

Maine Township Board Meeting November 23, 2021

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:  
<http://mainetown.com/board-meetings/>

Indexed agenda at:

[https://mainetown.com/wp-content/uploads/2021/11/agenda\\_21-11-23-.pdf](https://mainetown.com/wp-content/uploads/2021/11/agenda_21-11-23-.pdf)

This meeting will be conducted in person. The meeting will also be audio or video recorded and made available to the public, as provided by law.

Board Members Present and other Elected Officials: Supervisor Dimond, Trustees: Jones, Horvath, Maher, Malik, Clerk Gialamas, Assessor Moylan Krey and Highway Commissioner Beauvais

Others in Attendance: Kurt Asprooth, Dayna Berman, Kelly Stonitsch, Victoria Rizzo, Richard Lyon, Doriene Prorak, Elizabeth Coy, Carol Langan, Marie Dachniwsky, Nader Ghazaleh, Austin Kelso, Marty Cook, Michael Samaan, Eva Magnowski, Robert Flinn, Judy Fregetto, Eric Poders, Diane Elkin, Officer Venner-CCSPD Skokie, Michael Walters and Wiesia Tytko

Supervisor Dimond called the meeting to order at 7:00 p.m., Clerk Gialamas led the Pledge of Allegiance and called the roll.

Agenda Item: Approval of Minutes of October 26, 2021 Bill Pay Review

Trustee Jones Motion to waive the reading and approve the minutes of the October 26, 2021 Bill Pay Review.

Trustee Horvath Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Motion carried.

Agenda Item: Approval of Minutes of October 26, 2021 Board Meeting

Trustee Horvath Motion to waive the reading and approve the minutes of the October 26, 2021 Board Meeting.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Motion carried.

Agenda Item: Approval of Minutes of October 20, 2021 Agency Funding Special Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the October 20, 2021 Agency Funding Special Meeting.

Trustee Malik Second.

Motion on a roll call vote as follows:

Supervisor Dimond      Yes  
Trustee Jones            Yes  
Trustee Horvath        Yes  
Trustee Maher          Yes  
Trustee Malik            Yes

Motion carried.

Agenda Item: Approval of Minutes of November 2, 2021 Agency Funding Special Meeting

Trustee Maher            Motion to waive the reading and approve the minutes of the  
November 2, 2021 Agency Funding Special Meeting.  
Trustee Horvath        Second.

Motion on a roll call vote as follows:

Supervisor Dimond      Yes  
Trustee Jones            Yes  
Trustee Horvath        Yes  
Trustee Maher          Yes  
Trustee Malik            Yes

Motion carried.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated October 29, 2021 and November 12, 2021 and General Assistance checks #53745 through check #53794 in the amount of \$50,327.70.

Trustee Malik            Motion to approve.  
Trustee Maher            Second

Motion on a roll call vote as follows:

Supervisor Dimond      Yes  
Trustee Jones            Yes  
Trustee Horvath        Yes  
Trustee Maher          Yes  
Trustee Malik            Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated October 29, 2021 and November 12, 2021 and Road District checks #22113 through check #22150 in the amount of \$279,351.44.

Trustee Jones            Motion to approve.  
Trustee Horvath        Second.

Motion on a roll call vote as follows:

Supervisor Dimond      Yes  
Trustee Jones            Yes  
Trustee Horvath        Yes  
Trustee Maher          Yes  
Trustee Malik            Yes

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated October 29, 2021 and November 12, 2021 and General Town Fund checks #59064 through check #59120 in the amount of \$300,213.01.

Trustee Maher            Motion to approve.  
Trustee Jones            Second.

Motion on a roll call vote as follows:

Supervisor Dimond	Yes
Trustee Jones	Yes
Trustee Horvath	Yes
Trustee Maher	Yes
Trustee Malik	Yes

Motion carried.

Agenda Item: Public Participation

See video at 5:32.

Eric Poders stated that he has been a resident of Maine Township for over 45 years. He commented on the proposed Public Relations and Marketing Agreement between Maine Township and M3 Marketing LLC.

Agenda Item: Presentation on Community Solar Energy

See video at 8:23.

Diane Elkins made a presentation on how Solstice and Maine Township can build a successful Campaign putting the community in the Community Solar program.

After the presentation Ms. Elkins answered many questions from the Maine Township Board.

Supervisor Dimond thanked Ms. Elkins and stated that the Board won't vote at this time and asked the Board members for their inputs and comments.

Agenda Item: Department Head Report – Carol Langan & Nick Kanehl/Food Pantry

See video at 41:53.

Food Pantry Director, Carol Langan reported that the Maine Township Emergency Food Pantry received several food donations from: Stevenson School, Lutheran General Breast Center, Mark Twain Elementary School, Alphabet Acres - Glenview, Mary Seat of Wisdom - Park Ridge and Park Ridge Garden Club. Also, cash donations from Vine Street BBQ - \$5,000 and Des Plaines Community Foundation – \$5,000.

Ms. Langan stated that 200 Turkeys were donated from the Park Ridge Jewel-Osco and were distributed to our residents for the Thanksgiving Holiday.

Nick Kanehl stated that moving the food pantry from the garage to the basement was a success and the residents are happy with the new shopping experience. Mr. Kanehl stated that removing the boxes and using new reusable bags for food pantry clients saves money and recycling. He spoke with local grocery stores about buying fresh products and frozen meats. He also would like to purchase more diverse products to offer a variety for our Asian community.

Supervisor Dimond recognized Carol Langan by thanking her for all work she had done for residents as the Food Pantry Director and receptionist. She added that Ms. Langan is retiring the beginning of the next year.

Agenda Item: Personnel, Hiring Discretion for Part-Time Afternoon Receptionist

See video at 48:55.

Administrator Berman stated that Carol Langan is our afternoon receptionist and she is planning to retire in January, 2022. Administrator Berman asked the Board for discretion to interview and hire the chosen candidate without Board approval.

Trustee Horvath	Motion to approve delegating discretion to Administrator to make a job offer to the candidate applying for 19 hours part-time receptionist position.
Trustee Jones	Second.

Supervisor Dimond stated that it is important not to lose a qualified candidate due to waiting time for the Board approval.

Motion on a roll call vote as follows:

Supervisor Dimond	Yes
Trustee Jones	Yes

Trustee Horvath            Yes  
Trustee Maher             Yes  
Trustee Malik              Yes

Motion carried.

Agenda Item: Old Business, Discussion and Possible Vote on Cybersecurity Audit Services RFP

See video at 51:32.

Supervisor Dimond asked the Board to put off voting for the Cybersecurity Audit Services since we received only one proposal.

Richard Lyon stated that the infrastructure package signed into law by President Biden includes \$1 billion over four years to fund state and local cybersecurity efforts as part of the State and Local Government Cybersecurity Improvement Act starting in 2022. Mr. Lyon added that the grant funding would be available for exactly the type of project we are looking to undertake.

Supervisor Dimond noted that we might extend period of time to receive more proposals and apply for the grants that will be available for the local government.

Agenda Item: Old Business, Discussion and Possible Vote of Internal Audit Services RFP

See video at 55:10.

Supervisor Dimond stated that we received one proposal to provide professional auditing services for Maine Township. The proposal was from Lauterbach & Amen, LLP, which is a well-known firm that provides professional audit and consulting services to over 400 local governments. Supervisor Dimond suggested accepting the presented proposal.

Trustee Jones              Motion to accept the contract from Lauterbach & Amen, LLP for  
Maine Township Internal Audit Services for the year ending:  
February 28, 2022 and optional years: February 28, 2023 and  
February 29, 2024.  
Trustee Horvath            Second.

Discussion.

Motion on a roll call vote as follows:

Supervisor Dimond        Yes  
Trustee Jones              Yes  
Trustee Horvath            Yes  
Trustee Maher             Yes  
Trustee Malik              Yes

Motion carried.

Agenda Item: Old Business, Discussion of MWRD Proposal

See video at 59:02.

Supervisor Dimond stated that last month we had a presentation from MWRD regarding Flood Control Project for Farmers and Prairie Creek in Maine Township and Park Ridge. She added that we are waiting for more information on this project.

Highway Commissioner Beauvais stated that Highway Department had other projects form MWRD but did not hear anything more after the last Board meeting about the flood control project.

Agenda Item: Old Business, Vote on Public Relations Contract

See video at 1:00:47.

Supervisor Dimond stated that at the September Board meeting, three companies presented their proposals for Public Relations Services. Robert Flinn and Martin McAlpin were selected as the Maine Township public relations consultants and they were asked to present a written agreement.

Supervisor Dimond stated that the proposed written agreement was distributed to the Board prior to the meeting.

Trustee Horvath                      Motion to approve to enter into Public Relations and Marketing Agreement with M3 Marketing, LLC, Robert Flinn and Martin McAlpin.  
Trustee Jones                              Second.

Discussion.

Motion on a roll call vote as follows:

Supervisor Dimond	Yes
Trustee Jones	Yes
Trustee Horvath	Yes
Trustee Maher	Yes
Trustee Malik	Yes

Motion carried.

Agenda Item:    Old Business, Discussion and Possible Vote on Estimated General Town Fund/General Assistance Tax Levy Ordinance 2021-4

See video at 1:04:27.

Supervisor Dimond stated that a new estimated Levy Ordinance for General Town Fund and General Assistance Fund was included in the Board packet and will be open for discussion.

Supervisor Dimond made a presentation on understanding Tax Levies for Town Fund/General Assistance and Road District.

Attorney Asprooth and Supervisor Dimond explained the importance raising the levy and the best approach to accumulate the proper funds to keep all departments and programs running.

Discussion.

Attorney Asprooth stated that to comply with Truth in Taxation law, if the Tax Levy exceeds a 5% increase over the prior year's extension, a notice and public hearing is necessary. He added that the last day to adopt the 2021 Tax Levy Ordinance this year is December 28<sup>th</sup>.

Supervisor Dimond stated that the December Board meeting was scheduled for the 28<sup>th</sup> of December and we won't be able to file the levy with the Cook County Clerk. She proposed moving the meeting to Monday, December 27<sup>th</sup>, and to hold the mandatory Truth in Taxation hearing at 7:00 p.m. and the regular Board meeting at 7:15 p.m.

The Board agreed with these changes.

Trustee Jones                              Motion to adopt the estimated 2021 Tax Levy for Town Fund and General Assistance Fund as presented in the total amount of \$5,046,286.00.  
Trustee Horvath                              Second.

Motion on a roll call vote as follows:

Supervisor Dimond	Yes
Trustee Jones	Yes
Trustee Horvath	Yes
Trustee Maher	Yes
Trustee Malik	Yes

Motion carried.

Agenda Item:    Old Business, Discussion and Vote on Road & Bridge Tax Levy Ordinance 2021-RB-2

See video at 1:37:09.

Highway Commissioner Beauvais stated that due to current financial hardships resulting from the pandemic and overwhelming support from residents to utilize some of their reserve monies, he decided not to raise the Road District Levy.

Trustee Horvath Motion to adopt the 2021 Tax Levy for Road District Fund, Ordinance 2021-RB-2 as presented by Highway Commissioner Beauvais with the total amount of 2,605,553.00.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Motion carried.

Agenda Item: New Business, Discussion of Highway Department Amended Budget Proposal

See video at 1:39:25.

Highway Commissioner Beauvais stated that the formula utilized to draft the amended budget was to use actual monies spent from March 21<sup>st</sup> through September 21<sup>st</sup> and then apply actual monies spent last fiscal year as an average for the remaining upcoming months. One other adjustment that was made was to increase the road maintenance line item by \$100,000.00 to cover the removal and replacement of the street at Greenwood Circle in unincorporated Des Plaines.

Highway Commissioner Beauvais presented the Board with his amended draft budget and asked the Board for scheduling the Budget hearing.

After discussion it was decided that the Road District Amended Budget Hearing will be held on January 25, 2022 at 7:00 p.m. The proposed budget will be on file in the Maine Township Clerk's office for 30 days prior to the hearing.

Agenda Item: New Business, Preliminary Discussion of Funding Agency Allocation

See video at 1:48:37.

MaineStay Director Richard Lyon stated that the 2022-2023 Agency Funding allocation spreadsheet includes recommendation amounts from the Administrator and Department Heads. He asked the Board of Trustees to submit their recommendations by December 10<sup>th</sup>.

Supervisor Dimond stated that the Trustees recommendations will be added to the chart. She added that once we will have the Employees Average and Board Average, the 2022-2023 Grant will be calculated and presented for discussion and approval.

Agenda Item: Officials' Reports

Supervisor Dimond reported that the Suggestion Box is now in the Town Hall hallway for anyone to use. She asked Trustee Malik to contact the Niles Public Library in regards giving suggestions for their Pakistan display. The National Night Out posters are in Supervisor Dimond's office for anyone who wants to use them.

Supervisor Dimond stated that in the early December our Township will be offering the vaccination for children provided by Jewel-Osco.

Supervisor Dimond invited employees and Elected Officials for the Holiday Lunch on Tuesday, December 14<sup>th</sup> at 1:00 p.m.

Trustee Maher extended his thanks to Carol Langan for grooming Nick Kanehl in the Emergency Food Pantry.

Trustee Malik thanked the Board members and the Maine Township staff for the turkey give away and for Christmas decorations.

Supervisor Dimond added that the Maine Township Emergency Food Pantry is open on Tuesdays and Fridays from 10:00 a.m. to 1:00 p.m.

Trustee Jones stated that on Saturday, November 20<sup>th</sup>, she along with Trustee Horvath, Trustee Malik, Supervisor Dimond, Highway Commissioner Beauvais and Assessor Moylan Krey were distributing turkeys to the Maine Township residents. She thanked Jewel-Osco for the donated turkeys. Trustee Jones added that the generosity of this community is great. She quoted former Supervisor Teschky: "Nobody goes hungry in Maine Township".

Trustee Jones wished everyone Happy Thanksgiving.

Clerk Gialamas stated that in February he will start planning the 2022 National Night Out event and asked the Board for their participation.

For more detailed Officials' Reports see video at 1:53:06.

Agenda Item: Adjournment

Trustee Jones Motion to adjourn.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Yes

Trustee Maher Yes

Trustee Malik Yes

Motion carried.

The meeting was adjourned at 9:05 p.m.

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Maine Township Clerk