

Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, March 26, 2019 @ 7:30 pm

AGENDA

Bill Review/6:30 in Open Meeting Board Room

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

Call Regular Meeting to Order/7:30

Pledge of Allegiance

Roll Call

1. Approval of Minutes of February 26, 2019 Bill Pay Review
2. Approval of Minutes of February 26, 2019 Board Meeting
3. Approval of Minutes of March 6, 2019 Special Board Meeting
4. Approval of Minutes of March 19, 2019 Special Board Meeting
5. Public Participation
6. Approval of General Assistance Expenditures
7. Approval of Road District Expenditures
8. Approval of General Town Fund Expenditure

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

9. New Business
 - Ordinance to Allow Attendance By Electronic Means
 - Park Ridge Chamber of Commerce Community Guide Ad – Discussion and Vote
10. Old Business
 - Approval of Closed Session Minutes of September 25, 2018
11. Personnel
 - OEM Interim Director Part-Time Position
 - Recovery Connections Part-Time Position
12. Officials' Reports
13. Administrator's Report
14. Closed Session
15. Adjournment



ADMINISTRATOR'S REPORT

Date: March, 2019

To: All Elected Officials

From: Dayna Berman, Administrator

This month I had the opportunity to meet with Jessica DeWalt, a member of Verizon's small cell outreach team. Small cells improve network performance, particularly in urban areas. They enable carriers to fill in small gaps and transmit more data in areas where towers may not be sufficient. Jessica and her team came out to discuss a small cell partnership with the township as well as proposed locations for small cells within the township's right-of-way. Supervisor Morask, Highway Commissioner Kazmeirczak and Ted Ward from Seaton Engineering were also present. We will be reviewing some of the information presented and meeting again in the near future.

All salary survey questionnaires have been distributed to employees. We have requested that they complete them within two weeks and turn them back into their supervisor. At that time, I will wait for instructions from Dr. McGrath as to the next step in the process.

I sent out the OEM Director's job description to all the current OEM volunteers (around 30) to inform them we have an opening for the OEM interim Director position. Supervisor Morask and I have interviewed two volunteers over the last few weeks as we feel we are in need of an interim director should there be an emergency in the community, such as a flood, fire, active shooter, etc... Marty Cook and I have also been busy interviewing candidates for the position once held by Jon Kaehn in the Recovery Connections program. We will recommend a candidate to you at the board meeting to fulfill the position of Peer Support Advocate.

The Assessor's office is expecting thousands of people for the Triennial Reassessment to come through their office during the month of May. To save on tax dollars and having to hire more people to help out, we will be cross training some of our staff to aid in their office. Employees from Admin, MaineStay, and other offices will be helping out during that time due to the influx of people expected to come through. I cannot thank my staff enough for their flexibility and willingness to jump in and help.

Now that the updated version of the Personnel Policy Manual is complete and has been passed by the board, each employee will receive a copy and be asked to sign a Personnel Policy Handbook Statement Receipt. This receipt will be placed in their personnel file.

We are wrapping up the Spring 2019 edition of the Mainely News and the final version is going to print as we speak. Please be on the lookout for your copy in a couple weeks. We have included some exciting information on our upcoming programs, including the Senior Expo, taking Place April 25.

MOTION TO APPROVE PAYROLL FOR PAYDATES OF MARCH 8, 2019 AND
MARCH 22, 2019 AND ROAD DISTRICT CHECKS #20805 THROUGH
CHECK #20849 IN THE AMOUNT OF \$132,376.46.

Maine Township Road & Bridge Fund

MARCH 2019

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
20805	Mar 1	Blue Cross Blue Shield of IL	March Health Insurance	10,096.04
20806	Mar 1	NICOR Gas	Utilities	881.33
20807	Mar 1	The Lincoln National	Vol Life Insurance	39.28
20808	Mar 1	Vision Service Plan (IL)	VSP Vol Vision Insurance	6.60
20809V	Mar 1	VOID	VOID	-
20810	Mar 1	The Lincoln National	Life Insurance	55.60
20811	Mar 1	Morton Salt Inc.	Supplies for Snow Removal	14,853.98
Wire	Mar 8	Federal Electronic Payroll System	Federal Taxes	4,718.42
Wire	Mar 8	Illinois Department of Revenue	State Taxes	799.61
S/C	Mar 8	Paychex	Service Fee	161.68
Dir.Deposit	Mar 8	Richard A Brandes	Payroll Check	1,891.01
Dir.Deposit	Mar 8	Peter Douvalakis	Payroll Check	3,406.18
Dir.Deposit	Mar 8	Jason D Fox	Payroll Check	1,892.03
Dir.Deposit	Mar 8	Dawne Scheel Hayman	Payroll Check	1,579.61
Dir.Deposit	Mar 8	Peter A Jimenez	Payroll Check	1,480.77
Dir.Deposit	Mar 8	Justin E MacIntyre	Payroll Check	1,680.15
Wire	Mar 8	IMRF	Illinois Municipal Retirement Fund	10,561.99
Wire	Mar 22	Federal Electronic Payroll System	Federal Taxes	3,730.76
Wire	Mar 22	Illinois Department of Revenue	State Taxes	657.23
S/C	Mar 22	Paychex	Service Fee	161.68
Dir.Deposit	Mar 22	Richard A Brandes	Payroll Check	1,665.84
Dir.Deposit	Mar 22	Peter Douvalakis	Payroll Check	2,580.01
Dir.Deposit	Mar 22	Jason D Fox	Payroll Check	1,450.75
Dir.Deposit	Mar 22	Dawne Scheel Hayman	Payroll Check	1,579.87
Dir.Deposit	Mar 22	Peter A Jimenez	Payroll Check	1,480.77
Dir.Deposit	Mar 22	Justin E MacIntyre	Payroll Check	1,302.86
20812	Mar 26	A T & T	Telephone Service 3/4-4/3/19	348.40
20813	Mar 26	A T & T	Internet Service 3/3-4/2/19	61.53
20814	Mar 26	Ad Images Inc.	Uniforms	827.59
20815	Mar 26	Ancel Glink P.C.	Legal Fees 2/11/19	45.00
20816	Mar 26	Bonnell Industries Inc.	Equipment	248.55
20817	Mar 26	ComEd - Garage	Service at Garage	331.70
20818	Mar 26	ComEd - Street Lighting	Street Lighting	4,464.80
20819	Mar 26	ComEd - Traffic Signals	Traffic Signals	49.36
20820	Mar 26	Conserv FS	Gasoline & Oil	3,171.02
20821	Mar 26	CTG Corp	Equipment	730.00
20822	Mar 26	Damiano Diesel Service	Equipment Leasing	975.01
20823	Mar 26	City of Des Plaines	Municipal Replacement	20,466.11
20824	Mar 26	Des Plaines Material & Supply	Supplies	50.50
20825	Mar 26	Peter Douvalakis	Telephone Reimbursement	50.00
20826	Mar 26	Groot Industries Inc	Landfill Charges	20.42
20827	Mar 26	Village of Glenview	Municipal Replacement	135.31

20828	Mar 26	Golf Mill Ford	Vehicle Maintenance	571.28
20829	Mar 26	Capital One Commercial	Vehicle Maintenance	217.75
20830	Mar 26	Healy Asphalt Co LLC	Cold Patch-Supplies	246.60
20831	Mar 26	Home Depot Credit Services	Office Equipment	6.37
20832	Mar 26	Interstate Billing Service, IN	Vehicle Maintenance	1,521.75
20833	Mar 26	Judge, James, Hoban & Fisher	Legal Services	8,700.00
20834	Mar 26	Kevin W. Mortell & Toni Miller	Wage Deduction Court	750.00
20835	Mar 26	MacMunnis, Inc. AAF Com Ed	Offsite Storage	1,403.75
20836	Mar 26	Maine Township-Town Fund	February Dental Expenses	220.00
20837	Mar 26	Village of Morton Grove	Municipal Replacement	250.33
20838	Mar 26	Napa Auto Parts-Des Plaines	Vehicle Maintenance	810.31
20839	Mar 26	Village of Niles	Municipal Replacement	2,560.80
20840	Mar 26	Blue Tarp Financial, Inc.	Building Operating Supplies	279.02
20841	Mar 26	City of Park Ridge	Municipal Replacement	5,960.54
20842	Mar 26	Red Wing Shoe Store	Uniforms	1,079.75
20843	Mar 26	Village of Rosemont	Municipal Replacement	886.30
20844	Mar 26	Runco Office Supply	Office Equipment & Supplies	151.67
20845	Mar 26	Sam's Club MC/SYNCB	Office Equipment, Postage	200.87
20846	Mar 26	Security Benefit	Deferred Comp Contribution	990.00
20847	Mar 26	Southern Tractor Service	Vehicle Parts	4,318.32
20848	Mar 26	Verizon Wireless	Cell Phone	166.14
20849	Mar 26	Acuity Specialty Products, IN	Operating Supplies	395.56

\$ 132,376.46

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of March 8, 2019, and March 22, 2019 and Road District Checks #20805 through Check #20849 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 26TH DAY OF MARCH, 2019

Supervisor

Attest:

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF MARCH 8, 2019 AND
MARCH 22, 2019 AND GENERAL TOWN FUND CHECKS #56647 THROUGH
CHECK #56704 IN THE AMOUNT OF \$254,257.47.

Maine Township General Town Fund

MARCH 2019

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
56647	Mar 1	The Lincoln National	Employer Paid Life Insurance	403.10
56648	Mar 1	Aflac	Aflac	92.06
56649	Mar 1	Blue Cross Blue Shield	March Health Insurance	64,540.23
56650	Mar 1	COMCAST	Internet & Fax 2/19-3/18/19	331.65
56651	Mar 1	NCPERS Group Life Ins.	IMRF Vol Life Ins.	96.00
56652	Mar 1	The Lincoln National	Vol Life Insurance	104.89
56653	Mar 1	Vision Service Plan (IL)	VSP Vol Vision Insurance	118.16
Wire	Mar 8	IMRF	Illinois Municipal Retirement Fund	19,905.78
Wire	Mar 8	Federal Electronic Payroll System	Federal Taxes	15,133.56
Wire	Mar 8	Illinois Department Of Revenue	State Taxes	2,856.86
S/C	Mar 8	Paychex	Service Fee	341.16
3348	Mar 8	Susan Moylan Krey	Payroll Check	625.73
3349	Mar 8	Walter Kazmierczak	Payroll Check	4,137.92
3350	Mar 8	David A. Carrabotta	Payroll Check	-
3351	Mar 8	Dorothy D. Moran	Payroll Check	486.12
Dir.Deposit	Mar 8	Laura J. Morask	Payroll Check	736.97
Dir.Deposit	Mar 8	Peter W. Gialamas	Payroll Check	367.62
Dir.Deposit	Mar 8	Claire R. McKenzie	Payroll Check	434.81
Dir.Deposit	Mar 8	Kimberly Jones	Payroll Check	416.73
Dir.Deposit	Mar 8	Susan Kelly Sweeney	Payroll Check	453.58
Dir.Deposit	Mar 8	Dayna E. Berman	Payroll Check	2,686.96
Dir.Deposit	Mar 8	Denise M. Jajko	Payroll Check	1,668.47
Dir.Deposit	Mar 8	Doriene K. Prorak	Payroll Check	1,543.58
Dir.Deposit	Mar 8	Jessica M. Fox	Payroll Check	806.14
Dir.Deposit	Mar 8	Marty Cook	Payroll Check	647.43
Dir.Deposit	Mar 8	Michael A. Samaan	Payroll Check	1,496.19
Dir.Deposit	Mar 8	Nader A. Ghazaleh Sr.	Payroll Check	1,116.76
Dir.Deposit	Mar 8	Nicholas W. Kanehl	Payroll Check	894.35
Dir.Deposit	Mar 8	Ramsin S. Youkhanes	Payroll Check	69.92
Dir.Deposit	Mar 8	Robert M. Carrozza	Payroll Check	141.10
Dir.Deposit	Mar 8	Sophia R. Nyanue	Payroll Check	70.60
Dir.Deposit	Mar 8	Stephen T. Basista	Payroll Check	379.85
Dir.Deposit	Mar 8	Tracy D. Cummings	Payroll Check	1,065.56
Dir.Deposit	Mar 8	Victoria K. Rizzo	Payroll Check	1,658.60
Dir.Deposit	Mar 8	Debra A. Babich	Payroll Check	1,403.56
Dir.Deposit	Mar 8	Elizabeth J. Coy	Payroll Check	1,367.97
Dir.Deposit	Mar 8	Faris E. Dababneh	Payroll Check	1,029.04
Dir.Deposit	Mar 8	Mary Dolores Phillips	Payroll Check	665.52
Dir.Deposit	Mar 8	Anne M. Kolpak-Camarano	Payroll Check	1,269.49

Dir.Deposit	Mar 8	Anna E. Lydka	Payroll Check	1,482.76
Dir.Deposit	Mar 8	Branka Mackic-Aleksic	Payroll Check	899.71
Dir.Deposit	Mar 8	Kristina A. Christie	Payroll Check	908.76
Dir.Deposit	Mar 8	Naomi J. Bowman	Payroll Check	1,128.84
Dir.Deposit	Mar 8	Richard D. Lyon	Payroll Check	2,185.80
Dir.Deposit	Mar 8	Yessenia Cornejo	Payroll Check	1,343.45
Dir.Deposit	Mar 8	Marie C. Dachniwsky	Payroll Check	1,412.19
Dir.Deposit	Mar 8	Monika Jaroszewicz	Payroll Check	1,324.01
Dir.Deposit	Mar 8	Oksana T. Bukaczyk	Payroll Check	1,113.68
Dir.Deposit	Mar 8	Therese A. Tully	Payroll Check	1,473.93
Dir.Deposit	Mar 8	Annette Galante	Payroll Check	994.25
Dir.Deposit	Mar 8	Catherine Fredericksen	Payroll Check	392.31
Dir.Deposit	Mar 8	Rosalind Luburich	Payroll Check	467.62
Dir.Deposit	Mar 8	Wieslawa Tytko	Payroll Check	1,587.35
56654	Mar 8	Gaelic & Garlic Decorating	Down Payment 50% of Contract	3,800.00
56655	Mar 8	AQUA Illinois, Inc.	Utilities-Water/Sewer 01/22-02/21	133.89
56656	Mar 8	Republic Svc#551	Pickup Svc.Town Hall 03/01-03/31	277.94
56657	Mar 13	Access One, Inc.	Pot Lines For Alarms,Fax,Elevator	134.36
56658	Mar 13	Comcast Business	Telecommunications / March Svc.	1,426.30
56659	Mar 13	DISH	Utilities-Cable Service 2/26-3/25/1'	48.03
56660	Mar 13	Pitney Bowes Inc.	Postage Machine Lease-12/30-3/29	1,364.16
56661	Mar 13	COMED	Utilities	236.57
Wire	Mar 15	Paychex ESR & FSA	Time Attendance Fee	544.05
Wire	Mar 22	Federal Electronic Payroll System	Federal Taxes	12,967.20
Wire	Mar 22	Illinois Department Of Revenue	State Taxes	2,527.60
S/C	Mar 22	Paychex	Service Fee	324.45
3352	Mar 22	Susan Moylan Krey	Payroll Check	625.73
3353	Mar 22	Dorothy D. Moran	Payroll Check	522.17
Dir.Deposit	Mar 22	Laura J. Morask	Payroll Check	736.97
Dir.Deposit	Mar 22	Peter W. Gialamas	Payroll Check	367.62
Dir.Deposit	Mar 22	Dayna E. Berman	Payroll Check	2,686.96
Dir.Deposit	Mar 22	Denise M. Jajko	Payroll Check	1,864.81
Dir.Deposit	Mar 22	Doriene K. Prorak	Payroll Check	1,543.58
Dir.Deposit	Mar 22	Jessica M. Fox	Payroll Check	806.14
Dir.Deposit	Mar 22	Marty Cook	Payroll Check	632.06
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Dir.Deposit	Mar 22	Therese A. Tully	Payroll Check	1,473.93
Dir.Deposit	Mar 22	Annette Galante	Payroll Check	994.25
Dir.Deposit	Mar 22	Catherine Fredericksen	Payroll Check	441.43
Dir.Deposit	Mar 22	Rosalind Luburich	Payroll Check	561.92
Dir.Deposit	Mar 22	Wieslawa Tytko	Payroll Check	1,587.35
56662	Mar 26	Metro Federal Credit Union	Maine Twp. Recovery Connection	2,095.69
56663V	Mar 26	VOID	Void	-
56664V	Mar 26	VOID	Void	-
56665	Mar 26	Metro Federal Credit Union	Dues/Supplies/Training/Printing	1,600.90
56666V	Mar 26	VOID	Void	-
56667	Mar 26	Metro Federal Credit Union	Building & Grounds Maintenance	699.29
56668	Mar 26	Metro Federal Credit Union	Office Supplies	305.13
56669	Mar 26	Metro Federal Credit Union	Building & Grounds Maintenance	11.50
56670	Mar 26	Alternative Energy Solutions	Generator Maintenance	538.63
56671	Mar 26	American Charge Service	Transportation/Maineline Vouchers	155.00
56672	Mar 26	Ancel Glink P.C.	Legal Services	9,745.66
56673	Mar 26	Anderson Pest Solutions	March Pest Management Services	96.05
56674	Mar 26	Barton Marketing Group	Feb. Retainer Public Info. Services	3,541.00
56675	Mar 26	Brown Industries, Inc.	AnnualTown Mtg. Anniversary Pins	57.19
56676	Mar 26	CPH & Associates Insurance AG	Professional Liability Insurance	1,032.00
56677	Mar 26	Anne Kolpak-Camarano	February Mileage Reimbursement	25.75
56678	Mar 26	The Center Of Concern	Grant Payment 1	3,341.67
56679	Mar 26	Kristina Christie	February Mileage Reimbursement	16.00
56680	Mar 26	Comcast Cable	Internet & Voice Svc.3/17-4/17/19	272.39
56681	Mar 26	Elizabeth J. Coy	February Mileage Reimbursement	29.98
56682	Mar 26	Dependable Fire Equipment Inc.	Fire Extinguisher Inspection Svc.	170.40
56683	Mar 26	Office Equipment Leasing Co.	Print Management	1,376.00
56684V	Mar 26	VOID	Void	-
56685	Mar 26	Anna Lydka	February Mileage Reimbursement	7.42
56686	Mar 26	Garvey's Office Products	Office Supplies	98.85
56687	Mar 26	Graphic Solutions. Inc.	Spring 2019 MainelyNews Printing	700.00
56688	Mar 26	Richard Lyon	Jan.-Feb. Mileage Reimbursement	37.68
56689	Mar 26	Mary Ann Maniacek	Recovery Connection - Rent	300.00

56690	Mar 26	NICOR Gas	Utilities - Service 2/11-3/12/19	1,056.05
56691	Mar 26	NW Suburban Day Care Ctr	Grant Payment 1	3,550.00
56692	Mar 26	OTIS Elevator Company	Elevator Svc. From 3/1/19-5/31/19	1,230.25
56693	Mar 26	Park Ridge Stationers	Operating Supplies	103.80
56694	Mar 26	Pitney Bowes Purchase Power	Clerk Passport Postage	997.00
56695	Mar 26	Quinn Print, Inc.	Recovery Connect-Business Cards	35.00
56696	Mar 26	Seamless Docs	Website/Email Host	5,000.00
56697	Mar 26	Security Benefit	Deferred Comp Contributions	1,170.00
56698	Mar 26	Selekman, Matthew D.	Live Family Therapy Consultation	200.00
56699	Mar 26	Sunrise Grill & Catering, Inc.	Recovery Connection-Meeting	160.00
56700	Mar 26	Township Clerks of IL	2019 Membership Dues	30.00
56701	Mar 26	Tom Vaughn-Chapter 13 Trustee	Wage Garnishment	397.00
56702	Mar 26	Verizon Wireless Admin	Telecommunications	167.20
566703	Mar 26	Warehouse Direct	Computer Tech Support	2,739.00
56704V	Mar 26	VOID	Void	-
				<u>\$ 254,257.47</u>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of March 8, 2019 and March 22, 2019 and General Town Fund Checks #56647 through Check #56704 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 26TH DAY OF MARCH 2019.

Supervisor

Attest:

Clerk

Trustees

MAINE TOWNSHIP, ILLINOIS
ORDINANCE 2019-3
AN ORDINANCE ADOPTING PROCEDURES
FOR REMOTE PARTICIPATION

WHEREAS, the Open Meetings Act's definition of a "meeting" permits attendance of members of the public body at public meetings by a means other than physical presence; and

WHEREAS, Maine Township seeks to adopt a policy that conforms to the requirements of the Open Meetings Act, 5 ILCS 120/7, to permit attendance by a means other than physical presence; and

WHEREAS, the Township Board of Maine Township desires to permit attendance of Township Board members at meetings by means other than physical presence in compliance with the Open Meetings Act; and

WHEREAS, the Township Board of Maine Township finds that it is necessary that any existing ordinances, resolutions or policies be amended to redefine the term "meeting" to include electronic gatherings as defined in Section 120/1.02 of the Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED BY THE Township President and Board of Trustees of Maine Township, Cook County, Illinois as follows:

SECTION I: Recitals. The above-stated recitals are incorporated herein by reference.

SECTION II: Definition of Meeting. The term "meeting" as used in any existing Maine Township resolutions, ordinance or rules shall be defined to mean, "Any gathering, whether in person or by video or audio conference, telephone calls, electronic means (such as, without limitation, electronic mail, electronic chat and instant messaging), or other means of contemporary interactive communication, of a majority of a quorum of the members of a public body held for the purpose of discussing public business" or such other definition as shall be contained within the Illinois state statutes.

SECTION III: Amendment of Previous Terms. The definition of "meeting" set forth in Section 2 shall supersede and replace any other definition used in any previous or existing ordinance, resolution, or policy.

SECTION IV: Remote Participation Policy. Maine Township hereby adopts the Remote Participation Policy, attached hereto, that permits a member of the public body to attend and participate in any meeting of a public body as defined in the Open Meetings Act from a remote location via telephone, video or internet connection provided that such attendance and participation is in compliance with the policy and any applicable laws.

SECTION V: Effective Date. This Ordinance shall be in full force and effect from after its passage, approval and publication in pamphlet form in a manner provided by law.

SECTION VI: Severability. In the event that any section, clause, provision, or part of this Ordinance shall be found and determined to be invalid by a court of competent jurisdiction, all valid parts that are severable from the invalid parts shall remain in full force and effect.

Passed by the Corporate Authorities of Maine Township, Cook County, Illinois, on March 26, 2019, pursuant to a roll call vote as follows:

AYES:

LAURA J. MORASK, Supervisor

NAYES:

ABSTAIN:

KIMBERLY JONES, Trustee

ABSENT:

CLAIRE R. MCKENZIE, Trustee

DAVID CARRABOTTA ESQ., Trustee

SUSAN KELLY SWEENEY, Trustee

ATTEST:

PETER GIALAMAS, Clerk



Peter Gialamas

Clerk

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

**CERTIFICATION OF ADOPTION PROCEDURES
FOR REMOTE PARTICIPATION**

March 26, 2019

CERTIFICATE

I, Peter Gialamas, being the duly elected Clerk of the Town of Maine in the County of Cook, State of Illinois, do hereby certify that I am the keeper of the books and records of the aforesaid Town, and that the attached is a correct and complete copy of the Ordinance 2019-3 of the Board meeting duly convened and held on the 26th day of March 2019.

Town Clerk

SEAL

MAINE TOWNSHIP
REMOTE PARTICIPATION POLICY
POLICY NO. _____

Section 1. **Policy Statement.** It is the policy of Maine Township that a member of the Township Board (or any committee associated with the Township which is subject to the provisions of the Open Meetings Act) may attend and participate in any open or closed meeting of that covered body from a remote location via telephone, video or internet connection, provided that such attendance and participation is in compliance with this policy and any other applicable laws. (When applying this policy to a covered body other than the Township Board, the term "Township Board" as used below shall mean that covered body).

Section 2. **Prerequisites.** A member of the Township Board of Maine Township shall be provided the opportunity to attend an open and closed meeting or only one of such meetings from a remote location if the member meets the following conditions and a majority of a quorum of the Township Board votes to approve the remote attendance:

(i) The member must notify the Township Clerk at least 24 hours before the meeting unless advance notice is impractical;

(ii) The member must meet one of three reasons described herein why he or she is unable to physically attend the meeting, including either: (1) that the member cannot attend because of personal illness or disability; (2) the member cannot attend because of employment purposes or the business of Maine Township; or (3) the member cannot attend because of a family or other emergency; and

(iii) A quorum of the Township Board must be physically present at the location of the meeting as posted in the meeting notice.

Section 3. **Voting Procedures.** After roll call, a vote of the Township Board shall be taken, considering the prerequisites set forth in Section 2, on whether to allow an off-site board member to participate remotely. All of the members physically present are permitted to vote on whether remote participation will be allowed. A vote may be taken to permit remote participation for a stated series of meetings if the same reason applies in each case. Otherwise, a vote must be taken to allow each instance of remote participation.

Section 4. **Quorum and Vote Required.** A quorum must be established by members physically present at any meeting before it can be considered whether to allow a member to participate in the meeting remotely. A vote of a majority of a quorum shall be necessary to decide the issue. For the meeting to continue there shall always need to be a quorum physically present.

Section 5. **Minutes.** The member participating remotely shall be considered an off-site participant and counted as present by means of video or audio conference, for that meeting if the member is allowed to participate. The meeting minutes shall also reflect and state

specifically whether each member is physically present, present by video, or present by audio means.

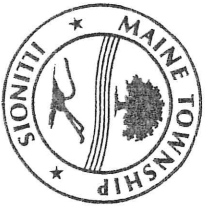
- Section 6.** **Rights of Remote Member.** The member permitted to participate remotely will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken, and his or her vote counted and recorded by the Clerk and placed in the minutes for the corresponding meeting. A member participating remotely may leave a meeting and return as in the case of any member.
- Section 7.** **Meetings.** The term meeting as used herein refers to any gathering, whether in person or by video or audio conference, telephone call, electronic means (such as, without limitation, electronic mail, electronic chat, and instant messaging), or other means of contemporaneous interactive communication, of a majority of a quorum of the members of a public body held for the purposes of discussing public business.
- Section 8.** **Closed Meetings.** A quorum of Maine Township's members must be physically present at any closed meeting. Members participating remotely shall otherwise be entitled to participate in closed meetings by video or audio conference.
- Section 9.** **Costs.** A member participating remotely via telephone shall be reimbursed for the cost of the telephone call upon a valid receipt shown. Any other costs associated with remote participation, including video conferencing and other audio and video equipment, must be approved by Maine Township.

This policy is effective this 26th day of March, 2019

Township Supervisor, Maine Township

ATTEST:

Township Clerk,
Maine Township



Peter Gialamas

Clerk

CLERK'S SERVICES FOR THE YEAR 2019

Month	Voter Registr.	Vehicle Stickers	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	Mainlines 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											
April											
May											
June											
July											
August											
September											
October											
November											
December											
TOTAL	14	11,380	42	139	373	3,299	1,096	191	2,113	1,363	20,010

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

Supervisor
Laura J. Morask

Clerk
Peter Gialamas

Assessor
Susan Moylan Key

Highway Commissioner
Walter Kazmierczak

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

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

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

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

**To: Laura Morask
Maine Township Supervisor**

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

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

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed

1. Adults Receiving	<u>250</u>
2. Children Receiving	<u>35</u>

b. Emergency Family Boxes of Food Distributed 4

1. Adults Receiving	<u>6</u>
2. Children Receiving	<u>0</u>

TOTAL 174 Boxes

II. Cash Donations and Amounts Received

Resident Donations	\$181.00
Business Donations	\$1193.00

III. Food Collections Received During Calendar Month

Messiah Lutheran Church

40 Ham dinners from Jewel Busse and Greenwood Park Ridge

Knights of Columbus 10 Cases of Tootise Rolls

IV.

General Assistance Monthly Report

February, 2019

Austin Kelso

General Assistance:

February, 2019 saw our General Assistance number of clients continue to fluctuate between 19 and 21. We closed two GA cases, thus resulting in our current number of GA clients decreasing to 19.

LIHEAP/CEDA Programs:

The busy season for LIHEAP is nearing an end. With that in mind, we met with individuals 131 times pertaining to LIHEAP and CEDA programs in February, 2019. This was down from 143 meetings in January, 2019 and 271 meetings in December, 2018.

Advocacy/QMB, Snap, and Medicaid:

In February, 2019 we had 88 meetings with individuals pertaining to QMB, Medicare, Medicaid, and SNAP (food stamps). Five meetings were helping individuals through the QMB (supplementing Medicare) program and 83 meetings were pertaining to both SNAP (food stamps) and Medicaid. This is 20 more meetings in general, compared to January, 2019. In February we also referred individuals to the proper organization on 60 occasions, providing great client service and ensuring that they get the best possible help they can.

Access to Care:

We completed four intake interviews for Access to Care in the month of February.

Benefit Access:

We met with individuals on 102 occasions pertaining to the Benefit Access program, thus ensuring that our eligible clients save money on their license plate stickers and CTA passes. This was 37 more meetings than we had in January, 2019.

MaineLines:

We sold 102 MaineLines vouchers in the month of February. This brought our fiscal year total to 1,169 vouchers sold. This saved our clients enrolled in the program a total of \$4,676 on their cab rides to and from the Maine Township area.

Emergency Food Boxes:

We were able to help our residents in immediate need by handing out 29 one-time emergency food boxes in the month of February, working in tandem with our Food Pantry department.

STATISTICAL REPORT
GENERAL ASSISTANCE DEPARTMENT
February 2019

I.	<u>GENERAL ASSISTANCE CASES</u>	
	1. CASES OPENED	<u>0</u>
	2. CASES ONGOING	<u>21</u>
	3. CASES PENDING	<u>0</u>
	4. CASES CLOSED	<u>2</u>
	5. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	<u>19</u>
II.	<u>ADVOCACY:</u>	
	1. QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM	<u>5</u>
	2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE SNAP, CASH ASSISTANCE AND MEDICAID)	<u>83</u>
	3. COMMUNITY RESOURCE ADVOCACY REFERRALS	<u>60</u>
III.	<u>SUBURBAN PRIMARY ACCESS TO CARE INTAKE:</u>	
	1. MONTHLY INTERVIEWS/APPLICATIONS FILED	<u>4</u>
IV.	<u>SENIOR INFORMATION AND ASSISTANCE:</u>	
	1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>15</u>
	2. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	<u>102</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</u>	<u>131</u>
	<u>APPLICATION INTERVIEWS</u> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization).	
VI.	<u>MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM)</u>	
	1. NEW APPLICATIONS ACCEPTED	<u>0</u>
	2. MONTHLY INTERVIEWS	<u>5</u>
	3. MAINELINES TICKETS SOLD THIS MONTH	<u>102</u>
	4. TOTAL MONEY COLLECTED FOR TICKETS SOLD (YEAR TO DATE) (MARCH 1 ST -FEBRUARY 28 TH)	<u>\$1,169</u>



Board Report for February/March 2019

Marty Cook

Friday Night Recovery Meeting Attendance:

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

February 22 th , 2019	48 Participants
March 1 st , 2019	52 Participants
March 8 th , 2019	53 Participants
March 15 th , 2019	50 Participants

Monday Night Community Service, Holy Family Hospital:

- Eight (8) Recovery Connection volunteers spoke with 28 young adult patients in treatment at Holy Family Hospital.

Community Outreach:

- MTRC staff spoke with nine (9) parents in the community and advised them on our program as well as alternative solutions for their children we are struggling with addiction
- MTRC Staff attended Miracle House fund raiser dinner in support of the local halfway house for women.
- MTRC staff member (Nick Kanehl) shared his experience, strength and hope as well as advised on our program to over 35 patients in recovery at a local treatment center.
- MTRC staff and two members of Recovery Connection spoke to High School Students at Prospect Heights about our program and shared their story of recovery from addiction.
- MTRC staff (Nick Kanehl) found housing for three (3) clients who needed help to find a sober living home.

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

February 22 nd , 2019	12 Participants
March 1 st , 2019	10 Participants
March 8 st , 2019	11 Participants
March 15 th , 2019	13 Participants

MTRC started CrossFit classes every Tuesday, Thursday (5:30 P.M.) and Saturday (Noon) with strong support and growing attendance:

February 19 th , 21 st , 23 rd , 2019	15 Participants
February 26 th , 28 th , March 2 nd , 2019	15 Participants
March 5 th , 7 th , 9 th , 2019	17 Participants
March 12 th , 14 th , 16 th , 2019	17 Participants

Miscellaneous:

- The MTRC phone list which serves as a resource to young men and women within the recovery community has grown to 376.
- The MTRC weekly email which briefs our participants on our weekly meeting as well as provides information on other sober related events within the community is now sent to 376 members.
- The MTRC has continued to see strong support at its Sunday afternoon volleyball league what takes place at Maine East High School.
- MTRC has started another eight (8) week recovery based smoking cessation group partnered with the American Respiratory Health Association.
- A participant in our program was featured in a Daily Herald story on staying sober for St. Patrick's day
- Comedian Billy Gardell of TV's Mike and Molly donated 20 tickets to his show at the Improv theater to recovery connection participants

**Maine Township Code
Enforcement Office**

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 3/19/2019

As we come out of winter and head into spring, residents have been putting in numerous complaints. Some of which regarding a couple of falling fences. I'm working on trying to come up with a solution between neighbors, on who really owns the fallen fence on Aspen Ln. I'm working with Cook County Building and Zoning Inspector Jack Conti to come up with a solution. It seems neither neighbors will take ownership. The plat of survey will make the decision, and hopefully will be able to settle the problem. During the course of this past winter, it was very hard on trees, causing the Township a mess and I have been busy writing deficiency's for residents to remove dead trees. April 15th starts branch pick up which should help clean up winters mess. On Western ave, I had a huge garbage mess which loaded his driveway with large amounts of debris. A citation was issued for failure to clean up property, creating an eyesore to Township and neighbors.

I have started patrolling behind Republic Services garbage trucks in certain areas, to insure and assist that they don't pass up accumulating garbage and debris. My huge areas of concern Dee Road, Sumac, Sumac alley, Noel, and Robin Drive. I would like to see them take a more positive approach to serving us in the future. This will help insure Maine Township has a cleaner look. A citation was issued for commercial vehicle parking on right of way. Also, I towed a disabled and dismantled truck, which was a cat and mouse project which I cited twice, which he never paid the citations. The vehicle was an eyesore to the community. I'm currently working with the Cook County sheriff department, regarding a resident that has 12-15 vehicle dealer plates on their property.

March warnings issued: 36

March tickets issued: 13

MAINSTREAMERS HIGHLIGHTS
February 2019
Marie Dachniwsky, Director

In the month of February, we had a variety of events planned for our members. A few of the highlighted events are: Newcomers Presentation, Valentine's Day Luncheon, a trip to China Town, a presentation of "The Stories and Music of Rodgers and Hammerstein" and Mardi Gras Bingo.

Newcomer's Presentation – We had 28 new members come to 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.

Valentine's Day Luncheon – On February 13 we had our annual Valentine's Luncheon at the Chateau Ritz. This year's event featured the *Eddie Korosa Polka Band*. The 152 attendees started with a wonderful lunch, then enjoyed an afternoon of outstanding accordion music while listening and dancing a polka. Bingo was enjoyed after the entertainment. Our sponsors for this luncheon were MatherLifeways and Lutheran Home. Blood pressure screenings and health information was provided by Presence Health Care.

Day Trips - In the month of February we had three fun daytrips.

"Exploring China Town", 55 members were able to enjoy a guided tour of the Chinese American Museum of Chicago, some free time walking through China Town followed by a lunch at the famous MingHin Cuisine, a modern Chinese restaurant. The day ended with a 45-minute landmark bus tour through China Town.

55 members enjoyed the popular production of "*Mamma Mia*" at the Drury Lane Theatre with a lunch prior to the fun-filled, energetic production.

Our final trip for February was "*The Producers*" at the Paramount Theatre in Aurora and lunch at Granite City Brewery where 55 members enjoyed a great lunch and a fabulous production.

Presentation: The Stories and Music of Rodgers and Hammerstein

Susan Benjamin, a former Park Ridge High School teacher and administrator for Maine South High School for 35 years, was extremely excited to come back to Maine Township and present to our MaineStreamer members. The program demonstrated how, through Rodgers and Hammerstein's' music and stories, they disseminated important messages about social issues of their time that are still relevant today. She showed wonderful clips that complemented the stories and highlighted the songwriters' and musicians' best work. Everyone enjoyed her presentation and would like her to return with more!

Mardi Gras Bingo – We had a special Mardi Gras Bingo Celebration this month that was co-sponsored with Generations at Oakton. We had 47 members enjoy bingo, a paczki and \$5.00 gift cards prizes that were provided by Generations of Oakton!

MAINSTREAMERS 2019 STATISTICAL REPORT - FEBRUARY 2019

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
RECREATIONAL PROGRAMS					
Bingo (Monthly)	47	78	\$235.00	\$174.22	\$60.78
Day at the Races (Monthly)	33	75	\$198.00	\$207.50	(\$9.50)
Movie of the Month (Monthly)	43	83	\$86.00	\$28.00	\$58.00
Pinochle Tournament/Social	11	23	\$0.00	\$0.00	\$0.00
Women's/Mens Breakfast (Alternating Months)	21	30	\$252.00	\$332.00	(\$80.00)
Twilight Dining Outing (Alternating Months)		45			\$0.00
Fishing Events/Banquet (6 Times a Year)					
Intergenerational Fishing Outing (Twice a Year)					
Book Review (3-Times a Year)					
HEALTH/INFORMATIVE					
Some Enchanted Evening & Harnessing Your Energy	55	88	\$347.00	\$460.00	(\$113.00)
FITNESS CLASSES					
Senior Aerobics (8 week sessions)	33	33	\$846.00	\$490.00	\$356.00
Yoga (8 Week-Sessions)	14	14	\$630.00	\$625.00	\$5.00
Zumba Gold (8 Week Sessions)	26	26	\$936.00	\$455.00	\$481.00
Zumba Gold Toning (8 week Sessions)	8	8	\$288.00	\$420.00	(\$132.00)
Chair Yoga (8 Week Sessions)	14	14	\$462.00	\$285.00	\$177.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)					
Matter of Balance (8 Week Class- Bi- Yearly)					
Rules of the Road (3- Times a Year)	20	20			
Defensive Driving Course (Held Quarterly)					
Meditation					
LUNCHEONS	152	152	\$3,881.00	\$3,962.89	(\$81.89)
ANNUAL SPECIAL EVENTS					
MISCELLANEOUS EVENTS					
		46			\$0.00
DAY TRIPS	186	271	\$13,610.00	\$12,796.53	\$813.47
LONG DISTANCE TRIPS	4	4	\$727.68	\$0.00	\$727.68
SENIOR MAILING (Bi-Monthly)	24	24	\$0.00	\$63.00	(\$63.00)
NEWCOMERS PRESENTATION (Alternating months)	16	16	\$0.00	\$18.00	(\$18.00)
ADVISORY COUNCIL MEETING (Held Quarterly)		18			
TOTAL	707	1068	\$22,498.68	\$20,317.14	\$2,181.54
NEW MEMBERS	28	82	Average Age	70	

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

AGENCY DAY – MAY 3

Our 37th annual Maine Township Agency Day will be held on Friday, May 3 at Manzo's Banquets in Des Plaines from 9 am – 1 pm. Our speaker this year will be Paul Skiba, a licensed clinical psychologist with 34 years of experience in the mental health field. He will present on trauma-informed care and what organizations can do to more effectively and appropriately provide services for clients with a history of trauma. There will be multiple opportunities for networking among agencies and organizations with the goal of better serving the residents of Maine Township. I am pleased to report that Chicago Behavioral Hospital, Des Plaines Community Foundation, Rosecrance Health Network, Gateway Foundation, Trinity Services, and Jeffrey A. Rabin & Associates have committed to being event sponsors. My goal for this year's event is to make it the first profitable Agency Day in its 37-year history and we are well on our way to achieving this goal.

COMMUNITY EDUCATION SEMINARS/PROFESSIONAL DEVELOPMENT WORKSHOPS

On March 15, we hosted a professional development workshop entitled *Prescription Drug Abuse and the Gateway to Heroin* in partnership with Gateway and had 61 people in attendance. Nick Kanehl spoke about the Recovery Connection program and attendees were able to pick up additional information about Recovery Connection at the conclusion of the event. We collected donations of magic markers, pencils, and boxes of Tootsie Pops at this event to support MCYAF, which puts anti-drug messages on the candy and hands them out to teenagers.

On April 19 from 9-11 am, we will host our next professional development workshop entitled *Getting to the Core: Understanding Attachment Patterns in Eating Disorders*. This presentation will explore research findings in the area of attachment and highlight the key areas of attachment that are most linked with the onset and perpetuation of eating disordered behaviors and family dynamics. The presentation will also explore impact on emotional regulation and interpersonal relationships.

FEATURED STORY OF THE MONTH

One of our therapists was working with a 19-year-old female client who presented with symptoms of depression including suicidal thoughts, sadness, loss of interest in activities, difficulty sleeping, decreased appetite, and periodic emotional breakdowns. She experienced difficulty with her family relationships and exhibited a lack of confidence in her abilities and an internal dialogue of self-criticism. She also engaged in self-injury as a way to manage difficult emotions. We treated this client using primarily a cognitive-behavioral approach. During the course of therapy and through the use of thought logs, she became more aware of her cognitive distortions and learned how to monitor and adjust her thoughts to be more positive and helpful. We discussed alternatives to cutting, including interrupting her usual pattern of where and how she cut herself, and the client reported being able to use these strategies effectively to stop cutting altogether. The client's confidence in her abilities gradually increased over the course of therapy. She indicated her relationship with family members improved and that she was no longer allowing them to negatively influence her life. This client also reported being able to feel happiness again and being able to access a greater range of feelings than she had previously. Towards the end of therapy, she no longer felt depressed or had any suicidal thoughts or emotional breakdowns. As a result, she was able to successfully engage with her college studies and became focused on preparing for her future career.

SUMMER CAMP

We are now accepting applications for our Adventure Maine Township Summer Camp program for at-risk youth ages 8-13. The first camp session will be held June 17-27, and the second camp session will be held July 8-18.

COUNSELING

MaineStay had 15 new counseling intakes in February. We had 100 ongoing cases and now have a total of 115 cases in our affordable strength-based counseling program. We currently have a waiting list of 14 clients.

MAINESTAY E-NEWSLETTER 10TH ANNIVERSARY

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 3,700 subscribers.

COMMUNITY INVOLVEMENT

During February, I attended the Des Plaines Ministerial Association meeting, Advocate Community Health Council meeting, Opioid Advisory Group meeting, District 207 School-Based Health Center Advisory Board meeting, and met with representatives from Mental Health America of the North Shore regarding potential implementation of a mental health literacy program in our area. I also staffed a MaineStay information table at North Elementary School's Family Night. Anne attend the MCYAF community coalition meeting.

MaineStay FY 2018-2019 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
CONTACT HOURS													
Therapy	169	207	211	182	113	106	147	136	121	128	136	162	1818
Psychiatric Groups	37	36	37	38	28	22	19	27	24	20	19	22	326
	62	32					6	13	6			5	124
Non-Clinical Programs	396	691	830	1258	1135	125	290	340	630	200	1702	306	7901
Grand Total	664	965	1077	1478	1275	253	462	516	781	347	1856	495	10168
THERAPY													
New Cases	16	17	10	15	9	4	17	13	5	18	15	15	154
Ongoing Cases	91	94	102	109	108	97	85	85	85	83	90	100	1129
Total Cases	107	111	112	124	117	101	102	98	90	101	105	115	1283
PSYCHIATRIC SERVICES													
New Clients	12	13	19	10	4	1	0	0	0	3	5	0	67
Ongoing Clients	67	78	85	99	105	103	100	84	84	84	87	72	1048
Total Clients	79	91	104	109	109	104	100	84	84	87	92	72	1115
COMMUNITY EDUCATION													
Professional Workshops	1	1	1	1			1	1			1		6
General Seminars			1			1			1			1	4
Attendees	80	61	86	56		75	74	47	75		274	37	865
MAINETRAC													
Referrals	4	2	5	1	3	2	1	0	0	1	1	0	20
Ongoing Cases	1	1	1	5	2	0	0	1	0	0	0	0	11
Completed Cases	3	1	3	3	0	2	3	0	1	0	1	1	18
Community Service Hours	95	40	55	80	43	40	45	20	20	20	20	25	503
PEER JURY													
New Cases	4	7	0	0			6	7	1	7		4	36
High School Jurors	14	14	14	6			6	7	7	7		10	85
Ongoing Cases	3	2	7	5			0	0	4	1		1	23
Completed Cases	4	6	1	4			1	5	4	2		3	30
Community Service Hours	150	70	95	90			20	100	100	155		75	855

MaineStay FY 2018-2019 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
MENTORING													
Youth Participants	16	16	16	16	16		13	10	11	11	11	11	147
Adult Mentors	16	16	16	16	16		13	10	11	11	11	11	147
FUTURE LEADERS													
Youth Participants	15	15					25	30	51	44	44	44	268
High School Mentors	10	10					9	22	22	22	22	22	139
ART IN THE TOWN													
Youth Participants	17	17					13	13	13	13		13	99
SUMMER CAMP													
Youth Participants				20	22								42
STUDENT GOVERNMENT DAY													
Youth Participants		41		34					38				113
Agency Representatives		9		2					12				23
FISH													
Incoming Calls	43	35	52	61	62	51	49	63	59	115	140	125	855
Total Calls	85	69	92	117	126	108	98	116	109	139	320	215	1594
Riders Served	14	13	14	18	19	19	15	20	17	18	23	27	217
Rides (one way)	64	47	66	76	82	72	66	86	88	104	111	138	1000
Volunteers	10	10	9	14	13	13	12	11	12	11	16	14	145

received 2/21/2019

*Respond by: 2/28/2019 FOIA
THURSDAY*

ader Ghazaleh

From: Bharath Bhushan M <bharath.bhushan@slkgroup.com>
Sent: Thursday, February 21, 2019 2:51 PM
To: nghazaleh@mainetown.com; pgialamas@mainetown.com; lcoy@mainetown.com; dbabich@mainetown.com
Subject: Records request - 9476 BAY COLONY,

Hi

Please check and advise for the below address:

- 1. special assessments (open invoices such as tall grass mowing, trash clean up, snow removal, etc.)
- 2. Open Code Violations
- 3. Open/Expired Building permits
- 4. Please advise if there are any unpaid water and sewer bills with a good through date until 03/15/2019

Property:
File # : 722253
Parcel : 09-16-201-033-1185
Add : 9476 BAY COLONY, DES PLAINES, IL 60016

Bharath
Tax and Lien Search Analyst
☎ 855-512-4803 || FAX 888-908-3471



FOIAs

Received
2/25/2019

Response by:
3/4/2019
(Monday)

Wiesia Tytko

From: Kristina McClendon <km@sherwoodlawgroup.com>
Sent: Monday, February 25, 2019 12:36 PM
To: wtytko@mainetown.com
Subject: FOIA REQUEST - Miguel Acosta

Name: Sherwood Law Group LLC, Kristina McClendon
Mailing Address 218 N. Jefferson Street, Suite 401, Chicago, IL 60661
Phone Number of the Requestor: 312-627-1650

Under the **Freedom of Information Act** we are requesting police reports, notes, citations, violations, incident reports, case files, other reports or documents related to the above listed case and accident and any and all videos, dash cam videos, officer cam videos, photographic, or other camera or digital recordings from the location of the accident, on the date of the accident, or otherwise related to the accident.

Client Name: Miguel Acosta

Date of Accident: 1/12/2019

Time of Accident: 8AM

Accident Location: I-90 Westbound

City: Maine Township, IL

Description of Incident: Our client was driving when another vehicle lost control of his car, causing him to veer into our client's lane. Our client's car hit the right side of the other vehicle.

If you have any questions, or need any additional information, please do not hesitate to contact me. Thank you.

Kristina McClendon

Sherwood Law Group, LLC

Paralegal

218 N. Jefferson Street, Suite 401

Chicago, IL 60661

Telephone: 312-627-1650

Facsimile: 312-648-9503

Website: www.sherwoodlawgroup.com

CONFIDENTIALITY NOTICE: This electronic message and all of its contents contain information from the law office of SHERWOOD LAW GROUP LLC which may be privileged, confidential or otherwise protected from disclosure. The information is intended to be for the addressee(s) only. If you are not an addressee, any disclosure, copying, distribution or use of the contents of this message, or any portion thereof, is strictly prohibited. If you have received this electronic message in error, please notify us immediately at (312) 627-1650 and destroy the original message and all copies.

FOIA

Wiesia Tytko

From: Selena Garcia <Selena@emericsservices.com>
Sent: Tuesday, March 19, 2019 2:39 PM
To: wtytko@mainetown.com
Subject: FOIA Request

To whom it may concern,

I am requesting to view the contract the city has for outsourced vendor custodial services in accordance to the Freedom of Information Act.

Thank you so much,

Selena Garcia

Received:
3/19/2019

Response by:
Tuesd: 3/20/2019

FOIA

Nader Ghazaleh

From: Angela Bellis <angela.bellis@pemco-limited.com>
Sent: Wednesday, March 20, 2019 4:14 PM
To: nghazaleh@mainetown.com
Subject: Vacant Property Inquiry-1520 EAST FOREST AVE

Hello Nader,

My name is Angela and I work for Pemco Limited on behalf of Fannie Mae to make sure our properties are in compliance with local municipalities regarding code violations.

I am looking for information on 1520 EAST FOREST AVE DES PLAINES, IL 60018 (09-20-409-027-0000)

Are there open code violations or liens attached to the property of reference that could result in a fine/summons and/or prevent the sale of the property?

If so, please provide existing records or documents.

Also, does Maine Township have a vacant property registration requirement?

Kind regards,

Angela Bellis
Property Specialist
Direct: 720-463-9088
Angela.Bellis@PEMCO-Limited.com
PEMCO-Limited.com
4600 South Ulster Street, Suite 530
Denver, CO 80237

Received
3/20/2019

Response by:
Wed. 3/27/2019

Objective:

To use my strong organizational, marketing and customer service experience to help young adults in recovery on both the administrative side as well as at events and in outreach situations.

Education

DePaul University 20'
Public Relations and Advertising

Employment History

Moretti's October 2018-Present

-Server

Greater Illinois Sober Living July 2018-October 2018

-Helped young adults in early sobriety
-Organized events and activities
-Staff Member

AMC Rosemont November 2017-May 2018

-Crew Member
-Usher/Door Post/Concessions
-Some Maintenance as well

Out-U-Go! March 2017-August 2017

-Dog Walker
-House sat on occasion
-Trusted to enter stranger homes

Windy City Limousine May 2011-May 2016

-Greeted Clients
-Coordinated and directed aircraft passengers upon arrival to O'Hare International Airport
-Greeted CEOs, physicians, actors and actresses, as well as the everyday traveler

Skills

-Communication -Adaptability
-Self-Motivation -Leadership

References

Gary Mendelson--Moretti's Manager--(847) 469-1200

Dave Fasken--Greater Illinois Sober Living--(224) 213-3143

Experience

I have worked in various roles in the power generation industry (nuclear and fossil), petroleum refineries, chemical facilities, paper mills, industrial, commercial, and governmental facilities.

Skills

Project Management	Construction Support	Project Design
Client Interface	Contractor Supervision	Electrical
Project Scope Development	Installation Support	Instrument & Controls
Budget Development	Plant Support	Mechanical
Schedule Development	Outage Support	HVAC
Project Reporting	Staff Augmentation	AutoCad
Invoice Reconciliation	Safety Supervisor	Microstation
	Confined Space Supervisor	Microsoft Office
	Hazardous Waste Operations	

Volunteer and Community Organizations

City of Park Ridge

- Planning and Zoning Commissioner
- Board of Police and Fire Commissioner
- Park Ridge Citizens Fire Academy

Park Ridge Community Emergency Response Team (CERT)

- CERT Team Leader
- Instructor

Illinois Search and Rescue Council

- Instructor Ground Search Operations
- Search Manager

Kendall County Emergency Management Agency

- Search and Rescue

Maine Township Office of Emergency Management

- Responder

North Side Federal Savings and Loan

- Board of Directors

Park Ridge Ministerial Association

- Sunday Night Supper

St. Paul of the Cross Church

- Emergency Response Leadership Team
- Emergency Response Team

Project History

American Electric Power (AEP)

D. C. Cook, Bridgman, MI

American National Can Co.

Chicago Can Manufacturing Plant, Chicago, IL

CertainTeed

Asphalt Roofing Shingle Manufacturing Plant, Jonesville, MO

Asphalt Process Plant, Avery, OH

Citgo Refining

Citgo Refinery, Lemont, IL

Clark Refining & Marketing

Clark Refinery, Blue Island, IL

Hammond Terminal, Hammond, IN

Clark Retail Business Group, Oakbrook, IL

Emirates Nuclear Energy Corporation

Bakarah Nuclear Power Plant, Abu Dhabi, United Arab Emirates

Entergy Nuclear

Arkansas Nuclear One, Russellville, AR

Grand Gulf Nuclear Station, Port Gibson, MS

Palisades Nuclear Generating Station, Covert, MI

River Bend Nuclear Generating Station, St Francisville, LA

Waterford Nuclear Generating Station, Killona, LA

Exelon/Commonwealth Edison Co.

Dresden Generating Station, Morris, IL

LaSalle Generating Station, Marseilles, IL

Byron Generating Station, Byron, IL

Quad Cities Generating Station, Cordova, IL

Zion Nuclear Generating Station, Zion, IL

Fisk Generating Station, Chicago, IL

Florida Power and Light

St. Lucie Nuclear Power Plant, Jensen Beach, FL

Turkey Point, Homestead, FL

Houston Light and Power

South Texas Project, Bay City, TX

IKO

IKO Midwest, Kankakee, IL

IKO Industries LTD, Brampton, Ontario, Canada

Mobil Oil

Mobil Oil Refinery, Elwood, IL

Nekoosa Paper Co.

Nekoosa Mill, Nekoosa, WI

Project History (continued)

NextERA Energy

Duane Arnold Energy Center, Palo, IA
Point Beach Nuclear Plant, Two Rivers, WI
Seabrook Nuclear Power Plant, Seabrook, NH

Stepan Company

Stepan Chemical Plant, Elwood, IL

Tennessee Valley Authority (TVA)

Browns Ferry Nuclear Plant, Athens, AL
Sequoyah Nuclear Generating Station, Soddy-Daisy, TN
Watts Bar Nuclear Generating Station, Spring City, TN

US Department of Energy

Hanford Plant, Benton County, WA
Argonne National Labs, Lemont, IL

UOP

UOP Engineering Facility, Des Plaines, IL

Valero Energy Services

Alsip Refinery, Alsip, IL
Hammond Terminal, Hammond, IN

Wisconsin Power and Light,

Appleton Generating Station, Appleton, WI

Employment History

Aspen Technical Staffing

September 2017 – present

Sargent & Lundy

March 2014 – July 2017, January 2007-June 2008

Hillco Sales, Inc.

July 2008 –March 2014

American Graphics and Design

July 1994 – January 2007

Morrison Construction

September 2004-January 2006

Castle Engineering

March 1995 - July 1996

Vectra Technologies, Inc.

May 1994 - March 1995

Cygna Energy Services

March 1993 - May 1994

ABB Impell Corp.

August 1988 - March 1993