

**Maine Township Town Hall**  
**1700 Ballard Road Park Ridge, IL 60068**  
Tuesday, April 28, 2020

**Township Board Meeting**  
**AGENDA**

NOTE: Maine Township is committed both to open, transparent government, and to stopping the spread of COVID-19. To facilitate this, this Regular Board meeting will be held electronically, but equally transparently. We encourage the public to participate in our meeting electronically by joining our Zoom meeting. The link is <https://zoom.us/j/91723455210?pwd=Qitoa1JabE1Fc1NRZXBodUI5YjFTZz09> and also through our website.

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. Brief Presentation Catherine Sbarra/HRB Solutions regarding Insurance
2. Approval of Minutes of March 23, 2020 Special Board Meeting
3. Approval of Minutes of March 31, 2020 Bill Pay Review
4. Approval of Minutes of March 31, 2020 General Town Fund & General Assistance Budget Hearing
5. Approval of Minutes of March 31, 2020 Road District Budget Hearing
6. Approval of Minutes of March 31, 2020 Board Meeting
7. Approval of Minutes of April 9, 2020 Special Board Meeting
8. General Assistance Expenditures
9. Approval of Road District Expenditures
10. Approval of General Town Fund Expenditures
11. Public Participation
12. Personnel
  - Recovery Connection Peer Support Advocate/ Part Time Position
13. Old Business
  - Presentation and Approval of General Town Fund & General Assistance Fund Budget 2020-21
  - Presentation and Approval of Road District Budget 2020-21
14. New Business
  - Estimate for Plastic Shields/Public Area Counters
  - Discussion/Potential Vote on Resolution 2020-3 as Proposed by Trustee Carrabotta
15. Officials' Reports
16. Closed Session
17. Adjournment



## ADMINISTRATOR'S REPORT

**Date:** April, 2020

**To:** All Elected Officials

**From:** Dayna Berman, Administrator

Let me first start out by thanking the board for their support during this pandemic. Our world as we know it has changed in every aspect and we had to adjust quickly both in our professional and personal lives. Most programs are now being conducted via zoom or phone, food in our pantry has to be handed out thorough our garage with a "no contact" policy and staff is in the building wearing gloves and masks. These are definitely trying times.

The spreading of the virus has increased anxiety levels yet the spirit of generosity remains high in our community as we have been extremely fortunate to have so many people reach out to us and offer assistance. The donations of food, monetary donations, food drives, etc. has been so incredibly generous and we are so touched by the thoughtfulness of others in the township. This month's food pantry report will have statistics and detailed pertinent information for you as we have included names of local donors, monetary amounts donated, number of boxes given out, etc.

This month I continue to work with all the staff members to coordinate existing programs, focusing on the food pantry to ensure the residents are receiving essential food items for the week. The department heads have been great in offering most of their programs via zoom and phone and thankfully with technology, many of our residents are able to participate.

I am also communicating with the bookkeeping/accounting team through email, phone, zoom, etc. to keep abreast of all financials and I have daily meetings with the maintenance crew to review cleaning protocols for the building.

We've wrapped up the 2020 Spring edition of the Mainely News and the final proof was just approved and sent off to the printers and getting ready to be mailed to township residents.

I composed a revised 2020-21 budget which is included in the board packet. Please note I am not including March's income statements as the 20-21 budget has not yet been approved. I will have both March and April statements for you in next month's board distribution.

MOTION TO APPROVE PAYROLL FOR PAYDATES OF APRIL 3, 2020  
AND APRIL 17, 2020 AND ROAD DISTRICT CHECKS #21316 THROUGH  
CHECK #21352 IN THE AMOUNT OF \$95,775.79.

Maine Township Road & Bridge Fund  
**APRIL 2020**

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
21316	Apr 1	Blue Cross Blue Shield of IL	April Health Insurance	10,958.09
21317	Apr 1	The Lincoln National	Employer Paid Life Insurance	87.18
21318	Apr 1	The Lincoln National	Voluntary Life Insurance	113.56
21319	Apr 2	Vision Service Plan (IL)	VSP Voluntary Vision Insurance	17.16
Wire	Apr 3	Federal Electronic Payroll System	Federal Taxes	4,423.41
Wire	Apr 3	Illinois Department of Revenue	State Taxes	748.12
S/C	Apr 3	Paychex	Service Fee	168.65
Dir.Deposit	Apr 3	Richard A Brandes	Payroll Check	1,927.02
Dir.Deposit	Apr 3	Peter Douvalakis	Payroll Check	2,816.77
Dir.Deposit	Apr 3	Jason D Fox	Payroll Check	1,541.62
Dir.Deposit	Apr 3	Dawne Scheel Hayman	Payroll Check	1,333.79
Dir.Deposit	Apr 3	Peter A Jimenez	Payroll Check	1,704.88
Dir.Deposit	Apr 3	Justin E Mac Intyre	Payroll Check	1,812.41
21320	Apr 6	Comed-Street Lighting	Street Lighting	13,965.63
Wire	Apr 10	IMRF	Illinois Municipal Retirement Fund	6,402.47
Wire	Apr 17	Federal Electronic Payroll System	Federal Taxes	4,108.54
Wire	Apr 17	Illinois Department of Revenue	State Taxes	705.45
S/C	Apr 17	Paychex	Service Fee	183.65
Dir.Deposit	Apr 17	Richard A Brandes	Payroll Check	1,829.45
Dir.Deposit	Apr 17	Peter Douvalakis	Payroll Check	2,586.65
Dir.Deposit	Apr 17	Jason D Fox	Payroll Check	1,511.67
Dir.Deposit	Apr 17	Dawne Scheel Hayman	Payroll Check	1,333.79
Dir.Deposit	Apr 17	Peter A Jimenez	Payroll Check	1,535.19
Dir.Deposit	Apr 17	Justin E Mac Intyre	Payroll Check	1,769.76
21321	Apr 20	Verizon Wireless	Telephon & Communication	206.51
21322	Apr 28	AT&T	Telephone & Communication	62.82
21323	Apr 28	Alexander Equipment Co, Inc.	Small Tools & Equipment	3,420.67
21324	Apr 28	Anderson Lock Company Ltd	Building Maintenance	378.32
21325	Apr 28	Atlas Bobcat LLC	Equipment Maintenance	175.09
21326	Apr 28	Richard A Brandes	Telephone & Communication	25.00
21327	Apr 28	Comed-Garage	Service at Garage	278.32
21328	Apr 28	Comed-Street Lighting	Street Lighting	4,668.71
21329	Apr 28	Comed-Traffic Signals	Traffic Signals	49.35
21330	Apr 28	Conserv FS	Fuel	213.21
21331	Apr 28	Damiano Diesel Service	Repairs to #17	1,933.29
21332	Apr 28	Diamond Paint Co	Supplies/Roads	158.57
21333	Apr 28	Domestic Uniform Rental	Building	64.00
21334	Apr 28	Peter Douvalakis	Business Use of Personal Phone	50.00
21335	Apr 28	Flood Brothers Disposal	Landfill Rolloff Pickup & Fuel Surcharge	377.18

21336	Apr 28	Jason D Fox	Telephone & Communication	25.00
21337	Apr 28	Capital One Commercial	Building Operating Supplies	86.16
21338	Apr 28	Home Depot Credit Services	Building Operating Supplies	1,094.57
21339	Apr 28	Peter Jimenez	Telephone & Communication	25.00
21340	Apr 28	MacMunnis, Inc. AAF ComEd	Office Storage	1,473.93
21341	Apr 28	Justin E Mac Intyre	Telephone & Communication	25.00
21342	Apr 28	Maine Township-Town Fund	April Dental Expense	214.50
21343	Apr 28	Metro Federal Credit Union	Office Supplies	172.98
21344	Apr 28	Napa Auto Parts-Des Plaines	Equipment Supplies & Parts	179.58
21345	Apr 28	Nicor Gas	Service at Garage	451.52
21346	Apr 28	Presstech Printing, Inc.	Printing	160.00
21347	Apr 28	Red Wing Shoe Store	Uniforms	1,251.07
21348	Apr 28	Runco Office Supply	Office Supplies	40.60
21349	Apr 28	Russo's Power Equipment, Inc.	Supplies Snow Removal	207.94
21350	Apr 28	Security Benefit	Deferred Comp Contributions	890.00
21351	Apr 28	Spaceco, Inc.	Engineering Review	375.00
21352	Apr 28	West Side Tractor Sales	Equipment Maintenance	13,456.99
				<b>\$ 95,775.79</b>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of April 3, 2020, and April 17, 2020 and Road District Checks #21316 through Checks #21352 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 28TH DAY OF APRIL, 2020

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
\_\_\_\_\_

Attest:  
\_\_\_\_\_

Clerk

\_\_\_\_\_  
\_\_\_\_\_  
Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF APRIL 3, 2020  
AND APRIL 17, 2020 AND GENERAL TOWN FUND CHECKS #57667  
THROUGH CHECK #57730 IN THE AMOUNT OF \$256,770.97.

Maine Township General Town Fund

APRIL 2020

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
57613V	Apr 1	VOID	Void	(500.00)
57667	Apr 1	Blue Cross Blue Shield	Health Insurance	64,039.81
57668	Apr 1	NCPERS Group Life Ins.	IMRF Voluntary Life Insurance	80.00
57669		Cancelled	Cancelled	-
57670		Cancelled	Cancelled	-
57671	Apr 1	The Lincoln National	Employer Paid Life Insurance	392.31
57672	Apr 1	The Lincoln National	Employee Paid Life Insurance	111.54
57673	Apr 2	Aflac	Aflac Life	98.66
57674	Apr 2	Vision Service Plan (IL)	VSP Voluntary Vision Insurance	132.91
Wire	Apr 3	Federal Electronic Payroll System	Federal Taxes	15,049.50
Wire	Apr 3	Illinois Department of Revenue	State Taxes	2,915.34
S/C	Apr 3	Paychex	Service Fee	355.63
3460	Apr 3	Susan Moylan Krey	Payroll	946.63
3461	Apr 3	Walter Kazmierczak	Payroll	4,412.03
3462	Apr 3	David A. Carrabotta	Payroll	-
3463	Apr 3	Dorothy D. Moran	Payroll	634.23
Dir.Deposit	Apr 3	Laura J. Morask	Payroll	685.27
Dir.Deposit	Apr 3	Peter W. Gialamas	Payroll	316.39
Dir.Deposit	Apr 3	Claire R. McKenzie	Payroll	434.81
Dir.Deposit	Apr 3	Kimberly Jones	Payroll	416.73
Dir.Deposit	Apr 3	Susan Kelly Sweeney	Payroll	453.99
Dir.Deposit	Apr 3	Carol A. Langan	Payroll	1,380.17
Dir.Deposit	Apr 3	Dayna E. Berman	Payroll	2,686.44
Dir.Deposit	Apr 3	Denise M. Jajko	Payroll	803.52
Dir.Deposit	Apr 3	Doriene K. Prorak	Payroll	1,424.69
Dir.Deposit	Apr 3	Jessica M. Fox	Payroll	978.88
Dir.Deposit	Apr 3	Marty Cook	Payroll	661.99
Dir.Deposit	Apr 3	Michael A. Samaan	Payroll	1,432.51
Dir.Deposit	Apr 3	Nader A. Ghazaleh Sr.	Payroll	1,106.94
Dir.Deposit	Apr 3	Nicholas W. Kanehl	Payroll	894.80
Dir.Deposit	Apr 3	Robert M. Carrozza	Payroll	267.84
Dir.Deposit	Apr 3	Ronald R. Bartsch	Payroll	139.84
Dir.Deposit	Apr 3	Stephen T. Basista	Payroll	392.09
Dir.Deposit	Apr 3	Terrence Donnelly	Payroll	479.85
Dir.Deposit	Apr 3	Tracy D. Cummings	Payroll	379.92
Dir.Deposit	Apr 3	Victoria K. Rizzo	Payroll	1,705.29
Dir.Deposit	Apr 3	Debra A. Babich	Payroll	1,401.03
Dir.Deposit	Apr 3	Elizabeth J. Coy	Payroll	1,281.02
Dir.Deposit	Apr 3	Faris E. Dababneh	Payroll	1,047.84
Dir.Deposit	Apr 3	Mary Dolores Phillips	Payroll	630.74
Dir.Deposit	Apr 3	Anne M. Kolpak-Camarrano	Payroll	1,289.68
Dir.Deposit	Apr 3	Branka Mackic-Aleksic	Payroll	891.53
Dir.Deposit	Apr 3	Kristina A. Christie	Payroll	964.31

Dir.Deposit	Apr 3	Kristen E. Herdegen	Payroll	1,215.03
Dir.Deposit	Apr 3	Naomi J. Bowman	Payroll	1,312.57
Dir.Deposit	Apr 3	Richard D. Lyon	Payroll	2,156.56
Dir.Deposit	Apr 3	Karen A. Cohen	Payroll	1,193.31
Dir.Deposit	Apr 3	Marie C. Dachniwsky	Payroll	1,440.31
Dir.Deposit	Apr 3	Monika Jaroszewicz	Payroll	1,325.45
Dir.Deposit	Apr 3	Oksana T. Bukaczyk	Payroll	1,135.37
Dir.Deposit	Apr 3	Therese A. Tully	Payroll	1,516.92
Dir.Deposit	Apr 3	Catherine Fredericksen	Payroll	450.24
Dir.Deposit	Apr 3	Rosalind Luburich	Payroll	506.72
Dir.Deposit	Apr 3	Wieslawa Tytko	Payroll	1,641.39
Dir.Deposit	Apr 3	John Bennett	Payroll	128.96
Wire	Apr 7	IMRF	IL Municipal Retirement Fund	23,005.30
57675	Apr 8	Dish	Cable Service 3/26-4/25	53.04
Wire	Apr 10	Paychex Time Attendance Fee	Payroll Administration Fee	611.15
57676	Apr 16	Acces One, Inc.	Pot Lines 4/1-4/30	195.52
57677	Apr 16	Republic SVC #551	Pick-Up Service 4/1-4/30	277.94
Wire	Apr 17	Federal Electronic Payroll System	Federal Taxes	13,189.71
Wire	Apr 17	Illinois Department of Revenue	State Taxes	2,579.64
S/C	Apr 17	Paychex	Service Fee	341.85
3464	Apr 17	Susan Moylan Krey	Payroll	946.63
Dir.Deposit	Apr 17	Laura J. Morask	Payroll	685.27
Dir.Deposit	Apr 17	Peter W. Gialamas	Payroll	316.39
Dir.Deposit	Apr 17	Carol A. Langan	Payroll	1,380.17
Dir.Deposit	Apr 17	Dayna E. Berman	Payroll	2,686.44
Dir.Deposit	Apr 17	Denise M. Jajko	Payroll	803.52
Dir.Deposit	Apr 17	Doriene K. Prorak	Payroll	1,424.69
Dir.Deposit	Apr 17	Dorothy D. Moran	Payroll	863.64
Dir.Deposit	Apr 17	Jessica M. Fox	Payroll	910.81
Dir.Deposit	Apr 17	Marty Cook	Payroll	686.16
Dir.Deposit	Apr 17	Michael A. Samaan	Payroll	1,432.51
Dir.Deposit	Apr 17	Nader A. Ghazaleh Sr.	Payroll	1,106.94
Dir.Deposit	Apr 17	Nicholas W. Kanehl	Payroll	894.80
Dir.Deposit	Apr 17	Stephen T. Basista	Payroll	330.40
Dir.Deposit	Apr 17	Terrence Donnelly	Payroll	447.35
Dir.Deposit	Apr 17	Tracy D. Cummings	Payroll	1,040.90
Dir.Deposit	Apr 17	Victoria K. Rizzo	Payroll	1,705.29
Dir.Deposit	Apr 17	Debra A. Babich	Payroll	1,401.03
Dir.Deposit	Apr 17	Elizabeth J. Coy	Payroll	1,281.02
Dir.Deposit	Apr 17	Faris E. Dababneh	Payroll	1,047.84
Dir.Deposit	Apr 17	Mary Dolores Phillips	Payroll	630.74
Dir.Deposit	Apr 17	Anne M. Kolpak-Camarrano	Payroll	1,289.68
Dir.Deposit	Apr 17	Branka Mackic-Aleksic	Payroll	1,037.79
Dir.Deposit	Apr 17	Kristen E. Herdegen	Payroll	1,215.03
Dir.Deposit	Apr 17	Lauren Crisostomo	Payroll	1,091.27
Dir.Deposit	Apr 17	Naomi J. Bowman	Payroll	1,312.57
Dir.Deposit	Apr 17	Richard D. Lyon	Payroll	2,156.56



Dir.Deposit	Apr 17	Karen A. Cohen	Payroll	1,193.31
Dir.Deposit	Apr 17	Marie C. Dachniwsky	Payroll	1,440.31
Dir.Deposit	Apr 17	Monika Jaroszewicz	Payroll	1,325.45
Dir.Deposit	Apr 17	Oksana T. Bukaczyk	Payroll	1,135.37
Dir.Deposit	Apr 17	Therese A. Tully	Payroll	1,516.92
Dir.Deposit	Apr 17	Catherine Fredericksen	Payroll	450.24
Dir.Deposit	Apr 17	Rosalind Luburich	Payroll	506.72
Dir.Deposit	Apr 17	Wieslawa Tytko	Payroll	1,641.39
Dir.Deposit	Apr 17	John Bennett	Payroll	187.96
57678	Apr 28	Anderson Pest Solutions	April Pest Management Service	96.05
57679	Apr 28	Aqua Illinois, Inc.	Water Service 2/24-3/25	272.53
57680	Apr 28	Asbury Court LLC	Refund for Agency Day	500.00
57681	Apr 28	Barton Marketing Group	Pre-Approved Activity March 2020	1,125.00
57682	Apr 28	BCI, Inc.	Food Pantry Boxes	1,144.30
57683	Apr 28	Bee Line Support, Inc.	Cleaning & Disinfecting Building	2,350.00
57684	Apr 28	John Bennett	Reimbursement-Food Purchase	168.74
57685	Apr 28	Bond, Dickson & Assoc. PC	March IMRF Legal Fees	2,355.42
57686	Apr 28	CPH & Associates Insurance AG	Professional Liability Ins. Renewal	959.00
57687	Apr 28	Chicago Area Interpreter Referral	Special Programs	117.00
57688	Apr 28	The Center of Concern	Grant Payment 2	3,225.00
57689	Apr 28	Chicago Behavioral Hospital	Refund for Agency Day	500.00
57690	Apr 28	Comcast Business	Phone Service 4/1-4/30	1,434.18
57691	Apr 28	Comcast Cable	Internet & Phone 4/17-5/16	143.96
57692	Apr 28	Comed	Electric Service Town Hall 3/10-4/8	930.32
57693	Apr 28	Comed	OEM Electric Service 3/6-4/6	161.08
57694	Apr 28	Cook County Sheriff's	Vehicle Usage	4,000.00
57695	Apr 28	Dept of Financial Professional	License Renewal	250.00
57696	Apr 28	Des Plaines Community	Refund for Agency Day	500.00
57697	Apr 28	Office Equipment Leasing Co.	Print Management	1,376.00
57698	Apr 28	Emergency Services Marketing	Subscription Renewal	305.00
57699	Apr 28	Evans, Marshall and Pease, PC	Accounting Services & Meetings	5,725.00
57700V	Apr 28	VOID	Void	-
57701	Apr 28	Fox Valley Fire & Safety, Inc.	Semi Annual Fire Alarm Lease	426.00
57702	Apr 28	Garvey's Office Products	Office, Operating Supplies	618.20
57703	Apr 28	Graphic Solutions, Inc.	Spring Design/Layout Mainely News	700.00
57704	Apr 28	Illinois Trustees Assoc.	TOI Trustees Dues	30.00
57705	Apr 28	Jeffrey A. Rabin & Assoc Ltd	Refund for Agency Day	500.00
57706	Apr 28	Kimberly Jones	Reimbursement for TOI Webinar	25.00
57707	Apr 28	Journal & Topics Newspapers	Notifications	1,068.08
57708	Apr 28	Justifacts Credential Verification	New Employee Background Check	30.75
57709	Apr 28	Laugh to Live, LLC	Recovery Connection Program	300.00
57710	Apr 28	Life Span	Grant Payment 1	1,193.33
57711	Apr 28	Quadiant Finance USA, Inc.	Postage	998.25
57712	Apr 28	Nicor Gas	Commercial Heat 3/13-4/13	552.09
57713	Apr 28	NW Suburban Day Care Ctr.	Grant Payment 2	3,583.00
57714	Apr 28	Ontap Company	Water Cooler Rental	96.00
57715	Apr 28	Park Ridge Stationers	Operating Supplies	509.33

57716	Apr 28	Security Benefit	Deferred Comp Contributions	1,390.00
57717	Apr 28	Turning Point Behavioral	Grant Payment 1	3,300.00
57718	Apr 28	VCG Uniform/Carlson Murray	Uniforms	176.30
57719	Apr 28	Tom Vaughn-Chapter 13 Trustee	Wage Garnishment April 2020	397.00
57720	Apr 28	Verizon Wireless -Admin	Telecommunication	165.44
57521	Apr 28	Warehouse Direct	Computer Tech Support	2,600.00
57722	Apr 28	Metro Federal Credit Union	Food Pantry	2,053.67
57723V	Apr 28	VOID	Void	-
57724	Apr 28	Metro Federal Credit Union	EIG Constant Contact-Email Service	45.00
57725	Apr 28	Metro Federal Credit Union	Notary Services	136.14
57726	Apr 28	Metro Federal Credit Union	Special Programs	60.88
57727	Apr 28	American Taxi Dispatch, Inc.	Mainelines Vouchers	75.00
57728	Apr 28	Des Plaines, City Water	Water Service 1/18-3/31	116.14
57729	Apr 28	Niles Flash Cab	Mainelines Vouchers	365.00
57730	Apr 28	Taxione of Des Plaines, Inc.	Mainelines Vouchers	605.00
				<b>\$ 256,770.97</b>

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of April 3, 2020 and April 17, 2020 and General Town Fund Checks #57667 through Check #57730 and authorize the Supervisor issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 28TH DAY OF APRIL 2020.

\_\_\_\_\_  
Supervisor

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Trustees

## EDUCATION

The University of Iowa, Iowa City, IA  
Enterprise Leadership

Expected Graduation: Spring 2020

### Relevant Coursework

- Business Consulting
- Entrepreneurial Marketing
- Managing the Growth Business

## EXPERIENCE

- Blue Chip Marketing World Wide, Account Leadership Intern, Northbrook, IL** Summer 2019
- Collaborate with various departments to develop and execute strategies for healthcare clients
  - Co-manage specific projects with agency cross functional team and oversee creative feedback process
  - Format internal and client presentation decks
  - Assisted international clients in patient recruitment and retention in target demographic
  - Led retention program research and solutions for international clients
- JJ's La Puerta, Line cook and Bartender, Sister Bay, WI** Summer 2018
- Gave subordinates the authority needed to effectively carry out delegated responsibilities
  - Monitored the progress of newly hired European co-workers and assigned appropriate tasks
  - Oversaw the shipment of food to the restaurant in a timely and efficient manner
  - Up-sold latest food and beverage specials
- Spotless Snow Removal and Deicing, Founder and Chief Executive, Park Ridge, IL** Winter 2016 – Winter 2017
- Monitored and assigned lots and tasks to employees
  - Negotiated varying prices per lots
  - Developed book of business for repeat clientele and created strong client relationships
  - Managed and supervised over 15 small business and individual accounts using excel workbook
  - Generated revenue of \$2500 and maintained customer data through excel spreadsheet
- Harp and Fiddle, Line Cook, Park Ridge, IL** Summer 2016 - Spring 2018
- Trained bussers and food runners to meet expectations in the workplace
  - Expedited for the cooking line to ensure efficiency
  - Exercised social media presence on Facebook in order to advertise the newly found establishment
  - Met rigorous expectations of customers
- Park Ridge Snow Removal, Assistant Foreman, Park Ridge, IL** Winter 2013 - Winter 2016
- Responsible for multiple major state and federal clients
  - Scheduled and directed teams to intended lots

## LEADERSHIP AND ACTIVITIES

- Career Leadership Academy, Representative** Winter 2018 - Present
- Worked to promote the CLA organization at U Iowa by means of verbal presentations, social media marketing and organization of network/outreach events
- Enactus, Member** Fall 2017 - Present
- Established innovative and sustainable solutions for reduction of recyclable waste
- HawkTrade Investment Club, Member** Fall 2017 – Present
- Participated in the HawkTrade Stock Investment Competition
- North Maine Community Church, Youth Leader** Fall 2011 – Summer 2014
- Mentored small group discussions in order to better teach children
  - Supervised over 15 children
  - Conducted children's service

## Qualifications

- Proficient in Microsoft Word, Powerpoint and Excel



## Memo

**To:** ELECTED OFFICIALS

**From:** DAYNA BERMAN, ADMINISTRATOR

**Date:** APRIL 28, 2020

Please find attached the revised 2020-21 Budget & Appropriation Ordinance for Town Fund and General Assistance. I created the budget based on several parameters suggested by the board at the March 31<sup>st</sup> meeting. The overall budget is \$120,500 lower than the previous budget presented and reflects closer to the 2019-20 Town Fund and General Assistance "Actuals" as the board of trustees had requested.

I took a closer look at the overall budget and calculated operating expenses, reviewed each line item in both revenue and expenditures, analyzed previous budgets and evaluated where we could still make cuts. Supervisor Morask and I determined that the MaineStay Office Manager position, which is currently a full-time position (and not filled), and was held by Branka Mackic, would be able to be offered part-time at 19 hours a week with no benefits. This would be a savings of around \$60,000 in both salary and benefits. I also calculated the health insurance line items at 7%, as opposed to the 10% that was in the last budget presented. This is another \$22,000 in savings. Several other line items were also adjusted.

**MAINE TOWNSHIP  
ORDINANCE 2020-2  
BUDGET & APPROPRIATION ORDINANCE FOR 2020-21**

for MAINE TOWNSHIP located in the County of Cook, State of Illinois for the fiscal year beginning March 1, 2020 and ending February 28, 2021.

Now be it Ordained by the Board of Trustees of MAINE TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: GENERAL TOWN AND GENERAL ASSISTANCE FUND is hereby adopted as the budget of the township for the fiscal year mentioned above and shall be in full force and effect from and after this date.

**GENERAL TOWN FUND**

BEGINNING BALANCE	\$7,575,595
<b>ESTIMATED REVENUES</b>	
Property Tax	\$3,000,000
Replacement Tax	\$88,810
Interest Income	\$27,714
MaineStay Fees	\$29,974
Yard Stickers and Rebates	\$13,734
Postage	\$4,316
Transportation Fees	\$1,094
Passport Fees	\$70,210
Food Pantry Cash Donations	\$67,176
Vehicle Sticker Fees	\$171
Other Income	\$9,173
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$3,312,372</b>
<b>TOTAL ESTIMATED FUNDS AVAILABLE (EXCLUDING PROGRAM FEES FOR MAINSTREAMERS PAID BY PARTICIPANTS)</b>	<b>\$10,887,967</b>
<b>BUDGETED EXPENDITURES</b>	
Administration	\$2,096,270
Assessor	\$382,829
Clerk	\$187,724
Emergency Management	\$15,850
MaineStay Youth and Family Services	\$586,021
Mainstreamers Senior Services	\$500,233
Mental Health/Community Services	\$436,096
<b>TOTAL ESTIMATED EXPENDITURES (EXCLUDING PROGRAM FEES FOR MAINSTREAMERS PAID BY PARTICIPANTS)</b>	<b>\$4,205,023</b>
<b>ENDING BALANCE</b>	<b>\$6,682,944</b>

**ADMINISTRATION****PERSONNEL**

Salaries/Employees	\$610,992
Salaries/Elected Officials	\$187,650
IDES	\$1
Social Security	\$46,741
Municipal Retirement Fund	\$66,995
Health Insurance	\$359,676
Dental Ins.	\$19,177
Life Ins.	\$2,347
Tuition Reimbursement	\$1
<b>TOTAL PERSONNEL</b>	<b>\$1,293,580</b>

**CONTRACTUAL SERVICES**

Accounting Services	\$37,108
Bookkeeping Services	\$16,000
Building-Grounds Maintenance	\$20,963
Community Information-Support	\$26,969
Conferences-Meetings	\$633
Dues-Subscriptions	\$3,883
Web Site/Email Host	\$15,996
Equipment Leasing-Maintenance	\$20,661
Computer Tech Support	\$8,285
Print Management	\$3,842
General Insurance-Liability-Bond	\$65,494
Legal Services	\$70,000
Mileage-Travel-Lodging Expense	\$571
Police Protection	\$44,400
Postage	\$33,971
Printing-Publishing	\$30,071
Special Programs	\$2,307
Staff Training	\$317
Telecommunications	\$24,119
Transportation/MaineLines	\$3,700
Utilities	\$22,505
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$451,795</b>

**COMMODITIES**

Miscellaneous	\$66
Office Supplies/Small Equipment	\$12,347
Operating Supplies-Maintenance	\$9,637
<b>TOTAL COMMODITIES</b>	<b>\$22,050</b>

**OTHER EXPENDITURES**

Code Enforcement Expense	\$558
Neighborhood Watch	\$3,455
Food Pantry	\$20,081
Plan Commission	\$1
Maine Township Recovery Connections	\$50,000
Vehicle Expense	\$2,826
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$76,921</b>

CAPITAL OUTLAY

Building	\$1,924
Capital Fund Account	\$250,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$251,924</b>

<b>TOTAL ADMINISTRATION</b>	<b>\$2,096,270</b>
-----------------------------	--------------------

**ASSESSOR**

PERSONNEL

Salaries	\$202,288
Social Security	\$15,475
Life Ins.	\$500
Dental	\$5,022
Municipal Retirement Fund	\$22,639
Health Insurance	\$129,082
<b>TOTAL PERSONNEL</b>	<b>\$375,006</b>

CONTRACTUAL SERVICES

Conferences-Meetings	\$848
Cook County Assessor Tie-in	\$1,025
Dues-Subscriptions	\$452
Equipment Leasing-Maintenance	\$1
Mileage-Travel-Lodging Expense	\$1,200
Postage	\$400
Printing-Publishing	\$397
Sidwell Maps	\$707
Staff Training	\$116
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$5,146</b>

COMMODITIES

Miscellaneous	\$1,177
Office Supplies/Small Equipment	\$1,500
<b>TOTAL COMMODITIES</b>	<b>\$2,677</b>

<b>TOTAL ASSESSOR</b>	<b>\$382,829</b>
-----------------------	------------------

**CLERK**

PERSONNEL

Salaries	\$101,050
Social Sec.	\$7,730
Municipal Retirement Fund	\$13,662
Health Ins	\$39,157
Dental Ins	\$1,792
Life Ins.	\$227
TOTAL PERSONNEL	<u>\$163,618</u>

CONTRACTUAL SERVICES

Conferences-Meetings	\$1
Dues-Subscriptions	\$313
Print Management	\$2,642
Mileage-Travel-Lodging Expense	\$27
Honor Flight	\$1,000
Postage	\$12,109
Printing-Publishing	\$1,234
Computer Tech Support	\$6,240
Staff Training	\$1
TOTAL CONTRACTUAL SERVICES	<u>\$23,567</u>

COMMODITIES

Miscellaneous	\$21
Office Supplies/Small Equipment	\$518
TOTAL COMMODITIES	<u>\$539</u>

<b>TOTAL CLERK</b>	<u><b>\$187,724</b></u>
--------------------	-------------------------



**OFFICE OF EMERGENCY MANAGEMENT**

**PERSONNEL**

Salaries	\$5,000
Soc. Sec	\$500
Uniforms	\$1
TOTAL PERSONNEL	<u>\$5,501</u>

**CONTRACTUAL SERVICES**

Conferences/Meetings	\$1
Dues/Subscriptions	\$112
Equipment Leasing	\$1
Citizen Corps Program	\$1
Utilities	\$3,772
Computer Tech Support	\$1
Postage	\$1
Printing/Publishing	\$458
Special Programs	\$1
Special Events	\$1
Telecommunications	\$2,175
Staff Training	\$1
TOTAL CONTRACTUAL SERVICES	<u>\$6,525</u>

**COMMODITIES**

Miscellaneous	\$1
Office Supplies/Small equipment	\$928
Operating Supplies	\$1
Disaster Operations Supplies	\$200
TOTAL COMMODITIES	<u>\$1,130</u>

**OTHER EXPENDITURES**

Volunteer Insurance	\$591
Vehicle Expense	\$1,788
TOTAL OTHER EXPENDITURES	<u>\$2,379</u>

**CAPITAL OUTLAY**

Building	\$315
TOTAL CAPITAL OUTLAY	<u>\$315</u>

<b>TOTAL OFFICE OF EMERGENCY MANAGEMENT</b>	<u><b>\$15,850</b></u>
---	------------------------

**MAINESTAY YOUTH AND FAMILY SERVICES**

**PERSONNEL**

Salaries	\$329,784
Social Sec.	\$25,035
Municipal Retirement Fund	\$42,248
Health Ins.	\$154,919
Dental Ins.	\$4,444
Life Ins.	\$1,144
<b>TOTAL PERSONNEL</b>	<b>\$557,574</b>

**CONTRACTUAL SERVICES**

Community Education	\$88
Summer Youth Camp	\$1,000
Garage Sale	\$640
Conferences-Meetings	\$537
Dues-Subscriptions/Licensures	\$1,707
Print Management	\$2,642
General Insurance-Liability-Bond	\$1,032
Mileage-Travel-Lodging Expense	\$2,119
Postage	\$410
Printing-Publishing	\$1,586
Special Programs	\$3,500
Computer Tech Support	\$6,240
Consultation/Staff Training	\$1,899
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$23,400</b>

**COMMODITIES**

Training Manuals/Books	\$287
Miscellaneous	\$1
Office Supplies/Small Equipment	\$2,430
<b>TOTAL COMMODITIES</b>	<b>\$2,718</b>

**OTHER EXPENDITURES**

Youth Recreation Fund	\$2,329
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$2,329</b>

<b>TOTAL MAINESTAY YOUTH AND FAMILY SERVICES</b>	<b>\$586,021</b>
--	------------------

**MAINSTREAMERS SENIOR SERVICES**

**PERSONNEL**

Salaries	\$288,886
Social Sec.	\$22,100
Municipal Retirement Fund	\$39,057
Health Ins.	\$115,834
Dental Ins.	\$4,624
Life Ins.	\$859
<b>TOTAL PERSONNEL</b>	<u>\$471,360</u>

**CONTRACTUAL SERVICES**

Conferences-Meetings	\$257
Dues-Subscriptions	\$75
Mileage-Travel-Lodging Expense	\$100
Postage	\$7,426
Printing-Publishing	\$6,209
Special Programs	\$3,439
Computer Tech Support	\$6,240
Print Management	\$2,942
Telecommunications	\$29
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$26,717</u>

**COMMODITIES**

Office Supplies/Small Equipment	\$2,156
<b>TOTAL COMMODITIES</b>	<u>\$2,156</u>

<b>TOTAL MAINSTREAMERS SENIOR SERVICES</b>	<u>\$500,233</u>
--	------------------

Mental Health/Community Services	\$436,096
----------------------------------	-----------

<b>TOTAL TOWN FUND</b>	<b>\$4,205,023</b>
------------------------	--------------------

**GENERAL ASSISTANCE FUND**

BEGINNING BALANCE	\$2,025,009
ESTIMATED REVENUES	
Property Tax	\$0
Social Security Reimbursement	\$40,696
Interest Income	\$6,926
Energy Assistance Revenue	\$16,338
Miscellaneous	\$1,007
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$64,967</b>
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>	<b>\$2,089,976</b>
BUDGETED EXPENDITURES	
Administration	\$446,942
Home Relief	\$169,039
<b>TOTAL ESTIMATE EXPENDITURES</b>	<b>\$615,980</b>
<b>ENDING BALANCE</b>	<b>\$1,473,995</b>

**ADMINISTRATION**

## PERSONNEL

Salaries	\$258,275
IDES	\$1
Social Security	\$19,117
Municipal Retirement Fund	\$28,430
Health Insurance	\$101,105
Dental Ins.	\$2,757
Life Ins.	\$859
Tuition Reimbursement	\$1
<b>TOTAL PERSONNEL</b>	<b>\$410,545</b>

## CONTRACTUAL SERVICES

Conferences-Meetings	\$89
Accounting Services	\$8,938
Dues-Subscriptions	\$1
Print Management	\$4,072
General Insurance-Liability-Bond	\$7,144
Hearing Officer	\$1
Legal Services	\$1
Mileage-Travel-Lodging Expense	\$602
Postage	\$2,545
Printing-Publishing	\$2,629
Computer Tech Support	\$6,240
Staff Training	\$270
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$32,532</b>

COMMODITIES	
Miscellaneous	\$1
Office Supplies/Sm. Equipment	\$1,514
TOTAL COMMODITIES	<u>\$1,515</u>

CAPITAL OUTLAY	
Computer Software Development	\$2,350
TOTAL CAPITAL OUTLAY	<u>\$2,350</u>

<b>TOTAL ADMINISTRATION</b>	<u><b>\$446,942</b></u>
-----------------------------	-------------------------

**HOME RELIEF**

CONTRACTUAL SERVICES	
Medical Services	\$422
Ambulance-Paramedic Service	\$1
Client Utilities	\$11,650
Dental Services	\$1
Emergency Assistance Program	\$1,295
Food/Person. Essentials	\$48,000
Funeral and Burial Services	\$1
Client Health Insurance	\$1
Prescription Drugs	\$1,741
Catostr. Med. Insurance	\$5,100
Shelter-Rent	\$75,829
TOTAL CONTRACTUAL SERVICES	<u>\$144,041</u>

COMMODITIES	
Transport/Clothing	\$24,982
Transient	\$16
TOTAL COMMODITIES	<u>\$24,998</u>

<b>TOTAL HOME RELIEF</b>	<u><b>\$169,039</b></u>
--------------------------	-------------------------

<b>TOTAL GENERAL ASSISTANCE FUND</b>	<u><b>\$615,980</b></u>
--------------------------------------	-------------------------

<b>1. GENERAL TOWN FUND</b>	<b>\$4,205,023</b>
<b>2. GENERAL ASSISTANCE FUND</b>	<b>\$615,980</b>
<b>TOTAL</b>	<b>\$4,821,003</b>

<b>1. GENERAL TOWN FUND</b>	<b>\$4,205,023</b>
1A. MAINSTREAMERS PROGRAM FEES*	\$407,624
1B. CAPITAL FUND**	<u>-\$250,000</u>
<b>ADJUSTED GENERAL TOWN FUND</b>	<b>\$4,362,647</b>

<b>2. GENERAL ASSISTANCE FUND</b>	<b>\$615,980</b>
-----------------------------------	------------------

TOTAL APPROPRIATIONS	\$4,978,627
----------------------	-------------

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectfully in Section 1 and Section 2 constituting the total appropriations & ending balance the amount of \$ (4,978,627) four million nine hundred and seventy eight thousand six hundred and twenty seven for the fiscal year March 1, 2020 to February 28, 2021 and that Section 3 shall be and is the annual Appropriation Ordinance of this Township, passed by the Board of Trustees as required by law and shall be in full force effect from and after this date.

Section 4: A certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

Adopted in a meeting assembled on April 28 , 2020 by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois pursuant to a roll call vote as follows:

AYE	NAY	ABSENT	_____
AYE	NAY	ABSENT	_____
AYE	NAY	ABSENT	_____
AYE	NAY	ABSENT	_____
			Trustees
AYE	NAY	ABSENT	_____
			Supervisor

GENERAL TOWN FUND ADDENDUM

1A. MAINSTREAMERS PROGRAM FEES\*  
(PAID BY PARTICIPANTS)

REVENUES	\$414,965
----------	-----------

EXPENSES	\$407,624
----------	-----------

1B. CAPITAL FUND\*\* - \$250,000

THE \$250,000 is included in the 2020 budget, but is removed for purposes of total appropriations.

**MAINE TOWNSHIP ROAD DISTRICT  
BUDGET & APPROPRIATION ORDINANCE FOR 2020-2021  
ORDINANCE 2020 RB-1**

of the Town of Maine Road District located in the County of Cook, State of Illinois,  
for the fiscal year beginning March 1, 2020 and ending February 28, 2021

NOW BE IT ORDAINED by the Board of Trustees of the Town of Maine Road District, County of Cook, State of Illinois, in meeting assembled as follows:

SECTION 1: That the following budget containing an estimate of receipts and expenditures for the GENERAL ROAD FUND, PERMANENT ROAD FUND, EQUIPMENT AND BUILDING FUND, SOCIAL SECURITY FUND, INSURANCE FUND AND ILLINOIS MUNICIPAL RETIREMENT FUND is hereby adopted as the budget of this Road District for the fiscal year mentioned above and shall be in full force and effect from and after this date.

**1. GENERAL ROAD FUND**

BEGINNING BALANCE	March 1, 2020		\$1,823,234
ESTIMATED REVENUES			
Property Tax	\$800,000	\$ 800,000	
<b>TOTAL ESTIMATED REVENUES</b>		<b>\$800,000</b>	
<b>TOTAL ESTIMATED FUNDS AVAILABLE</b>			<b><u>\$2,623,234</u></b>
BUDGETED EXPENDITURES			
1.1. Administration		\$287,678	
1.2. Maintenance		\$429,500	
<b>TOTAL EXPENDITURES / APPROPRIATIONS</b>		<b>\$717,178</b>	<b><u>\$717,178</u></b>
ENDING BALANCE	February 28, 2021		\$1,906,056
<b>TOTAL APPROPRIATIONS AND ENDING BALANCE</b>			<b>\$2,623,234</b>



## 1.1. ADMINISTRATION

### PERSONNEL

Salaries	\$66,560	
Health Insurance	\$143,000	
Life Insurance	\$1,200	
Dental Insurance	\$5,000	
<b>TOTAL PERSONNEL</b>	<b>\$215,760</b>	<b>\$215,760</b>

### CONTRACTUAL SERVICES

Alcohol and Drug Testing	\$540	
Payroll Service	\$4,577	
Accounting Services	\$2,000	
Conferences & Meetings	\$50	
Dues / Subscriptions	\$550	
Legal Services	\$6,000	
Mileage / Travel Expense	\$100	
Postage	\$175	
Printing / Publishing	\$6,500	
Telephone	\$6,500	
Training	\$400	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$27,392</b>	<b>\$27,392</b>

### COMMODITIES

Office Supplies	\$1,500	
<b>TOTAL COMMODITIES</b>	<b>\$1,500</b>	<b>\$1,500</b>

### OTHER EXPENDITURES

Miscellaneous Charges	\$300	
Municipal Replacement Tax	\$39,726	
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$40,026</b>	<b>\$40,026</b>

### CAPITAL OUTLAY

Office Equipment	\$3,000	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$3,000</b>	<b>\$3,000</b>

### **TOTAL ADMINISTRATION**

**\$287,678**

## 1.2. MAINTENANCE

### PERSONNEL

Salaries	\$130,000	
Uniforms	\$3,000	
TOTAL PERSONNEL	\$133,000	\$133,000

### CONTRACTUAL SERVICES

Building Maintenance	\$4,000	
Equipment Leasing and Maintenance	\$85,000	
Utilities	\$9,000	
Rentals	\$2,000	
Tree Removal & Spraying	\$16,000	
Tree Replacement Program	\$1,000	
Landfill Charges	\$500	
Street Lighting	\$58,000	
TOTAL CONTRACTUAL SERVICES	\$175,500	\$175,500

### COMMODITIES

Gasoline / Oil	\$22,000	
Building & Operating Supplies / Material	\$7,000	
Maintenance Equipment & Small Tools	\$8,000	
Supplies (Equipment)	\$20,000	
Supplies for the Road	\$4,000	
Supplies for Snow Removal	\$60,000	
TOTAL COMMODITIES	\$121,000	\$121,000

TOTAL MAINTENANCE **\$429,500**

## 2. PERMANENT ROAD FUND

BEGINNING BALANCE	March 1, 2020	\$777,157
ESTIMATED REVENUES		
Property Tax	\$809,000	
TOTAL ESTIMATED FUNDS REVENUES	\$809,000	\$809,000
TOTAL ESTIMATED FUNDS AVAILABLE		\$1,586,157
BUDGETED EXPENDITURES		
PERSONNEL		
Labor	\$300,000	
TOTAL PERSONNEL	\$300,000	\$300,000
CONTRACTUAL SERVICES		
Maintenance (Roads)	\$425,000	
Drainage	\$8,000	
Engineering Services	\$25,000	
Landfill Charges	\$10,000	
Project Expenses	\$3,000	
TOTAL CONTRACTUAL SERVICES	\$471,000	\$471,000
COMMODITIES		
Supplies for the Roads	\$35,000	
TOTAL COMMODITIES	\$35,000	\$35,000
TOTAL EXPENDITURES / APPROPRIATIONS		<u>\$806,000</u>
ENDING BALANCE	February 28, 2021	\$780,157
TOTAL APPROPRIATIONS AND ENDING BALANCE		\$1,586,157

### 3. EQUIPMENT & BUILDING FUND

BEGINNING BALANCE March 1, 2020 \$50,112

#### ESTIMATED REVENUES

Property Tax \$100,000

Replacement Tax \$88,814

Less: Municipal Share - \$39,726

Road & District (Net) \$49,088 \$49,088

Interest Income \$3,618

Other Income \$55,780

Permit Income \$14,068

TOTAL ESTIMATED REVENUES \$222,554 \$222,554

TOTAL ESTIMATED FUNDS AVAILABLE \$272,666

#### BUDGETED EXPENDITURES

##### CAPITAL OUTLAY

Equipment \$170,000

Building \$15,000

Off Site Storage \$22,000

TOTAL EXPENDITURES / APPROPRIATIONS \$207,000 \$207,000

ENDING BALANCE February 28, 2021 \$65,666

TOTAL APPROPRIATIONS & ENDING BALANCE \$272,666

### 4. SOCIAL SECURITY FUND

BEGINNING BALANCE March 1, 2020 \$61,055

#### ESTIMATED REVENUES

Property Tax \$38,625

Interest Income \$0

TOTAL ESTIMATED REVENUES \$38,625 \$38,625

TOTAL ESTIMATED FUNDS AVAILABLE \$99,680

#### BUDGETED EXPENDITURES

##### PERSONNEL

Social Security Tax \$37,500

TOTAL EXPENDITURES / APPROPRIATIONS \$37,500 \$37,500

ENDING BALANCE February 28, 2021 \$62,180

TOTAL APPROPRIATIONS & ENDING BALANCE \$99,680

5. INSURANCE FUND		
BEGINNING BALANCE	March 1, 2020	\$26,958
ESTIMATED REVENUES		
Property Tax	\$51,000	
Interest Income	\$0	
TOTAL ESTIMATED REVENUES	\$51,000	\$51,000
TOTAL ESTIMATED FUNDS AVAILABLE		<u>\$77,958</u>
BUDGETED EXPENDITURES		
PERSONNEL		
Workmen's Compensation	\$19,112	
Unemployment Insurance	\$535	
TOTAL PERSONNEL	\$19,647	\$19,647
CONTRACTUAL SERVICES		
General / Liability Insurance	\$38,019	
TOTAL CONTRACTUAL SERVICES	\$38,019	\$38,019
TOTAL EXPENDITURES / APPROPRIATIONS		<u>\$57,666</u>
ENDING BALANCE	February 28, 2021	\$20,292
TOTAL APPROPRIATIONS & ENDING BALANCE		\$77,958
6. ILLINOIS MUNICIPAL RETIREMENT FUND		
BEGINNING BALANCE	March 1, 2020	(\$152,811)
ESTIMATED REVENUES		
Property Tax	\$103,500	
TOTAL ESTIMATED REVENUES	\$103,500	\$103,500
TOTAL ESTIMATED FUNDS AVAILABLE		<u>(\$49,311)</u>
BUDGETED EXPENDITURES		
Early Retirement Incentive	\$1,000	
IMRF	\$64,000	
TOTAL PERSONNEL	\$65,000	\$65,000
TOTAL EXPENDITURES / APPROPRIATIONS		<u>\$65,000</u>
ENDING BALANCE	February 28, 2021	(\$114,311)
TOTAL APPROPRIATIONS & ENDING BALANCE		(\$49,311)

Section 2: That there is hereby appropriated for Road District purposes:

FOR FISCAL YEAR ENDING 02/28/2021 BY FUND

1. GENERAL ROAD FUND	\$717,178
2. PERMANENT ROAD FUND	\$806,000
3. EQUIPMENT & BUILDING FUND	\$207,000
4. SOCIAL SECURITY FUND	\$37,500
5. INSURANCE FUND	\$57,666
6. ILLINOIS MUNICIPAL RETIREMENT FUND	\$65,000
TOTAL APPROPRIATIONS	\$1,890,344

Section 3: That each total is divided among the several objects and purposes specified and in particular amounts stated for each fund respectively in Section 1 constituting the total appropriations in the amount of One million, eight hundred ninety thousand, three hundred forty-four dollars (\$1,890,344) for the fiscal year March 1, 2020 to February 28, 2021, and that Section 2 shall be and is the annual Appropriation Ordinance of the Road District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

Section 4: A certified copy of the Budget and Appropriation Ordinance must be filed with the Cook County Clerk within 30 days after adoption.

Adopted by the Board of Trustees of the Town of Maine in the County of Cook, State of Illinois in meeting assembled on the 28th of April 2020, pursuant to a roll call vote as follows:

BOARD OF TRUSTEES	AYE	NAY	ABSENT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Supervisor	_____	_____	_____
_____	_____	_____	_____
Highway Commissioner	_____	_____	_____
_____	_____	_____	_____
Township Clerk	_____	_____	_____

MEMORANDUM

To: Supervisor Laura J. Morask  
Clerk Peter Gialamas  
Assessor Susan Moylan Krey  
Hwy. Commissioner Walter Kazmierczak  
Trustee Kimberly Jones  
Trustee David A. Carrabotta, Esq.  
Trustee Claire R. McKenzie  
Trustee Susan Kelly Sweeney

cc: Administrator Dayna Berman  
Township Attorney

From: Michael Samaan

Subject: Estimate for Capital Fund Project

Date: April 23, 2020

---

Attached please find a copy of an estimate from Unique Custom Woodwork, Inc. for the installation of plexiglass by the Assessor's Counter, Clerk's Counters, GA Counter and the Receptionist's Desk, along with an estimate for the installation of an extension to the Assessor's countertop. I am recommending Unique Custom Woodwork for this project. The total estimate for this project is \$3,625.00, which will be taken out of the capital fund.

Thank you.

Estimate



# Unique Custom Woodwork, Inc.

9138 Medill Ave  
Franklin Park, IL 60131  
773-742-7489

Name/Address
Maine Township Doriene K. Prorak 1700 Ballard Road Park Ridge IL 60068

Date	Estimate No.	Project
04/22/20	3785	

Description	Quantity	Total
Acrylic Sneeze Guard 45"W x 32"H x 1/4" Assessor Counter 1st top	6	990.00
Acrylic Sneeze Guard 43"W x 32"H x 1/4" Assessor Counter 2nd top	5	825.00
Acrylic Sneeze Guard 47"W x 38"H x 1/4" Passport counter	2	550.00
Acrylic Sneeze Guard Reception Desk 58"W x 38H x 1/4"	1	335.00
Acrylic Sneeze Guard GA 39"W x 32"H 1/4"	1	155.00
Countertop extension 271.5" x14" plus support legs material and installation		770.00
Sales Tax		0.00
Total		\$3,625.00



MAINE TOWNSHIP

RESOLUTION NO. 2020-3

A RESOLUTION DOLLAR FOR DOLLAR  
MATCHING FUNDS FOR EMERGENCY  
CORONA VIRUS RELIEF

WHEREAS, on April 9, 2020 during a special set Board Meeting, after the Board concluded the items listed on the Agenda for said meeting, that was the passing of 2 corona virus related policies duly amended and then voted upon, (see video marker 30:20 of the meeting) the Board Supervisor presented to the Board “with no action required” that for the first time ever the Maine Township Food Pantry “ran out of food”, confirmed that the Maine Township Food Pantry had received 2 hours prior a substantial food donation from Meltzer School District 63 (620 plus boxes), and announced that the Supervisor had sought money donations from private citizens and with their assistance established a go-fund-me page for Maine Township with the funds to be used to purchase food for the Maine Township Food Pantry as Maine Township was not able to establish a go-fund-me page directly.

WHEREAS, the Maine Township Board at that time and through to the present had, has and continues to have substantial funds in reserve due to the levying of taxes which were then paid by the residents of Maine Township previous to the establishment of said go-fund-me page and collection, and which tax payer moneys continue to accrue.

**WHEREAS** thereafter the corona virus pandemic caused a significant growth in challenges to 501C3 charitable institutions and 501C3 Food Pantries who have presented themselves as in need of moneys and not having money reserves to purchase food and other sundries, and to otherwise have the moneys needed to pay for such emergency necessities.

**WHEREAS** thereafter the corona virus pandemic has caused other and numerous challenges including the loss of jobs and employment as both the local and overall economies have now gone through an extended period of a shut down as a result of this now ongoing pandemic with reported resulting major financial stress and challenges to persons and families including widespread loss of jobs, extensive unemployment and lack of ability to obtain employment, significant increases in alcohol, prescription medications and illicit drugs use and abuse, and so forth, such challenges of which the Maine Township Board has historically sought to provide assistance to the residents of Maine Township by way of paying out certain moneys to certain 501C3 charitable institutions the last selection of, and the decision of the amount of funding to be paid to such each such agency/provider from Maine Township funds having been decided upon by the Maine Township Board in December 2019.

**WHEREAS** thereafter the corona virus pandemic has reached proportions whereby it is anticipated that further outbreaks of illness will result with similar challenges to the Maine Township residents to arise therefrom, and that at this time there is no vaccine applicable to this virus.

WHEREAS, the Maine Township Board now looking back on the establishment of the go-fund-me account and the moneys generated thereby, and which continue to be received thereby, and all that has taken place as a result of the corona virus in and about the residents of Maine Township including the time period commencing after the April 9, 2020 Special Board Meeting to the present, and looking to anticipated further challenges arising for Maine Township residents including that as noted herein above, has decided it best for the moneys so raised through the go-fund-me page aforesaid and which continue to be so raised by the go-fund-me page account are to be utilized and applied exclusively to the purchasing of emergency food relief for the Maine Township Food Pantry, and that in addition thereto, that each dollar raised by the go-fund-me account aforesaid is to be matched by the Maine Township Board from the Maine Township Government accounts funds held in reserve, dollar for dollar, and with these matching funds to then be distributed to the 501C3 aforesaid charities so funded by the Maine Township Board in December of 2019 as supplemental funds for the providing the additional services and assistance aforesaid to Maine Township residents for such needs, present and future.

NOW, THEREFORE, be it is resolved by the Board of Trustees of Maine Township, as follows:

**SECTION 1:** That the moneys raised and which will be raised in the future by the go-fund-me page and account aforesaid is to be and is to continue to be utilized and applied exclusively for the purchase of emergency food relief for the Maine Township Food Pantry resulting from this present corona virus pandemic.

**SECTION 2:** That the Maine Township Board shall determine the amount of funds so generated by the go-fund-me page referenced herein above, that said amount is to be matched and distributed to the 501C3 charities funded by the Board in December of 2019 proportionately based upon the percentage of the total funds awarded to each said 501C3 charity thereby immediately and within the next 30 days from the date of the passing of this Resolution by the Maine Township Board with the funds to be utilized by each such entity exclusively for supplemental emergency corona virus assistance and relief to exclusively Maine Township Residents.

**ADOPTED** by the Board of Trustees of Maine Township, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
LAURA J. MORASK, Supervisor

\_\_\_\_\_  
DAVID A. CARRABOTTA, Trustee

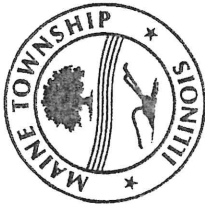
\_\_\_\_\_  
KIMBERLY JONES, Trustee

\_\_\_\_\_  
CLAIRE MC KENZIE, Trustee

\_\_\_\_\_  
SUSAN KELLY SWEENEY, Trustee

Attest:

\_\_\_\_\_  
PETER GIALAMAS, Clerk



**Peter Gialamas**

Clerk

**CLERK'S 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.	Handic. Cards	Hunting & Fishing	Hunting & RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	MaineLines Tickets	TOTAL
January	3	3	0	34	358	0	13	15	135	561
February	4	1	0	22	253	0	14	4	50	348
March	0	4	7	14	126	0	10	10	30	201
April										
May										
June										
July										
August										
September										
October										
November										
December										
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>34</b>	<b>358</b>	<b>0</b>	<b>13</b>	<b>15</b>	<b>135</b>	<b>561</b>
	8	24	101	352	2,993	1,827	653	1,972	1,127	9,832

\* The numbers in the second row indicate services provided in the year 2019



**MAINESTAY YOUTH & FAMILY SERVICES**  
**APRIL 2020 BOARD REPORT**  
*RICHARD LYON, DIRECTOR*

### **TELEHEALTH SERVICES**

MaineStay has been offering telehealth services to residents since March 17. Our clients have access to counseling and psychiatric services via Zoom video or phone sessions, depending on their preference, that is much needed during this time. All fees for counseling services have temporarily been waived due to the financial hardship COVID-19 is causing for so many families. I have put in place new protocols to continue our clinical operations remotely in much the same manner as they would be offered in person. All forms that clients would normally fill out or sign in person (e.g. consent for treatment, release of information, symptom checklist) have been digitized so they can be completed and e-signed online. We are continuing to accept new clients for counseling and psychiatric services.

This global pandemic, combined with a sharp economic downturn, soaring unemployment, and social isolation, is a perfect breeding ground for creating or exacerbating existing mental health conditions. Of particular concern is the increased likelihood of people engaging in self-harming or suicidal behaviors. We have noticed a significant increase in client issues related to anxiety, depression, and fear, along with a creeping sense of desperation as a result of all the uncertainty going on in our world right now. We have heard from many parents about how their children's shift to online learning in combination with social distancing has impacted their overall well-being. Parents are now expected to take on the laborious task of guiding their children through their online classes, many of whom are working from home themselves and are being torn between work and their children's needs. We have proactively shared resources with our clients on how to cope with anxiety related to the virus outbreak and how to discuss this issue appropriately with their children.

We are honored to continue to assist families in need during this challenging time and are committed to doing everything we can to help our residents successfully navigate this period of crisis.

### **TELEWORK**

All MaineStay employees have been set up with remote desktop access so they can access the files and network resources needed to work from home. Employees have also installed the Comcast Business app on their personal cell phones which allows the employee's phone to function just like their work phone. When a resident calls their work number, their cell phone immediately rings, and they can place outgoing calls from the app as well as access and manage voicemails. We have 6-7 Zoom meetings scheduled each week to keep in close contact with one another. These tools have been incredibly helpful in continuing normal operations during such an abnormal time. I am incredibly proud of the flexibility and understanding our team has shown during this unprecedented time and for their commitment for finding creative ways to continue serving our residents.

### **PARENTING CLASS**

I will be facilitating a 6-week virtual Parenting Class free of charge starting on April 22. Special emphasis will be placed on navigating challenges related to the COVID-19 pandemic, including juggling distance learning and telework. We had great interest in the course with 15 parents enrolled. Since it is being held via Zoom, we are able to accommodate more participants online than we normally can in person.

### **ANGER MANAGEMENT**

I conducted the final session of our 8-week Anger Management group remotely using Zoom video conferencing on April 15.

## **ART IN THE TOWN**

Our Art in the Town program is finishing its final four sessions via Zoom and will focus on creating stress-relieving art projects using simple materials parents can find for their children at home. All projects are designed to help students better cope with the anxiety and many changes they are facing right now.

## **MENTORING**

We have shifted several of our mentoring programs into a virtual format to help provide students with the additional social emotional supports they need during this difficult time.

## **FEATURED STORY OF THE MONTH**

We are working with a middle-aged woman in therapy who has an autoimmune disease. Since the COVID-19 outbreak, she has been terrified to leave her house, given that her immune system is already compromised. She typically relies on outside activities to care for her mental health (i.e. going to the gym, visiting elderly family members, and going for walks around her neighborhood). Not being able to do these activities has been quite difficult for her, as it has been for many people during this pandemic. Her therapist has been working with her to modify some of these activities so that she can do them with a bit more ease, such as exercising at home, virtually connecting with family members, and distancing herself from other walkers when going outside.

## **COUNSELING**

MaineStay had 22 new counseling intakes in March. We had 116 ongoing cases and now have a total of 138 cases in our affordable strength-based counseling program. We currently have a waiting list of 19 clients.

## **PSYCHIATRIC SERVICES**

MaineStay, in partnership with The Josselyn Center, continues to offer affordable and convenient psychiatric services to residents via Zoom video or phone sessions, although initial diagnostic assessment must be done via video. Services are available to both adults and children age 12 and older. Medicaid recipients are welcome and a sliding fee is available. We remain in close contact with The Josselyn Center remotely to ensure continuity of care for all clients.

## **NEW AGENCY AND PROGRAM COORDINATOR**

Congratulations to Branka Mackic, who was approved in March to become MaineStay's new Agency and Program Coordinator! Branka had previously worked as MaineStay's Office Manager since January 2019, and I know she will do an excellent job in her new role with us.

## **AGENCY DAY**

Maine Township's 38<sup>th</sup> annual Agency Day scheduled for May 1 has been cancelled due to COVID-19 prevention measures. All sponsoring organizations will be issued refunds.

## **MAINESTAY E-NEWSLETTER**

As a way to share news about MaineStay services with our community in a cost-effective manner, we have sent out a periodic email newsletter for the past 11 years. We now have over 4,200 subscribers.

## **COMMUNITY INVOLVEMENT**

During March, I attended the Des Plaines Ministerial Association Meeting. Other community meetings were cancelled or postponed due to COVID-19 outbreak.









## **Board Report for March/ April 2020**

### **Marty Cook**

Social distancing has had a dramatic effect on those in the recovery from drug and alcohol abuse as 'in person' meetings have always been the cornerstone of substance abuse recovery. The Recovery Connection staff continues to serve the community by connecting residents of all ages with newly developed online meetings, and sponsored a Friday night virtual comedy show for our members.

We also continue to evolve with people of all ages by reaching out to our member and we are hearing from local families who are recognizing loved one's alcohol abuse and or relapse.

## MAINSTREAMERS HIGHLIGHTS

March 2020

Marie Dachniwsky, Director

During the month of March we were very lucky to still be able to complete two of our wonderful day trips safely, before the "Stay at Home Order".

### **Day Trips**

In the month of March we had 4 day trips planned but were only able to attend two of them. On March 4, 47 members enjoyed a wonderful lunch for the first time at Viaggio's in Chicago. The service was great, delicious food and the price was unbeatable. We will definitely make this a frequent stop. After lunch we headed to the Lyric Opera to see the production of *Madama Butterfly*.

The second trip on March 11<sup>th</sup> was to the Shakespeare Theatre at Navy Pier. 45 members enjoyed a lunch at Riva's followed by Jane Austin's beloved novel, "Emma", which was performed as a musical.

As of March 12<sup>th</sup> we took the initiative to cancel our programs due to the safety of our members. The following March programs were canceled. Members needed to be informed, contracts with theaters, restaurants and bus transportation needed to be canceled or rescheduled, and all members needed to be refunded.

### **March Canceled Day Trips, Activities, Programs, Classes**

- Day trip, "Almost Heaven, John Denver's America, Theatre at the Center, Munster, IN
- Day trip, "House of Blues Gospel Brunch & Macy's Flower Show, Chicago
- Movie of the Month
- Matter of Balance Exercise Group
- Senior Aerobics
- St. Patrick's Day Luncheon at Chateau Ritz
- Chair Yoga
- Zumba Gold
- Twilight Dining
- Social Pinochle
- Pinochle Tournament
- Men's Breakfast
- Informative Program –America's First Ladies, Club Casa
- Computer Workshop

### **MaineStreamers-Connect Newsletter (See Attached)**

To continue interaction with our MaineStreamer members we developed a four-page newsletter which included Trivia Township facts, Informative articles, jokes, games, health tips, recipes, etc. This newsletter was mailed out to each member.



# MAINSTREAMERS-CONNECT

Maine Township, 1700 Ballard Road, Park Ridge, IL 60068 - (847) 297-2510

**Dear Members,**

Welcome to Spring! We hope you are staying home and healthy during this uncertain time. Spring brings renewal and hope. Unfortunately, we are not able to schedule social events like we normally do. We hope this newsletter brings you some joy! Please stay connected with us by checking our Maine Township/ MaineStreamer website [mainetown.com](http://mainetown.com) for updates and virtual classes you can sign up for. We also wanted to remind everyone that the Township food pantry is open to all residents. We miss all of you!

## **In This Issue...**

- ◆ **Did You Know...?**
- ◆ **Trip On Paper**
- ◆ **Laugh Corner**
- ◆ **Health Corner**
- ◆ **Little Known Facts**
- ◆ **Broadway Facts**
- ◆ **Evelyn's Kitchen Corner**



## **Did You Know.....?**

### FROM CHURCH TO PUBLIC SERVICE CENTER

Maine Township is one of twenty-nine townships in Cook County. It includes portions of Des Plaines, Park Ridge, Niles, Glenview, Morton Grove, and Rosemont. Founded in 1850, Maine Township is the oldest unit of local government in the area. During its existence, it has seen its surroundings grow from a rural farming community to a major metropolitan area. Maine Township's town hall stands on land originally purchased as farmland by William and Bertha Pump in 1918. Good Shepherd Community Church commissioned architect Lloyd Wright, Frank Lloyd Wright's son, to design their building. According to a church pamphlet, Wright said he aimed "to lift on high literally as well as figuratively the site above existing flat terrain typifying sense of elevation inherent in religious purpose and structures." In 1983 the declining membership forced Good Shepherd Parish to sell its 20,000 square-foot church building to Maine Township. In 1995 construction began on an addition, by Dennis Stevens, an architect trained in the building's original Wrightian style.

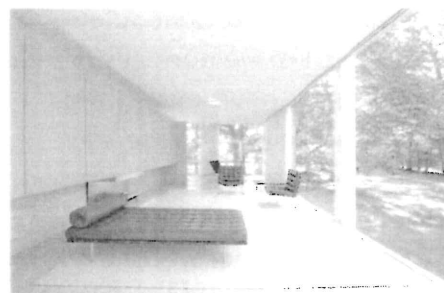
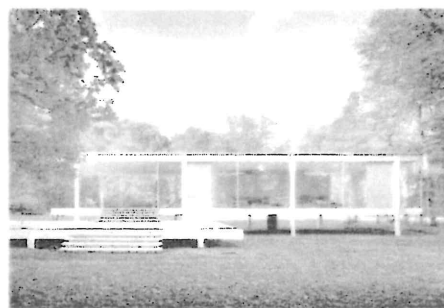
## Trip On Paper

### **The Farnsworth House, Plano, IL**

The Farnsworth House was designed and constructed by Ludwig Mies Van der Rohe between 1945 and 1951. It is a one-room weekend retreat, 55 miles southwest of Chicago, on a 60-acre estate site, adjoining the Fox River.

The house is mostly hidden from the street. It is behind a stone wall at the edge of a crest overlooking a pond. Visitors walk over grass and gravel strips as they approach the building. The building is 56 feet (17 m) long, 32 feet (9.8 m) wide and 10½ feet (3.2 m) high. The kitchen, dining and sleeping areas were all in one glass-enclosed room. The exterior sides of the Glass House are charcoal-painted steel and glass. The brick floor is 10 inches above the ground. The interior is open with the space divided by low walnut cabinets; a brick cylinder contains the bathroom and is the only object to reach floor to ceiling.

Farnsworth house was created to display nature in a simple and pure form.



### **The Muirhead Farmhouse, Hampshire, IL**

The only known farmhouse designed and built by Frank Lloyd Wright in his lifetime. The Robert and Elizabeth Muirhead House is a historic house built in 1951-53. The house was designed by Frank Lloyd Wright in his Usonian style. Robert and Elizabeth Muirhead, the home's owners, had met Wright in 1948 while touring Taliesin and the meeting inspired them to commission Wright to design their own home. The one-story house is horizontally oriented to match its flat surroundings, in keeping with Wright's design principles. Rows of casement windows and a wooden parapet along the roof add to the house's horizontal emphasis. The house's interior also includes several typical elements of Wright's work, including a deemphasized front entrance, floor-to-ceiling windows used to bring in additional light, and a sense of contrast and connection between rooms. It is surrounded by nearly 800 acres of restored tall grass prairie. The interior offers fireplaces and window walls that usher in light and offer panoramic views. The house was added to the National Register of Historic Places on January 12, 2016.

## Laugh Corner



Our cleaning lady just called and told me she will be working from home and will send me instructions on what to do.

Day 3 without sports. Found a lady sitting on my couch yesterday. Apparently she is my wife. She seems nice.

Since everybody started washing their hands, the peanuts at the bar have lost their taste.

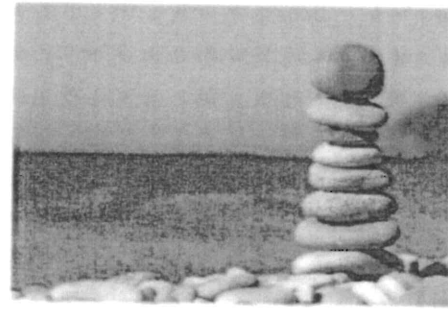
Stepped on my scale this morning and it said: Please use social distancing, one person at a time.

Publix and other Florida supermarkets are announcing special early morning hours just for people 60 and older. The other 10 people in the state are thrilled to have the stores to themselves the rest of the day!

## Health Corner

What is Matter of Balance?

A Matter of Balance is an evidenced-based program designed for older adults to reduce the fear of falling and increase physical activity. Try these exercises to help you!



- **One-leg stands.** Stand straight. Raise one leg, bending your knee to 45 degrees. Hold for 5 to 10 seconds. Repeat 10 times and then switch legs.
- **Heel-to-toe walking.** Walk with the heel of the front foot touching the toe of the back foot as you take 10 steps forward.
- **Side-stepping.** Step to the right, then bring your left foot to meet your right foot. Advance to cross-stepping, where you side-step to the right and cross your left leg behind, then side-step to the right again and cross your left leg in front. Continue this pattern as you walk sideways across a room.
- **Unassisted standing from a chair.** Sit in a firm chair and stand without using your arms for balance.
- **Ankle pumping.** If you are prone to dizziness when rising from your bed, sit on the edge of the bed for a few seconds and pump your ankles before you stand up. Before you move, take a deep breath, get your bearings, and then step forward. Many of us get up too quickly and start to walk too soon.

## Little Known Broadway Facts

- The Phantom of the Opera is Broadway's longest-running show. It opened in 1988 on Broadway and has been staged over 11,400 times.
- Contrary to popular belief, Les Miserables is not set during the French Revolution of 1789. The action begins 1815 and spans 20 years (Including the French Uprising of 1832.)
- The way to determine whether or not a show is considered "Broadway" or "Off-Broadway" is by the number of seats. In order to be considered "On Broadway," a theater must seat at least 500. Off-Broadway can seat between 100-499 people.
- Disney's The Lion King is the first Broadway show to gross \$1 billion dollars in revenue. The show has grossed \$1.4 billion, with an average of \$2 million a week.



R C R S V U I Q E R U W X L W T Z E N S  
 N B E Y D A G K Z R Y D O D Z W N I E P  
 I G X Z H S L V Q B U O J Q R T Z H W I  
 M I S I V L I S G J B T L P E E L O S H  
 L A N O I T A E R C E R C R J A T H L S  
 S A T K S A O D Q N W F T E N V V L E D  
 D F C E O Z J E G O B A G O T L B J T N  
 E A U T C J K H V M I T I N J I O T T E  
 D M J A I S C E A N A T R X I A H A E I  
 N I A K A V R N M W A P Y A G N F C R R  
 E L J Y L N I E E C U T U H O X R X R F  
 T Y U V I C N T U C I R U A A P E A Q A  
 X B C G Z T U D I N F O R M A T I V E Z  
 E Q H C A G E I G E Y T I N U M M O C L  
 G T X I T S H I S Q S E E R F W A X K Y  
 X F A R I W D B I I A X D U C S V P C R  
 M E I X O U R C Y R N G E S K Z M T I M  
 P P T R N W P T S P Y E I M A S Y D X V  
 S S U G F O J M P H X Z C G X L L C C C  
 G R I N S L X H H I S T O R Y F X X L P

ACTIVITIES	ARCHITECTURE	ART
COMMUNITY	CUISINE	DIGNITY
EDUCATIONAL	ENTERTAINMENT	EXTENDED
FAMILY	FREE	FRIENDSHIPS
HISTORY	INFORMATIVE	LEARNING
NEWSLETTER	OVERNIGHT	RECREATIONAL
SOCIALIZATION	TRIPS	

### Evelyn's Kitchen

#### **Corner Brick Pie**

- 1 Graham cracker pie shell
- 1 14 oz can sweetened condensed milk
- 1/3 cup of fresh squeezed lemon juice ( must be fresh lemon juice)
- 1 8 oz. carton of Cool Whip
- 1 14 oz can of mandarin oranges, drained
- 1 small can of crushed pineapple, drained

Mix together sweetened condensed milk, lemon juice and cool whip. Fold in the drained oranges and pineapple. Fill graham cracker pie shell and refrigerate. So simple and oh so good!

MAINSTREAMERS 2020 STATISTICAL REPORT - MARCH 2020

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
<b>RECREATIONAL PROGRAMS</b>					
Bingo (Monthly)	40	97	\$240.00	\$203.90	\$36.10
Day at the Races (Monthly)	30	67	\$180.00	\$180.00	\$0.00
Movie of the Month (Monthly)		66			\$0.00
Pinochle Tournament/Social		42			\$0.00
Women's/Mens Breakfast (Alternating Months)		31			\$0.00
Twilight Dining Outing (Alternating Months)		58			\$0.00
Fishing Events/Banquet (6 Times a Year)					\$0.00
Intergenerational Fishing Outing (Twice a Year)					
Book Review (3-Times a Year)					\$0.00
<b>HEALTH/INFORMATIVE</b>					
		135			\$0.00
<b>FITNESS CLASSES</b>					
Senior Aerobics (8 week sessions)		25			\$0.00
Yoga (8 Week Sessions)		12			\$0.00
Zumba Gold (8 Week Sessions)		30			\$0.00
Zumba Gold Toning (8 week Sessions)					\$0.00
Chair Yoga (8 Week Sessions)		18			\$0.00
Matter of Balance Exercise Class					\$0.00
<b>CLASSES/PROGRAMS</b>					
Computer Class (Alternating Months)		10			\$0.00
Matter of Balance (8 Week Class- Bi- Yearly)					\$0.00
Rules of the Road (3- Times a Year)		18			\$0.00
Defensive Driving Course (Held Quarterly)		30			\$0.00
<b>LUNCHEONS</b>					
	0	147	\$0.00	\$100.00	(\$100.00)
<b>ANNUAL SPECIAL EVENTS</b>					
					\$0.00
<b>MISCELLANEOUS EVENTS</b>					
					\$0.00
<b>DAY TRIPS</b>	92	457	\$11,370.00	\$11,182.77	\$187.23
<b>LONG DISTANCE TRIPS</b>	2	4	\$243.84		\$243.84
<b>SENIOR MAILING (Bi-Monthly)</b>		20			\$0.00
<b>NEWCOMERS PRESENTATION (Alternating months)</b>		33			\$0.00
<b>ADVISORY COUNCIL MEETING (Held Quarterly)</b>					
<b>TOTAL</b>	1044	1300	\$12,033.84	\$11,666.67	\$367.17
Misc. Expenditures			\$0.00	\$260.00	
<b>NEW MEMBERS</b>	6	70	\$12,033.84	\$11,926.67	\$107.17
			<b>Average Age</b>	73 years old	



**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 APRIL 2020 Corona 19 Report**

<b>I.</b>	<b>Maine Township Emergency Food Pantry Distribution</b>	
<b>a.</b>	<b>Family Boxes of Food Distributed</b>	<b>500</b>
1.	Adults Receiving	_____
2.	Children Receiving	_____
<b>b.</b>	<b>Emergency Family Boxes of Food Distributed</b>	<b>_____</b>
1.	Adults Receiving	_____
2.	Children Receiving	_____
<b>II.</b>	<b>Cash Donations and Amounts Received</b>	
	Resident Donations	<b>\$9,063.00</b>
		<b>TOTAL \$9,063.00</b>

**III. Food Donations Received**

Vine St BBQ  
Park Ridge Community Church  
St. Luke's Lutheran Church Park Ridge 2 Food drops  
Go Fund Me Web Site 8 Food Drops  
Many Residents have been Dropping of food on a regular basis  
Jewel on Busse and Greenwood have allowed us to buy from there store. That is  
Where we have been able to purchase in small bulk quantities.  
Melzer School

**IV. Special Notations or Contacts**

**The community outreach has been above and beyond. We will survive this with all the continued support from the Community.**

**As of today April 22, 2020 our average hand out is between 40-45 boxes a day. This is also weather related..... Nice day everyone is out and about.**

**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 March 2020

**I. Maine Township Emergency Food Pantry Distribution**

**a. Family Boxes of Food Distributed** 489

    1. Adults Receiving      284  
    2. Children Receiving    67

**b. Emergency Family Boxes of Food Distributed** 3

    1. Adults Receiving      6  
    2. Children Receiving    5

**TOTAL 492 Boxes**

**II. Cash Donations and Amounts Received**

    Resident Donations \$1243.00

    Business Donations \$6000.00 Total \$7,143.00

**III. Food Collections Received During Calendar Month**

    Park Ridge 20<sup>th</sup> Century Women's Club

    Gemini Middle School

**IV. March 3, 2020 Spoke to St. Luke's Mens Club Overview of Food Pantry and Township Programs that we offer to our residents.**

# **General Assistance Monthly Report**

**March 2020**

**Austin Kelso**

## **General Assistance:**

In March, we opened two new clients bringing our number of clients from 30 to 32.

## **LIHEAP/CEDA Programs:**

For the time being LIHEAP has been shut down. However, in March we saw clients 22 times pertaining to LIHEAP.

## **Benefit Access:**

We met with individuals on 30 occasions pertaining to the Benefit Access program, thus ensuring that our eligible clients save money on their license plate stickers and CTA passes.

## **MaineLines:**

We have given 1,047 MaineLines coupons to our clients this fiscal year, thus ensuring cheaper cab fares for our residents. Through 2019-2020, clients have saved \$4,188.

Received  
4/17/2020

**Wiesia Tytko**

---

**From:** PhillipGBazzoEsq <PhillipGBazzoEsq@Comcast.Net>  
**Sent:** Friday, April 17, 2020 6:21 AM  
**To:** WTytko@MaineTown.Com; Jacobi, B  
**Subject:** FOIA FOR (1) MAINE TOWNSHIP FLOODING VALUATION STUDY AND (2) RECURRING VALUATION STUDIES. PLEASE CONFIRM RECEIPT.

Response by  
FR. 4/24/2020

**Friday, April 17, 2020**

**E-Mailed to Maine Township FOIA Officer Wiesia Tytko, Chief Deputy Clerk  
WTytko@MaineTown.Com**

**E-Mailed to Maine Township's Tzakis Attorney Benjamin Jacobi  
BJacobi@OKGC.Com**

**Maine Township  
ATTN:FOIA Officers-Officials  
Kimberly Jones, Trustee  
Laura J. Morask, Supervisor  
Wiesia Tytko, Chief Deputy Clerk  
1700 Ballard Road  
Park Ridge, IL 60068**

**Attorney Benjamin Jacobi  
O'Halloran Kosoff Geitner & Cook LLC  
650 Dundee Road, Fourth Floor  
Northbrook, IL 60602**

**Re: FOIA Request for Maine Township Flooding Assessment Report and Records**

**Subject: (1) Separate Maine Township Flooding Valuation Study between 2008 and 1018;  
and (2) Recurring-About-Every-3-Years Maine Township Valuation Studies since 2000.**

**Dear Ms. Jones, Ms. Morask and Ms. Tytko:**

**Good morning. Please confirm receipt of this e-mail.**

**I represent Maine Township residents arising from Maine Township flooding occurring in 2008, 2010, 2011, 2013 and 2014. The principal case is entitled "Tzakis v.**

**Advocate” wherein Dennis and Deborah Tzakis who reside at 8858 Dee Road, Unit E, are the first named plaintiffs. Maine Township is a defendant.**

**Prior to this e-mail to you, I contacted Attorney Benjamin Jacobi, in an effort at an abundance of precaution not to risk violating rules of professional conduct prohibiting direct contract between a represented adverse-party defendant and its officers, officials and other agents. Mr. Jacobi has advised that I should directly communicate this FOIA request to you rather than him. Accordingly, I direct this Freedom of Information Act request for the following market valuation studies.**

**1. REQUEST 1: SEPARATE MAINE TOWNSHIP FLOODING VALUATION STUDY:**

**Based upon my investigation, I believe that a Flooding Valuation Study specific to the Maine Township area relating to the valuation effects of flooding on Maine Township real properties was performed in the decade after the 2008 Flood. This Flooding Valuation Study would have occurred between 2008 and 2018 as I understand. I further believe that his Flooding Valuation Study included the Plaintiffs’ residences. I attach as Exhibit 1-200416-ClassMap which identifies the specific 79 buildings within Maine Township which are the subject of this litigation. The general area of Maine Township affected is the geographical area within a general polygon within the rectangle formed by Robin Alley on the east, Dempster on the south, Carleah on the west and Ballard on the north.**

**The 2008 Flood is, of course, the subject of the *Tzakis* litigation. I believe that this Flooding Valuation Study occurred during one of the years in decade after 2018. Accordingly, pursuant to the Freedom of Information Act, please produce this separate valuation study relating to Maine Township properties analyzing the market value effect of**

**flooding in Maine Township. Again, I believe that this separate valuation study was conducted relating to the market valuation of Maine Township properties impacted by the flooding between 2008 and 2018. This Maine Township Flooding Valuation Study is separate from and distinct from the recurrent(every-three-year) periodic market valuation studies requested in the next Request.**

**2. REQUEST 2: RECURRENT-ABOUT-EVERY-3-YEAR MAINE TOWNSHIP VALUATION STUDIES SINCE 2000: I also believe that a recurrent-about-every-3-year Maine Township Valuation Study of the market values of Maine Township real properties has also been conducted every three years for Maine Township real properties. For example, these recurrent-about three-year periodic valuation studies may have been done in 2001, 2004, 2007, 2010, 2013, 2016 and 2019 or in other years the past twenty years. Please produce each recurrent Maine Township Valuation Study since 2000.**

**Again, please confirm receipt of this e-mail. And please communicate with me if you have any questions. Thank you.**

**Sincerely,**

**/s/Phillip G. Bazzo**

**Attachment: Exhibit Maine Township-200417-1-Class Map.**

**Phillip G. Bazzo, Esq.  
FloodLaw@Comcast.Net  
1515 Fort Str., PO Box 415  
Lincoln Park, MI 48146  
248-321-8600**

**CONFIDENTIALITY NOTE: This electronic mail contains information from the law offices of PHILLIP G. BAZZO, ATTORNEY-AT-LAW. This e-mail may be confidential, legally privileged or otherwise protected by law from disclosure. This information is intended for the use of the**