ELIZABETH	COY	FT		\$66,403	1.00%	\$67,067	
FOOD PANTRY COORDINATOR	CAROL	LANGAN	FT		\$52,530	1.00%	\$53,055	
BOOKKEEPER	DENISE	JAJKO	PT	\$32.36	\$26,924	0% Reclassified	\$26,924	\$32.36
OFFICE MANAGER	ALICIA	BRZEZINSKI	FT	\$20.17	\$41,954	1.00%	\$42,373	\$20.37
DIRECTOR	RICHARD	LYON	FT		\$76,033	1.00%	\$76,793	
SENIOR AND DISABILITY INFORMATION SPECIALIST	JOHN	ULREY	FT		\$53,704	1.00%	\$54,241	
MAINTENANCE WORKER	JESSICA	FOX	FT	\$14.69	\$30,555	1.00%	\$30,861	\$14.84
ASSISTANT DIRECTOR	KATARZYNA	SABBINI	FT		\$53,899	1.00%	\$54,438	
PROGRAM COORDINATOR	MONIKA	JAROSZEWICZ	FT		\$54,802	1.00%	\$55,350	
DEPUTY ASSESSOR	DEBRA	BABICH	FT		\$52,655	1.00%	\$53,181	
ASSISTANT TO THE SUPERVISOR	DORIENE	PRORAK	FT		\$62,573	1.00%	\$63,199	
MONITOR	RONALD	BARTSCH	PT	\$10.00	\$3,000	0.00%	\$3,000	\$10.00
MONITOR	SOPHIA	NYANUE	PT	\$10.77	\$3,511	1.00%	\$3,546	\$10.88
MONITOR	ROBERT	CARROZZA	PT	\$18.52	\$3,690	0.00%	\$3,690	\$18.52

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TITLE	FIRST NAME	LAST NAME	STATUS	CURRENT HOURLY RATE	CURRENT SALARY	% INCREASE	TOTAL - DOES NOT INCLUDE OT, USES AVERAGE MONITOR HOURS	PROPOSED HOURLY RATE
INTERIM DIRECTOR	JOHN	BENNETT	PT	\$15.00	\$5,850	0.00%	\$5,850	\$15.00
					\$1,733,354		\$1,766,254	
					AMOUNT OF INCREASE		\$32,900	

Barton Marketing Group Memorandum

September 17, 2019

To: Laura Morask
Kimberly Jones
Claire McKenzie
David A. Carrabotta, Esq.
Susan Sweeney

Cc: Dayna Berman

Fr: Dick Barton/Barton Marketing Group

I drafted an editorial calendar with estimated time frames addressing the process/procedures for executing the 2019 Maine Township Public Information Program under guidelines established in the new contract.

The following is the proposed plan for the balance of 2019 that includes reoccurring events and other matters requiring time in the Public Information Program. Later this year a plan will be formulated for January – August, 2020 based on the results, etc. of the 2019 plan. Adjustments can be anticipated.

Attachment: Proposed 2019 Public Information Activity

Proposed for Public Information Activity 2019

Sept, 2019

*Prepare updated press release on new sponsors, etc. for Garage Sale. *Done. Combined in the pre-approved two hours for the release and photo taking only at the event.*

Take photos at the Garage Sale. Process photos and write captions for MT website, distribute to the news media and share with other appropriate sources. *Combined with above. Will be completed by Sept. 23.*

*Write a press release upcoming Sept./Oct. MaineStay seminars then distribute to the media to promote attendance. *This is pending time approval. Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Sept. 30.*

*Write a press release on the Clerk's Dept. offering hunting licenses (mention other services). *This is pending time approval. Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Sept. 30. Or could be done in October.*

Distribute previously written press release to media outlets for opening of Board of Review. Estimate 15-30 minutes for approvals and distribution. *Done Sept. 17 per instructions from Dayna.*

Oct, 2019

Prepare a press release on the food pantry story needs for holidays. The purpose will be to stimulate both food and financial contributions during a tradition season of giving. *Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Oct. 31.*

Process Crop Walk photos, write captions and distribute to sources and media. *Estimate .50 to 1.0 hours to collect images, gain approvals, and write captions, and post to media by Oct. 31.*

Distribute LIHEAP opening to media (previously written by Austin Kelso). *.50 hours for approval and media distribution.*

Nov., 2019

Coordinate submissions, edit/write text, and assemble the December edition of Mainely News. *This process involves collecting submissions from officials, department heads and others Then, working with the designer, Barton group comes up with versions of the layout, adjust where needed, write headlines to fit spaces, and coordinate approvals/revisions. Once the final layout is approved, processing to the printer takes place. Estimate would be 10-15 hours for everything. Completion by Nov. 27.*

(Nov. 2019-continued)

Prepare news materials for upcoming seminars and events in early 2020. *Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Nov. 29.*

Update press materials on the food pantry including publicity on significant donations and food drives along with any other seasonal needs for GA programs. The purposes are to stimulate participation and drive contributions. Acknowledgement of donors i.e. Countryside Saloon is to reward donors and encourage others to do the same. *Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Nov. 25. Note: any original photography is extra time.*

Write press release on results of agency funding. *The purpose will be multi-faceted. By sharing the information, we are informing the public of how the township distributes tax dollars to worthy causes after very serious considerations and continues to monitor the performances of those agencies which receive funding. Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion should be by Nov. 25.*

Dec. 2019

Attend portion of December Board Meeting and take board photo with North Maine Fire Department awarding plaque for 50 years of service. 2.5 hours for photo session with travel, photo selection, writing captions, approvals and media distribution.

Update story on Senior Expo with more details on sponsorships and exhibit opportunities. Continued awareness is key to gain vendor/sponsor support. *Estimate 1.0 to 1.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Dec. 30.*

Food pantry request for donations during the holidays. Includes any special drives or donations. *Estimate 1.0 to 1.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Dec. 30.*

Write release on winter tips for residents and drivers from the Highway Dept. This is good and perhaps vital information for residents in the interest of public safety. *Estimate 1.5 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Dec. 30.*

Upcoming MaineStay seminars and events. *Again this is a dual purpose to promote attendance but also to continue spreading the word about how townships help residents and are relevant. Estimate 1.0 to 2.0 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Dec. 30.*

(Dec. 2019-continued)

Write release on MaineStreamers trips and major programs (including Senior 90+ Party) in 2020. *Again this is a dual purpose to promote attendance but also to continue spreading the word about how townships help residents and are relevant. Estimate 1.0 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion is TBD but should be by Dec. 30.*

Write story on township's free prescription drug card program called Coast2Coast. *Again, this is a dual purpose to promote participation but also to continue spreading the word about how townships help residents and save residents costs of prescription drugs. Estimate 1.0 to 2.5 hours for development, revisions/approvals, photo selection and media distribution. Completion by Dec. 30.*

Misc. notes:

It should be noted that the underlying rationale for announcing and promoting events, programs, etc. is more than just promoting attendance. Having news about such events, programs, etc. adds to the positive impression (image and goodwill) we hope to develop in the public about the value of Maine Township, in particular, and townships in general. Too many people still don't know or appreciate what townships do for the public good.

Some time each week and at the end of the month will be involved in monitoring the media, securing clippings, and putting together the clippings folder for Board distribution.

Attend township meetings as needed and directed by the Board or Administrator.

To: Board of Trustees

From Dick Barton

Writing a press release in 10 minutes is simply not reasonable. Even in the cases of repeating events such as the Senior Expo and Garage Sale, there are indeed some time savings by updating previous releases. However, even in those cases simply changing the dates in 10 minutes doesn't work.

To update a release, the writer needs to come up with a fresh "angle" to develop the headline and lead paragraph. Simply using old releases with new dates will be recognized by editors and eventually their readers to the point of being overlooked, not used or ignored.

Very often the body of the release needs updating as well due to things such as a change in the program, different sponsors, coming up with fresh quotes, etc.

In a case of a fresh, new press release on something such as the hiring/appointing of a new department head or reporting on a new program, requires much more work and time. Attempts to set up a phone interview, do the interview, secure photographs (or take them), talk with others, etc. can take hours.

Thus, a reasonable expectation to develop (note just develop) a press release should be in the ½ hour to 3-hour range depending on the circumstances, topics and number of people involved.

THEN, we have time involved in the approvals and sometimes revision part of the development to a final release.

FINALLY, time is involved in the distribution of the materials to various online and print media. Such distribution can involve the selection of images or photos, the writing of captions, and the one-by-one posting to media.

Under the best circumstances even the refreshing and posting of a prior release can be as much as 1.5 hours, not 10 minutes.

Let me know if there are questions on this aspect of our work.



Peter Gialamas

Clerk

CLERKS SERVICES FOR THE YEAR 2019

Supervisor
Laura J. Morask

Clerk
Peter Gialamas

Assessor
Susan Moylan Krey

Highway Commissioner
Walter Kazmierczak

Trustees
Kimberly Jones
David A. Carrabotta, Esq.
Claire R. McKenzie
Susan Kelly Sweeney

General Offices
1700 Ballard Road
Park Ridge, Illinois 60068
847-297-2510
847-297-1335 Fax

Highway Department
1401 Redeker Road
Des Plaines, Illinois 60016
847-297-5225
847-297-8723 Fax

Month	Voter Registr.	Vehicle Stickers	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	MaineLines Tickets	TOTAL
January	0	126	1	0	12	300	0	6	23	167	635
	1	174	3	0	32	422	0	11	15	110	768
February	0	165	2	0	24	250	0	16	35	102	594
	2	150	5	0	37	304	0	14	16	20	548
March	0	148	3	13	36	340	0	16	89	63	708
	0	190	7	34	15	451	0	17	39	77	830
April	0	142	2	26	29	291	530	32	287	87	1426
	0	133	3	41	23	325	0	15	103	132	775
May	0	122	0	25	29	266	0	19	368	145	974
	1	533	2	23	33	290	0	11	221	160	1,274
June	0	68	0	16	50	261	0	20	222	109	746
	1	8,036	8	13	30	308	0	7	545	140	9,088
July	1	4	3	6	25	269	735	17	238	153	1,451
	0	1,103	1	9	44	209	0	23	383	133	1,905
August	0	0	3	3	34	263	0	13	229	7	552
	3	271	3	3	36	253	0	10	221	125	925
September											
October											
November											
December											
TOTAL	14	11,380	42	139	373	3,299	1,096	191	2,113	1,363	20,070

* The numbers in the second row indicate services provided in the year 2018



MAINE TOWNSHIP

Highway Department

WALTER KAZMIERCZAK
Highway Commissioner

MONTHLY REPORT FOR SEPTEMBER 2020

The net proceeds from last month's surplus equipment auction have been deposited. Slightly over 169 thousand was deposited. This is the last time under my tenure that such a large auction will occur. Our tool truck is the least worthy vehicle in our fleet. The recent proceeds will allow us to consider buying a new one if not this fiscal year than next.

Tree branch pickup ends this month. It is probably our most popular service. A high percentage of unincorporated residents participate in the program. Barring the possibility of unusually bad weather or unexpected equipment maintenance, our budget is currently under control and I feel with some confidence it will continue to do so.

Salt contracts with the State of Illinois and Morton Salt through Cook County are in place and should provide us with ample supply for the upcoming season. In the near future we will begin to prepare our vehicles and plows for the upcoming season. It has been known to snow in October.

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

To: Laura Morask
Maine Township Supervisor

From: Carol Langan
Coordinator – Food Pantry

Re: Report of Services Rendered during the Month of August 2019

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed		<u>178</u>
1. Adults Receiving	<u>257</u>	
2. Children Receiving	<u>50</u>	
b. Emergency Family Boxes of Food Distributed		<u>14</u>
1. Adults Receiving	<u>20</u>	
2. Children Receiving	<u>3</u>	

TOTAL 192 Boxes

II. Cash Donations and Amounts Received

Resident Donations	\$71.00
Business Donations	\$1,800.00

Total \$1,871.00

III. Food Collections Received during Calendar Month

Republic Garbage Company
Carpenter School Staff a Squad Car
Lutheran General Hospital Patient Services Dept.
Marianos Staff a Squad Car

MAINSTREAMERS HIGHLIGHTS

August 2019

Marie Dachniwsky, Director

In the month of August we had a variety of day trips and events planned for our members. One of the highlighted events was our Summer Concert featuring *The Four C Notes*.

Day Trips

In the month of August, we had three fun daytrips. Fifty-five members enjoyed a wonderful summer day cheering on the Chicago White Sox at Guaranteed Rate Field. Prior to the game members enjoyed an all you can eat buffet, as well as senior bingo with great prizes. Another day trip was to LaSalle Illinois, the Mules to Mansions, I&M Canal. First, our members had the chance to walk through an English garden and tour the Weber House. Then they stepped back in time to 1848 and took a ride on the I&M Canal, a mule-pulled canal boat, and learned about life along the canal. Our final trip for the month was to see a first time ever, live theatre production of *The Hunchback of Notre Dame* at the Cahn Auditorium in Evanston. Prior to the show, members enjoyed a delicious Italian meal at Gusto's in Glenview.

The Four C Notes – Special Event

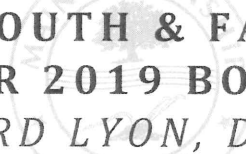
Oh, what a night this was! To close out our summer we provided a private concert for our members. We had an outstanding turn out with 230 MaineStreamers registered. They were able to socialize and enjoy a concert performed by The Four C Notes, a tribute to the music of Frankie Valli and the Four Seasons, at the Prairie Lakes Theatre in Des Plaines. The show was created by John Michael Coppola, best known for his appearance in Chicago's long-running production of the Broadway smash hit "Jersey Boys". Many of our members have lived in Maine Township for over 40-50 years and this event provided them the opportunity to enjoy an evening concert locally with other members. They were all dancing and singing in the aisles! Prior to the show they enjoyed coffee and dessert sponsored by the Danish Home of Chicago. The entire theatre was packed, including the balcony. This event was a huge success!

Newcomers Presentation

We had 33 new members attend our Newcomer's Presentation. When a Township resident becomes a new member they are invited to attend an orientation, which highlights the Township Departments as well as the important information regarding the MaineStreamer membership. They are welcomed by the department staff and are given information regarding registration procedures, policies, and an overview of all the programs, events and trips.

MAINSTREAMERS 2019 STATISTICAL REPORT - August 2019

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
RECREATIONAL PROGRAMS					
Bingo (Monthly)	39	250	\$195.00	\$132.49	\$62.51
Day at the Races (Monthly)	43	328	\$258.00	\$230.00	\$28.00
Movie of the Month (Monthly)	58	397	\$120.00	\$3.75	\$116.25
Pinochle Tournament/Social	11	107	\$0.00	\$0.00	\$0.00
Women's/Mens Breakfast (Alternating Months)	34	122	\$408.00	\$514.09	(\$106.09)
Twilight Dining Outing (Alternating Months)		188			\$0.00
Fishing Events/Banquet (6 Times a Year)	4	23	\$80.00	\$130.12	(\$50.12)
Intergenerational Fishing Outing (Twice a Year)		0			
Book Review (3-Times a Year)		59			\$0.00
HEALTH/INFORMATIVE					
Rise to the Skyscraper	27	362	\$232.00	\$377.99	(\$145.99)
FITNESS CLASSES					
Senior Aerobics (8 week sessions)	26	127	\$864.00	\$792.00	\$72.00
Yoga (8 Week Sessions)	13	56	\$780.00	\$960.00	(\$180.00)
Zumba Gold (8 Week Sessions)	26	113	\$1,040.00	\$520.00	\$520.00
Zumba Gold Toning (8 week Sessions)		8			\$0.00
Chair Yoga (8 Week Sessions)	13	57	\$523.00	\$477.00	\$46.00
Matter of Balance Exercise Class	10	29	\$0.00	\$0.00	\$0.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)		38			\$0.00
Matter of Balance (8 Week Class- Bi- Yearly)		15			\$0.00
Rules of the Road (3- Times a Year)		42			\$0.00
Defensive Driving Course (Held Quarterly)	7	42	\$0.00	\$0.00	\$0.00
Meditation					
LUNCHEONS					
	160	595	\$3,684.00	\$4,238.40	(\$554.40)
ANNUAL SPECIAL EVENTS					
The Four C Notes	222	1170	\$5,015.00	\$3,550.71	\$1,464.29
MISCELLANEOUS EVENTS					
		96			\$0.00
DAY TRIPS	150	1,401	\$13,292.00	\$12,904.12	\$387.88
LONG DISTANCE TRIPS		8			\$0.00
SENIOR MAILING (Bi-Monthly)	24	100	\$0.00	\$45.00	(\$45.00)
NEWCOMERS PRESENTATION (Alternating months)	28	98	\$0.00	\$21.00	(\$21.00)
ADVISORY COUNCIL MEETING (Held Quarterly)		34			
TOTAL	895	5865	\$26,491.00	\$24,896.67	\$1,594.33
NEW MEMBERS	34	300	Average Age	73 years old	



MAINESTAY YOUTH & FAMILY SERVICES
SEPTEMBER 2019 BOARD REPORT
RICHARD LYON, DIRECTOR

GARAGE SALE

The 15th annual Maine Township Garage Sale fundraiser will be held on Saturday, September 21 from 9 am – 3 pm. This popular township event provides a valuable service to the community and raises money to support MaineStay's summer camp program. All spaces are sold out. Sponsors for this year's event are Chicago Behavioral Hospital, International Bank of Chicago, Journal & Topics Newspapers, Senior News 50 and Better, Suburban Resource Guide for Seniors, Parkway Bank, Law Offices of Laura J. Morask, Garvey's Office Products, and Arrow Road Construction. Special thanks to all our sponsors for their support of this event.

AGENCY FUNDING

Funding hearings have been scheduled for October 1 starting at 6 pm and October 29 and November 4 starting at 6:30 pm. A total of 31 agencies (including 24 currently funded agencies) turned in their applications by the deadline. Kristina Christie, our Agency and Program Coordinator, is finishing up annual site visits of all currently funded social service agencies.

FALL PROGRAMS

The following programs are scheduled to resume in September or October:

- Art in the Town
- Big Brothers Big Sisters Mentoring
- Future Leaders Peer Mentoring (3 locations)
- Anxiety Coping Skills Group
- Parenting Class
- Parent Support Group

FEATURED STORY OF THE MONTH

A client came to therapy due to symptoms of severe depression and suicidal ideation. While examining and exploring strategies with this client regarding how he deals with life stressors, the client admitted for the first time that he copes by using alcohol. This allowed the therapist to separate the two issues and help the client gain a perspective of how one affects the other. Since the client described himself as an "outside the box thinker," this prompted the therapist to research non-traditional approaches to recovery support. The client was more willing to "try out" unique approaches which led him to make steps and set goals for addressing his substance use. The client stated that this gave him a sense of control and impacted him by increasing his feelings of well-being and improving his mood.

COMMUNITY EDUCATION SEMINARS/PROFESSIONAL DEVELOPMENT WORKSHOPS

We hosted a community education seminar entitled *Social Media & Risky Behaviors: Helping Tweens and Teens Make Better Choices* on August 20 and had 95 people in attendance plus 18 who watched the event via livestream. Our presenter was author Carrie Goldman, whose work has appeared on NPR, MSNBC, CNN, BBC, and Fox. She received excellent feedback from those in attendance. We held a food drive at this event to help support the Maine Township food pantry. On September 27 from 9-11 am we will host a professional development workshop entitled *Self-Compassion: A Powerful Path to Well-Being*. This workshop will cover tools that allow an individual to be more self-compassionate, loving, and kind to oneself, a practice often missing in our society today.

FAMILY RESOURCE CENTER PARTNERSHIP

Starting this month, we are going to pilot offering two MaineStay programs at District 63's Family Resource Center next door to our building. Our Big Brothers Big Sisters Mentoring Program will meet there beginning on September 24. Their larger facility will allow our participants access to more kid-friendly amenities that we lack in our own building such as a gym, playground, and art room, and will allow us to offer a greater variety of activities to program participants. We will also pilot having our Anxiety Coping Skills Group meet there starting in October, which should allow us to more easily reach an expanded audience of youth who can benefit from this program. Thanks to District 63 for their pioneering efforts in working to better connect local families to resources and for their enthusiasm in working with us as a community partner.

COUNSELING

MaineStay had 13 new counseling intakes in August. We had 67 ongoing cases and now have a total of 80 cases in our affordable strength-based counseling program. Our two new master's level intern therapists began working with us on August 22.

PSYCHIATRIC SERVICES

We are currently working with a total of 83 psychiatric clients. Dr. Lin's last day with us will be October 28. A psychiatric nurse practitioner, who The Josselyn Center has hired as Dr. Lin's replacement, is scheduled to start with us the next week on November 4 to ensure a smooth transition between providers with no disruption in services for existing clients. We plan to resume accepting new psychiatric clients in November.

MAINESTAY E-NEWSLETTER

MaineStay began using email marketing as a cost-effective way of communicating with our community in February 2009. Our first e-newsletter was sent to 247 people and our list has now grown to over 3,800 subscribers.

COMMUNITY INVOLVEMENT

During August, I attended The Josselyn Center site visit with Kristina Christie and met with their Director of Clinical Services for our monthly meeting. Supervisor Morask, Administrator Berman, and I met with The Josselyn Center President and Director of Clinical Services for a meeting regarding our psychiatric services partnership and transition planning to a new psychiatric services provider. I met with representatives from Advocate Lutheran General Hospital to discuss potential collaboration efforts to address the unmet mental health needs of our community. I also attended the AITCOY Business Meeting.

MaineStay FY 2019-2020 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
CONTACT HOURS													
Therapy	158	232	216	168	73	79							926
Psychiatric	34	29	26	26	21	29							165
Groups	24	28											52
Non-Clinical Programs	680	416	905	1411	1102	185							4698
Grand Total	896	705	1146	1605	1196	292							5839
THERAPY													
New Cases	16	13	17	6	7	13							72
Ongoing Cases	106	102	98	86	76	67							535
Total Cases	122	115	115	92	83	80							607
PSYCHIATRIC SERVICES													
New Clients	6	2	9	2	0	0							19
Ongoing Clients	70	74	72	81	83	83							463
Total Clients	76	76	81	83	83	83							482
COMMUNITY EDUCATION													
Professional Workshops	1	1		1									3
General Seminars			1			1							2
Attendees	61	62	70	67		95							355
MAINETRAC													
Referrals	2	1	0	0	0	0							3
Ongoing Cases	0	0	0	0	0	0							
Completed Cases	2	2	0	0	0	0							4
Community Service Hours	40	25	0	0	0	0							65
PEER JURY													
New Cases	8	6	1	0		1							16
High School Jurors	11	11	11	5		5							43
Ongoing Cases	2	3	4	1		0							10
Completed Cases	2	8	2	1		1							14
Community Service Hours	60	195	45	25		25							350

MaineStay FY 2019-2020 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
MENTORING													
Youth Participants	11	11	11	11	11	11							66
Adult Mentors	11	11	11	11	11	11							66
FUTURE LEADERS													
Youth Participants	44	44	12										100
High School Mentors	22	22	8										52
ART IN THE TOWN													
Youth Participants	13	13											26
SUMMER CAMP													
Youth Participants				20	20								40
STUDENT GOVERNMENT DAY													
Youth Participants	42			37									79
Agency Representatives	13			4									17
FISH													
Incoming Calls	100	130	115	65	85	75							570
Total Calls	280	340	280	235	210	305							1650
Riders Served	32	44	33	29	25	29							192
Rides (one way)	108	152	132	108	116	108							724
Volunteers	12	15	13	14	18	19							91

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 9/17/19
Re: Monthly Report

Last minute construction projects have played a large role this past month with our residents. The weather is perfect for concrete and surface projects along with new roofing on homes, which have been referred to Cook County Building and Zoning. I've stopped work on two of these projects due to no permit being applied for. Many residents and contractors have stated to me that they did not know they needed permits in an "unincorporated" area. There is just as many permits required here as anywhere else. Contractors leave very large amounts of construction supplies and debris on the Township Right of Way, so it is very important to enforce these permits so we as a township are not held responsible for any wrong doings or injuries to the general public.

The final days of warm weather has also brought many residents to do some last-minute cleanouts of their homes. I have received over twenty complaints this past month of excessive amounts of garbage, debris, and electronics outside homes. Residents are bringing out all unwanted belongings to the curbside, not realizing that Republic Services will not take these items without contacting them first or coming into the Township for bulk item stickers. After visiting the properties and explaining the process to the resident, all complaints were resolved. These issues quickly become eyesores in our communities and with the help of the general public we will continue to keep our communities clean. I continue to receive complaints from residents in regards to speeding. This issue has been passed along to the Cook County Sheriff's Department.

September Warnings 28

September Tickets issued 19

General Assistance Monthly Report

August 2019

Director of General Assistance: Austin Kelso

General Assistance:

In August 2019 we opened three new GA clients and closed one existing client, resulting in our number of ongoing GA clients increasing by two to 30.

LIHEAP/CEDA Programs:

We helped individuals apply for PIPP (Percentage of Income Payment Plan) through August 31st. We will have a break from CEDA programs until they renew beginning in October. We met with individuals 54 times pertaining to CEDA programs in August. We will be setting up appointments for the new LIHEAP season the last week of September.

Advocacy/QMB, Snap, and Medicaid:

During the month we had 100 meetings with individuals pertaining to QMB, Medicare, Medicaid, and SNAP (food stamps). 2 meetings were helping individuals through the QMB (supplementing Medicare) program and 98 meetings were pertaining to both SNAP (food stamps) and Medicaid. Separately, we met with individuals 20 times to conduct SHIP, Medicare, and Medicare Part D interviews. This month we referred individuals to the proper organization on 90 occasions, providing great client service and ensuring that our residents get the best possible help they can with whatever they need.

Benefit Access:

We met with individuals on 96 occasions pertaining to the Benefit Access program in July, thus ensuring that our eligible clients save money on their license plate stickers and RTA passes.

MaineLines:

We sold 47 MaineLines vouchers in the month of June. This saved our clients enrolled in the program a total of \$188.00 on their cab rides to and from the Maine Township area during the month.

LIHEAP 2019-2020

OPENING AT MAINE TOWNSHIP

1700 BALLARD ROAD
PARK RIDGE, ILLINOIS

REGISTRATION INSTRUCTIONS FOR AN APPOINTMENT

The LIHEAP program will be opening October 1, 2019.

Only **SENIORS** and **DISABLED** customers may apply during the month of **October**. In order to have an appointment you will need to register.

Registration for your day and time is based on the 1st letter of your last name. Come to Maine Township with your state of Illinois I.D. at the times indicated to register for your appointment.

TUESDAY–SEPTEMBER 24, 2019

IF YOUR LAST NAME BEGINS WITH

- * A - D YOUR REGISTRATION TIME IS 9:00 A.M. – 11:30 A.M.**
- * E - J YOUR REGISTRATION TIME IS 1:00 P.M. – 4:30 P.M.**

LIHEAP REGISTRATION IS CLOSED WED. SEPTEMBER 25TH 2019

THURSDAY – SEPTEMBER 26, 2019

IF YOUR LAST NAME BEGINS WITH

- * K - L YOUR REGISTRATION TIME IS 9:00 A.M. – 11:30 A.M.**
- * M - P YOUR REGISTRATION TIME IS 1:00 P.M. - 4:30 P.M.**

FRIDAY – SEPTEMBER 27, 2019

IF YOUR LAST NAME BEGINS WITH

- * Q – S YOUR REGISTRATION TIME IS 9:00 A.M. – 11:30 A.M.**
- * T – Z YOUR REGISTRATION TIME IS 1:00 P.M. – 4:30 P.M.**

****SHOULD YOU NOT BE ABLE TO KEEP YOUR SCHEDULED TIME (as stated above), THEN YOU MAY REGISTER IN PERSON BEGINNING THE WEEK OF OCTOBER 7, 2019.**

LIHEAP STARTS October 1, 2019

Maine Township Application Registration Appointments

REQUIRED

(SCHEDULE ON REVERSE SIDE)

*****NOTE*****

- APPOINTMENTS FOR SENIORS OR DISABLED ARE RESERVED FOR THE MONTH OF OCTOBER, 2019.**

<u>HOUSEHOLD</u>	<u>GROSS INCOME (30 DAYS)</u>
1	\$1,561
2	\$2,114
3	\$2,666
4	\$3,219
5	\$3,771
6	\$4,324
7	\$4,876
8	\$5,429

**STATISTICAL REPORT
GENERAL ASSISTANCE DEPARTMENT
August 2019**

I.	<u>GENERAL ASSISTANCE CASES</u>	
	1. CASES OPENED	<u>3</u>
	2. CASES ONGOING	<u>28</u>
	3. CASES PENDING	<u>1</u>
	4. CASES CLOSED	<u>1</u>
	5. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	<u>30</u>
II.	<u>ADVOCACY:</u>	
	1. QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM	<u>2</u>
	2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE SNAP, CASH ASSISTANCE AND MEDICAID)	<u>98</u>
	3. COMMUNITY RESOURCE ADVOCACY REFERRALS	<u>90</u>
III.	<u>SUBURBAN PRIMARY ACCESS TO CARE INTAKE:</u>	
	1. MONTHLY INTERVIEWS/APPLICATIONS FILED	<u>10</u>
IV.	<u>SENIOR INFORMATION AND ASSISTANCE:</u>	
	1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>20</u>
	2. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	<u>82</u>
	3. FREE TELEPHONE /BILL REDUCTION APPLICATION INTERVIEWS	<u>0</u>
	4. VETERANS ADMIN. ASSIST REFERRAL	<u>0</u>
	5. SECTION 8 HOUSING	<u>0</u>
V.	<u>CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE APPLICATION INTERVIEWS</u> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization).	<u>54</u>
VI.	<u>MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM)</u>	
	1. NEW APPLICATIONS ACCEPTED	<u>0</u>
	2. MONTHLY INTERVIEWS	<u>2</u>
	3. MAINELINES TICKETS SOLD THIS MONTH	<u>47</u>
	4. TOTAL MONEY COLLECTED FOR TICKETS SOLD (YEAR TO DATE) (MARCH 1 ST -FEBRUARY 28 TH)	<u>\$603</u>

Ma Tytko

From: Dayna Berman <dberman@mainetown.com>
Sent: Wednesday, August 21, 2019 4:46 PM
To: wtytko@mainetown.com
Subject: Fwd: Need Utility Atlas

*Received
8/21/2019*

*Response by:
Wed. 8/28/2019*

Sent from my iPhone

Begin forwarded message:

From: "Oscar Raymundo" <oraymundo@bonoconsulting.com>
Date: August 21, 2019 at 4:43:21 PM CDT
To: <info@mainetown.com>
Cc: <aveer@bonoconsulting.com>
Subject: Need Utility Atlas

Attn: Engineering Department

See Image

Can you provide me with the location of Storm Sanitary and Watermain.

For the following Areas.

9550 Terrace Place, Des Plaines, IL

and parking lot and vacant lot South of 9561 dee, Des Plaines, IL.

I need this information to complete a Topographic Survey of this site.

Thank You!

Oscar Raymundo
CAD Technician
Bono Consulting Civil Engineers
1018 Busse Highway
Park Ridge, IL 60068
847 823 3300
www.bonoconsulting.com

*HIGHWAY DEPT DOESN'T
HAVE THESE KIND OF
RECORDS*

*CALL AQUA ILLINOIS
877-987-2782*

Wiesia Tytko

FOIA

From: Timothy Walsh <walshenviron@gmail.com>
Sent: Sunday, September 15, 2019 11:19 AM
To: wtytko@mainetown.com
Subject: Freedom of Information Act (FOIA) Request

Received
9/16/2019
Response by
9/23/2019

To Whom it May Concern,

My name is Timothy Walsh with Partner Engineering and Science, Inc. (Partner).

Partner has been commissioned to conduct an environmental assessment on the following property:

Industrial Property – 301-363 North 3rd Avenue, Des Plaines, Illinois 60016
Parcel Index Number (PIN): 09-08-307-004-0000

As part of our research and report compilation we seek public information from municipal agencies regarding compliance with state and local codes.

We would appreciate your response to the following documentation/information requests:

1. Municipal information concerning date(s) of construction, total building square footage(s) (BSF), and/or total net rentable square footage(s) (NRSF). *Please provide any Property Record Card(s), building construction permit(s), plat of survey(s), site plan(s), parcel record(s), etc. if available or applicable*
2. **Current Zoning.** *Please provide the designated zoning; Example: Commercial (C) or Planned Urban Development (PUD); May also include a copy of the municipal zoning map and/or zoning code. This request DOES NOT require an authorized/signed zoning letter*
3. **Permits or other municipal information concerning the historical use of the property.** *May include historic and current Certificates of Occupancy (CofOs), building construction permits/demolition permits, municipal bills (water, sewer), etc.*
4. **Utilities/utility companies present at the property (Gas, Electric, Water, Sewer, Solid Waste, etc.).** *Please provide a list of the utility company names and associated utilities provided, if available or applicable*
5. **Municipal information associated with septic systems, drinking-water wells, oil-water separators, trench drains, catch basins, drains, grease traps, or sump pumps/pits present at the property.** *Please provide the permit(s) for installation, the most recent inspection report(s), site drawings/plan(s), information concerning open violations, and/or historic/current hazardous material spill or release incidents for any of these systems, if available or applicable*
6. **Municipal information associated with diesel emergency generators, hydraulic elevators, or electrical transformers (overhead or ground-mounted) present at the property.** *Please provide the permit(s) for installation, the most recent inspection report(s), site drawings/plan(s), information concerning open violations,*

and/or historic/current hazardous material spill or release incidents for any of these systems, if available or applicable

7. **Municipal information associated with documented hazardous spills or releases associated with the property.** *Please provide any environmental reports/inspections completed for the property, and/or historic/current hazardous material spill or release incidents for any of these systems, if available or applicable*
8. **Municipal information associated with underground or aboveground tanks listed for the property.** *Please provide the permit(s) for installation, the most recent inspection report(s), site drawings/plan(s), information concerning open violations, and/or historic/current hazardous material spill or release incidents for any of these systems, if available or applicable*
9. **Municipal information associated with hazardous waste treatment, storage, and/or disposal at the property?** *Please provide any documentation, if available or applicable*
10. **Violations associated with the environmental integrity of the property (fire/building code, liens, deed restrictions, activity and use limitations)?** *Please provide any documentation, if available or applicable*

If the requested documents could be scanned and emailed as PDF (JPEG, Etc.) attachments I would greatly appreciate it. If this is not feasible, please feel free to reach out by phone or email and I can review the files in person. If reaching out by email please include the address where the records can be viewed and a date/time which they will be available.

Thank you for your assistance in obtaining these records. Should you have any questions associated with providing the requested information, or if you require a fee, please call me at the number below.

Timothy Walsh
708-715-0008
walshenviron@gmail.com