

Maine Township Town Hall
1700 Ballard Road Park Ridge, IL 60068
Tuesday, October 26, 2021

Township Board Meeting - AGENDA

This meeting will be conducted in person. Physical public attendance at the Township building may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available here: <https://us02web.zoom.us/j/85438578342>. To obtain password to connect to this meeting, please call Richard Lyon at 224-257-4869 prior to 6:00 p.m. on October 26, 2021. The meeting will also be audio or video recorded and made available to the public, as provided by law.

Bill Review/6:30

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

Call Regular Meeting to Order/7:00

Pledge of Allegiance

Roll Call

Discussion and Potential Action on the Following Items:

1. Approval of Minutes of September 28, 2021 Bill Pay Review
2. Approval of Minutes of September 28, 2021 Board Meeting
3. Approval of Minutes of October 5, 2021 Agency Funding Special Meeting
4. Approval of General Assistance Expenditures
5. Approval of Road District Expenditures
6. Approval of General Town Fund Expenditures
7. Public Participation
8. MWRD Presentation
9. Department Head Report – Marie Dachniwsky/MaineStreamers
10. Personnel
 - Hiring Discretion for MaineStay Therapist Position
11. Old Business
 - Discussion on Cybersecurity Audit RFP
 - Discussion and Possible Vote on Public Relations Consultant Rate and Contract
12. New Business
 - Discussion on Internal Auditing Services RFP
 - Discussion on Maine Township Partnership with Clean Energy Providers
 - Discussion and Possible Vote on Estimated General Town Fund/General Assistance and Road & Bridge Levy Ordinances 2021
13. Officials' Reports
14. Adjournment



ADMINISTRATOR'S REPORT

Date: October, 2021

To: All Elected Officials

From: Dayna Berman, Administrator

I attended the first of three agency funding hearings this month. It was quite informative to hear about the agency's programs that are offered to our residents, especially those that are new this year. I am also reminded how much some of the smaller ones really rely on local funding.

I am wrapping up the Fall edition of the Mainely News and it will be heading to the printers this week. We are aiming for distribution no later than the first week of November. We have quite a few pictures to show off of our very successful past events as well as articles to inform the residents of upcoming programs and other happenings.

I prepared an RFP for Internal Auditing Services. It is currently being reviewed by our attorney at Ancil Glink and will then become available for accounting firms to submit proposals for review. Our preliminary audit is conducted in March with the audit itself beginning in May.

Richard Lyon has been conducting phone interviews as well as several in-person interviews for the two open therapist positions in the MaineStay department. I have been accompanying Richard for second interviews with perspective hires. We are hopeful that we will have at least one applicant ready to present to the board by next month.

Supervisor Dimond and I are beginning to discuss the Tax Levy Ordinance for 2021. The Estimated Levy must be passed by November 8th and the Actual Levy must be passed and on file with Cook County by December 28th.

I continue to work with our HR Generalist Keli Stonitsch on several staff personnel issues.

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	REVENUE											
	Property Tax	\$207,737.74	\$72,005.23	\$102,945.91	\$0.00	\$0.00	\$0.00	\$0.00	\$382,688.88	\$1,500,000.00	\$1,117,311.12	74%
	Interest Income	\$271.71	\$243.17	\$225.88	\$244.81	\$208.28	\$219.59	\$200.14	\$1,613.58	\$11,998.00	\$10,384.42	87%
	MaineStay Fees	\$3,745.00	\$1,807.50	\$2,425.00	\$1,120.00	\$1,337.50	\$1,980.00	\$1,425.00	\$13,840.00	\$12,387.00	-\$1,453.00	-12%
	Yard Stickers and Rebates	\$0.00	\$55.25	\$2,485.64	\$797.75	\$446.00	\$2,448.79	\$359.50	\$6,592.93	\$13,734.00	\$7,141.07	52%
	Postage	\$386.75	\$22.75	\$341.25	\$404.25	\$564.00	\$295.75	\$409.50	\$2,424.25	\$4,136.00	\$1,711.75	41%
	Food Pantry Cash Donations	\$7,700.50	\$2,600.00	\$2,100.00	\$2,037.39	\$327.92	\$1,045.00	\$2,360.00	\$18,170.81	\$67,176.00	\$49,005.19	73%
	Passport Fees	\$5,557.25	\$2,570.50	\$4,696.00	\$3,674.00	\$5,070.00	\$4,810.00	\$5,025.00	\$31,402.75	\$70,210.00	\$38,807.25	55%
	Transportation Fees	\$0.00	\$0.00	\$60.00	\$20.00	\$0.00	\$70.00	\$37.00	\$187.00	\$1,094.00	\$907.00	83%
	Prsnl Prop Replacement Tax	\$4,889.77	\$0.00	\$52,292.35	\$0.00	\$0.00	\$21,455.96	\$2,728.50	\$81,366.58	\$78,930.00	-\$2,436.58	-3%
	Hunting/Fishing License	\$23.50	\$32.50	\$184.50	\$0.00	\$13.25	\$117.00	\$116.00	\$486.75	\$0.00	-\$486.75	#DIV/0!
	Other Income	\$19,848.40	-\$50.00	\$6,103.78	\$249.80	\$1,859.90	\$11,763.00	\$13,829.47	\$53,604.35	\$15,553.00	-\$38,051.35	-245%
	<i>(MaineStreamers)</i>	\$2,024.38	\$1,856.00	\$3,877.00	\$2,840.00	\$3,852.00	\$5,608.25	\$33,951.00	\$54,008.63	\$51,236.00	-\$2,772.63	-5%
	TOTAL REVENUES	\$250,160.62	\$79,286.90	\$173,860.31	\$8,548.00	\$9,826.85	\$44,205.09	\$26,490.11	\$592,377.88	\$1,775,218.00	\$1,182,840.12	67%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	EXPENSES											
	ADMINISTRATION											
	Salaries/Gross Pay Account	\$41,382.74	\$62,109.51	\$41,946.55	\$41,351.34	\$47,932.19	\$41,855.91	\$65,359.44	\$341,937.68	\$573,314.00	\$231,376.32	40%
	Salaries/Elected Officials	\$13,825.07	\$17,022.03	\$13,818.63	\$11,950.23	\$11,613.77	\$11,613.77	\$20,453.99	\$100,297.49	\$163,564.00	\$63,266.51	39%
	IDES	\$0.00	\$0.00	\$0.00	\$3,041.00	\$0.00	\$0.00	\$6,020.00	\$9,061.00	\$1.00	-\$9,060.00	-906000%
	Social Security	\$4,117.62	\$5,970.33	\$4,163.60	\$3,990.07	\$4,498.37	\$4,033.52	\$6,478.77	\$33,252.28	\$57,814.00	\$24,561.72	42%
	IMRF	\$4,579.44	\$6,868.24	\$4,632.44	\$4,578.86	\$10,504.00	\$2,040.00	\$4,809.03	\$38,012.01	\$67,554.00	\$29,541.99	44%
	Administrative Div. Health Ins.	\$24,882.85	\$24,961.07	\$21,910.63	\$21,073.75	\$25,764.66	\$22,851.73	\$22,261.82	\$163,706.51	\$320,294.00	\$156,587.49	49%
	Life Insurance	\$172.80	\$79.03	\$79.03	\$77.09	\$64.19	\$0.00	\$284.64	\$756.78	\$782.00	\$25.22	3%
	Dental Insurance	\$619.47	\$488.11	\$394.64	\$577.30	\$177.72	-\$333.22	\$1,788.80	\$3,712.82	\$10,926.00	\$7,213.18	66%
	Accounting Services	\$1,290.80	\$1,614.65	\$5,053.25	\$5,379.45	\$4,312.51	\$4,228.91	\$5,856.56	\$27,736.13	\$63,782.00	\$36,045.87	57%
	Audit Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,140.00	\$0.00	\$10,140.00	\$16,000.00	\$5,860.00	37%
	Building & Grounds Maint	\$419.34	\$2,223.72	\$2,391.94	\$2,414.40	\$2,433.61	\$2,455.85	\$1,883.89	\$14,222.75	\$21,963.00	\$7,740.25	35%
	Community Info-Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Conferences Meetings	\$0.00	\$272.00	\$250.00	\$2.00	\$0.00	\$149.90	\$0.00	\$673.90	\$633.00	-\$40.90	-6%
	Special Programs	\$109.49	\$0.00	\$213.91	\$321.33	\$3,885.64	\$8,238.75	\$3,425.81	\$16,194.93	\$3,245.00	-\$12,949.93	-399%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$2,000.00	\$65.00	\$1,612.59	\$0.00	\$3,677.59	\$3,883.00	\$205.41	5%
	Equipment Leasing Maint	\$1,754.29	\$156.00	\$2,192.13	\$425.00	\$165.00	\$925.99	\$2,689.13	\$8,307.54	\$20,661.00	\$12,353.46	60%
	Gen Ins Liability Ins Bond	\$70.00	\$62,701.20	\$623.00	\$50.00	\$0.00	\$0.00	\$500.00	\$63,944.20	\$65,494.00	\$1,549.80	2%
	Website>Email Host	\$9,550.00	\$742.86	\$0.00	\$1,337.88	\$0.00	\$3,500.00	\$6,362.52	\$21,493.26	\$20,364.00	-\$1,129.26	-6%
	Print Management	\$320.20	\$320.20	-\$739.40	\$690.40	-\$370.20	-\$110.20	-\$130.00	-\$19.00	\$3,842.00	\$3,861.00	100%
	Computer Tech Support	\$520.00	\$520.00	\$0.00	\$1,040.00	\$199.20	\$199.20	\$359.60	\$2,838.00	\$8,285.00	\$5,447.00	66%
	Legal Services	\$758.50	\$2,062.78	\$32,850.25	\$15,979.18	\$2,377.00	\$13,895.75	\$8,083.75	\$76,007.21	\$90,000.00	\$13,992.79	16%
	Mileage-Travel-Lodging Exp	\$21.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.42	\$571.00	\$549.58	96%
	Police Protection	\$0.00	\$0.00	\$3,600.00	\$3,600.00	\$4,400.00	\$4,200.00	\$3,800.00	\$19,600.00	\$40,000.00	\$20,400.00	51%
	Plan Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Postage	\$768.24	\$9,391.36	-\$316.21	-\$173.96	\$8,986.43	\$1,033.15	-\$999.89	\$18,689.12	\$33,971.00	\$15,281.88	45%
	Printing Publishing	\$0.00	\$8,299.41	-\$2,647.00	\$756.97	\$2,228.67	\$11,332.90	-\$767.50	\$19,203.45	\$31,500.00	\$12,296.55	39%
	Food Pantry	\$1,298.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,298.96	\$20,081.00	\$18,782.04	94%
	Code Enforcement Expense	\$415.00	\$0.00	\$0.00	\$92.98	\$0.00	\$0.00	\$30.00	\$537.98	\$558.00	\$20.02	4%
	Maine Township Rec. Connection	\$967.29	\$795.15	\$947.08	\$786.73	\$3,322.50	\$3,259.02	\$2,650.06	\$12,727.83	\$40,000.00	\$27,272.17	68%
	Telecommunications	\$2,132.43	\$2,139.90	\$1,773.57	\$2,119.26	\$2,102.22	\$2,094.43	\$2,193.20	\$14,555.01	\$24,119.00	\$9,563.99	40%
	Staff Training	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$125.00	\$317.00	\$192.00	61%
	Transportation/Mainlines	\$5.00	\$95.00	\$5.00	\$65.00	\$200.00	\$10.00	\$30.00	\$410.00	\$3,700.00	\$3,290.00	89%
	Utilities	\$2,000.84	\$1,704.08	\$1,199.89	\$1,850.07	\$1,923.35	\$1,824.83	\$2,018.53	\$12,521.59	\$25,866.00	\$13,344.41	52%
	Miscellaneous (Adminstr)	\$0.00	\$0.00	\$0.00	\$60.50	\$0.00	\$0.00	\$0.00	\$60.50	\$66.00	\$5.50	8%
	Neighborhood Watch	\$0.00	\$224.35	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,224.35	\$3,455.00	\$230.65	7%
	Office Supplies/Sm. Equipment	\$613.96	\$737.66	\$603.70	\$334.90	\$1,342.04	\$75.00	\$791.32	\$4,498.58	\$12,347.00	\$7,848.42	64%
	Operating Supplies Maint	\$587.70	\$73.84	\$1,320.52	\$440.34	\$91.42	\$1,578.44	\$1,222.67	\$5,314.93	\$6,637.00	\$1,322.07	20%
	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$85.00	\$440.13	\$0.00	\$0.00	\$525.13	\$2,826.00	\$2,300.87	81%
	Building	\$0.00	\$0.00	\$1,135.00	\$0.00	\$1,530.46	\$0.00	\$0.00	\$2,665.46	\$1,924.00	-\$741.46	-39%
	Project Clean-up/Waste Hauler	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,475.00	\$6,475.00	100%
	Capital Fund	\$6,959.68	\$5,989.00	\$3,851.96	\$0.00	\$0.00	\$1,875.00	\$2,336.82	\$21,012.46	\$250,000.00	\$228,987.54	92%
	Total	\$120,143.13	\$217,586.48	\$141,254.11	\$126,297.07	\$143,189.88	\$154,581.22	\$169,892.96	\$1,072,944.85	\$2,016,816.00	\$943,871.15	47%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	ASSESSOR											
	Assessor Division Salary	\$14,660.78	\$22,002.30	\$16,314.62	\$15,189.30	\$15,212.00	\$15,212.00	\$23,016.63	\$121,607.63	\$208,035.00	\$86,427.37	42%
	Assessor Division SS	\$1,018.86	\$1,556.04	\$1,145.35	\$1,059.28	\$1,064.26	\$1,064.26	\$1,611.57	\$8,519.62	\$15,914.00	\$7,394.38	46%
	Assessor Division IMRF	\$1,580.48	\$2,370.72	\$1,770.12	\$1,643.68	\$1,643.00	\$1,643.00	\$1,643.68	\$12,294.68	\$24,107.00	\$11,812.32	49%
	Health Insurance	\$9,927.61	\$9,927.61	\$9,927.61	\$9,927.61	\$9,477.37	\$9,477.37	\$9,227.96	\$67,893.14	\$134,068.00	\$66,174.86	49%
	Dental Insurance	\$143.70	\$143.70	\$143.70	\$143.70	\$152.33	-\$143.68	\$646.38	\$1,229.83	\$4,500.00	\$3,270.17	73%
	Life Insurance	\$19.35	\$19.35	\$19.35	\$19.35	\$19.35	\$0.00	\$53.37	\$150.12	\$500.00	\$349.88	70%
	Conferences Meetings	\$0.00	\$0.00	\$27.97	\$740.00	\$0.00	\$109.54	\$0.00	\$877.51	\$848.00	-\$29.51	-3%
	Cook Cty Assessor Tie-in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00	\$1,025.00	100%
	Dues-Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	\$200.00	\$50.00	25%
	Equipment Leasing-Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$318.47	\$0.00	\$318.47	\$1,200.00	\$881.53	73%
	Postage	\$209.99	\$15.76	\$1.62	\$63.29	\$172.07	\$148.00	\$122.10	\$732.83	\$400.00	-\$332.83	-83%
	Printing-Publishing	\$0.00	\$0.00	\$0.00	\$27.00	\$0.00	\$0.00	\$0.00	\$27.00	\$397.00	\$370.00	93%
	Sidwell Maps	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$707.00	\$707.00	100%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57.70	\$57.70	\$116.00	\$58.30	50%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00	100%
	Office Supplies/Sm Equipment	\$0.00	\$486.99	\$0.00	\$0.00	\$43.11	\$0.00	\$124.09	\$654.19	\$1,500.00	\$845.81	56%
	Total	\$27,560.77	\$36,522.47	\$29,350.34	\$28,813.21	\$27,933.49	\$27,828.96	\$36,503.48	\$214,512.72	\$394,718.00	\$180,205.28	46%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	MAINESTAY											
	MaineStay Salary	\$16,167.82	\$24,251.73	\$16,167.82	\$16,167.82	\$20,393.19	\$22,717.03	\$31,944.45	\$147,809.86	\$288,310.00	\$140,500.14	49%
	Social Security	\$1,183.42	\$1,798.27	\$1,183.42	\$1,183.42	\$1,508.37	\$1,688.23	\$2,296.26	\$10,841.39	\$22,737.00	\$11,895.61	52%
	IMRF	\$1,983.80	\$2,975.70	\$1,983.80	\$1,983.80	\$2,502.24	\$2,787.38	\$2,548.65	\$16,765.37	\$40,185.00	\$23,419.63	58%
	Administrative Div. Health Ins.	\$8,909.77	\$8,909.77	\$8,909.77	\$8,909.77	\$8,484.66	\$8,484.66	\$10,759.37	\$63,367.77	\$138,222.00	\$74,854.23	54%
	Life Ins.	\$42.56	\$25.80	\$25.80	\$25.80	\$25.80	\$0.00	\$83.02	\$228.78	\$309.00	\$80.22	26%
	Dental Ins.	\$122.03	\$122.03	\$122.03	\$122.03	\$129.35	-\$122.02	\$599.03	\$1,094.48	\$2,928.00	\$1,833.52	63%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$537.00	\$537.00	100%
	Consultation/Staff Training	\$0.00	\$0.00	\$98.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98.00	\$1,070.00	\$972.00	91%
	Special Programs	\$500.00	\$134.44	\$1,190.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,824.44	\$2,622.00	\$797.56	30%
	Dues-Subscriptions/Licensures	\$197.70	\$376.18	\$238.86	\$118.48	\$267.68	\$115.96	\$1,059.20	\$2,374.06	\$3,400.00	\$1,025.94	30%
	Print Management	\$220.20	\$220.20	\$0.00	\$220.20	\$0.00	\$130.00	\$0.00	\$790.60	\$2,642.00	\$1,851.40	70%
	Gen Ins Liability Ins Bond	\$0.00	\$0.00	\$803.00	\$0.00	\$0.00	\$0.00	\$0.00	\$803.00	\$959.00	\$156.00	16%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$359.60	\$359.60	\$359.60	\$3,158.80	\$6,240.00	\$3,081.20	49%
	Mileage-Travel-Lodging Exp	\$0.00	\$11.37	\$0.00	-\$103.95	\$0.00	\$0.00	\$185.25	\$92.67	\$1,000.00	\$907.33	91%
	Postage	\$29.07	\$3.57	\$5.81	\$6.32	\$6.32	\$7.41	\$11.00	\$69.50	\$96.00	\$26.50	28%
	Printing-Publishing	\$185.50	\$71.42	\$59.66	\$163.09	\$138.29	\$67.31	\$218.31	\$903.58	\$576.00	-\$327.58	-57%
	Community Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	100%
	Training Manual & Books	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	100%
	Miscellaneous	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$1.00	-\$29.00	-2900%
	Office Supplies/Sm Equipment	\$0.00	\$119.58	\$0.00	\$0.00	\$899.95	\$86.92	\$0.00	\$1,106.45	\$1,585.00	\$478.55	30%
	Youth Recreation Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00	\$500.90	\$775.90	\$3,000.00	\$2,224.10	74%
	Summer Youth Camp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Garage Sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Total	\$30,061.87	\$39,570.06	\$31,307.97	\$29,316.78	\$34,715.45	\$36,597.48	\$50,565.04	\$252,134.65	\$516,721.00	\$264,586.35	51%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	SENIOR											
	Senior Salary	\$22,222.14	\$33,333.21	\$22,222.14	\$22,222.14	\$25,888.81	\$22,888.82	\$34,365.64	\$183,142.90	\$288,627.00	\$105,484.10	37%
	Social Security	\$1,646.78	\$2,495.46	\$1,646.78	\$1,646.78	\$1,928.96	\$1,699.48	\$2,556.66	\$13,620.90	\$22,762.00	\$9,141.10	40%
	IMRF	\$2,726.66	\$4,089.99	\$2,726.66	\$2,726.66	\$3,176.56	\$2,808.46	\$2,812.44	\$21,067.43	\$40,229.00	\$19,161.57	48%
	Life Ins.	\$32.25	\$32.25	\$32.25	\$32.25	\$32.25	\$0.00	\$88.95	\$250.20	\$387.00	\$136.80	35%
	Dental Ins.	\$142.00	\$142.00	\$142.00	\$142.00	\$150.52	-\$141.98	\$661.31	\$1,237.85	\$3,407.00	\$2,169.15	64%
	Administrative Div. Health Ins.	\$9,517.70	\$9,517.70	\$9,517.70	\$9,517.70	\$9,097.13	\$9,097.13	\$8,899.97	\$65,165.03	\$108,821.00	\$43,655.97	40%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257.00	\$257.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,001.27	\$1,001.27	\$3,000.00	\$1,998.73	67%
	Print Management	\$245.20	\$245.20	\$0.00	\$245.20	\$0.00	\$130.00	\$0.00	\$865.60	\$2,942.00	\$2,076.40	71%
	Dues-Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00	100%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Postage	\$20.25	\$642.09	\$9.18	\$638.30	\$882.66	\$64.00	\$1,033.79	\$3,290.27	\$7,426.00	\$4,135.73	56%
	Printing-Publishing	\$0.00	\$615.00	\$0.00	\$1,371.82	\$0.00	\$0.00	\$1,910.00	\$3,896.82	\$6,209.00	\$2,312.18	37%
	Telecommunications	\$1.78	\$1.78	\$1.78	\$1.78	\$1.78	\$1.78	\$1.72	\$12.40	\$29.00	\$16.60	57%
	Office Supplies/Sm Equipment	\$0.00	\$395.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$395.98	\$1,900.00	\$1,504.02	79%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$359.50	\$359.60	\$359.60	\$3,158.70	\$6,240.00	\$3,081.30	49%
	(MaineStreamer Fees)	\$292.32	\$2,647.16	\$1,839.60	\$12,038.56	\$5,605.25	\$11,779.43	\$8,368.35	\$42,570.67	\$57,300.00	\$14,729.33	26%
	Total	\$37,074.76	\$52,030.66	\$36,818.49	\$39,064.63	\$41,518.17	\$36,907.29	\$53,691.35	\$297,105.35	\$492,411.00	\$195,305.65	40%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	CLERK											
	Clerk's Division Salary	\$7,272.10	\$10,813.10	\$6,700.84	\$6,694.29	\$7,940.20	\$7,718.20	\$11,547.30	\$58,686.03	\$95,467.00	\$36,780.97	39%
	Social Security	\$537.67	\$806.49	\$493.98	\$493.47	\$575.43	\$558.45	\$835.32	\$4,300.81	\$7,299.00	\$2,998.19	41%
	IMRF	\$892.29	\$1,326.76	\$822.20	\$821.39	\$974.26	\$12,025.88	\$895.48	\$17,758.26	\$13,100.00	-\$4,658.26	-36%
	Administrative Div. Health Ins.	\$2,767.29	\$2,767.29	\$2,767.29	\$2,767.29	\$2,485.97	\$8,010.31	\$5,110.04	\$26,675.48	\$32,454.00	\$5,778.52	18%
	Life Ins.	\$6.45	\$6.45	\$6.45	\$6.45	\$6.45	\$0.00	\$35.58	\$67.83	\$77.00	\$9.17	12%
	Dental Ins.	\$32.84	\$32.84	\$32.84	\$32.84	\$1.97	-\$65.68	\$295.44	\$363.09	\$788.00	\$424.91	54%
	Conferences-Meetings	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$1.00	-\$24.00	-2400%
	Dues-Subscriptions	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$280.00	\$313.00	\$33.00	11%
	Print Management	\$220.20	\$220.20	\$0.00	\$220.20	\$0.00	\$130.00	\$0.00	\$790.60	\$2,642.00	\$1,851.40	70%
	Mileage-Travel-Lodging Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00	\$27.00	100%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Honor Flight	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
	Computer Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$359.60	\$359.60	\$359.60	\$3,158.80	\$6,240.00	\$3,081.20	49%
	Hunting/Fishing License	\$37.00	\$0.00	\$190.50	\$0.00	\$50.50	\$67.00	\$86.00	\$431.00	\$0.00	-\$431.00	#DIV/0!
	Postage	\$851.14	\$796.83	\$722.91	\$834.40	\$1,229.46	\$955.04	\$637.76	\$6,027.54	\$6,000.00	-\$27.54	0%
	Printing-Publishing	\$0.00	\$38.98	\$0.00	\$220.96	\$0.00	\$0.00	\$0.00	\$259.94	\$1,234.00	\$974.06	79%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.00	\$21.00	100%
	Office Supplies/Sm Equipment	\$428.50	\$87.87	\$48.27	\$66.72	\$0.00	\$17.38	\$0.00	\$648.74	\$600.00	-\$48.74	-8%
	Total	\$13,595.48	\$17,441.81	\$12,305.28	\$12,678.01	\$13,623.84	\$29,776.18	\$20,052.52	\$119,473.12	\$167,264.00	\$47,790.88	29%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	OEM											
	Emergency Mgmt Salary	\$350.52	\$560.07	\$308.61	\$278.13	\$365.75	\$259.05	\$62.80	\$2,184.93	\$3,959.00	\$1,774.07	45%
	OEM Social Security	\$26.82	\$42.87	\$23.60	\$21.23	\$27.94	\$19.78	\$4.78	\$167.02	\$312.00	\$144.98	46%
	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	100%
	Conferences-Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Special Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Special Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Dues-Subscriptions	\$0.00	\$0.00	\$305.00	\$0.00	\$0.00	\$0.00	\$0.00	\$305.00	\$305.00	\$0.00	0%
	Volunteer Insurance	\$0.00	\$641.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$641.80	\$723.00	\$81.20	11%
	Utilities	\$142.48	\$459.42	\$98.28	\$178.67	\$134.75	\$150.83	\$181.49	\$1,345.92	\$3,772.00	\$2,426.08	64%
	Telecommunications	\$145.61	\$0.00	\$200.00	\$202.05	\$232.73	\$0.00	\$0.00	\$780.39	\$2,042.00	\$1,261.61	62%
	Staff Training	\$0.00	\$443.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$443.00	\$1.00	-\$442.00	-44200%
	Office Supplies/Sm Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$233.00	\$233.00	100%
	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Disaster Operations Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
	Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00	100%
	Vehicle Expense	\$333.49	\$0.00	\$0.00	\$626.98	\$3,500.72	\$0.00	\$0.00	\$4,461.19	\$2,146.00	-\$2,315.19	-108%
	Total	\$998.92	\$2,147.16	\$935.49	\$1,307.06	\$4,261.89	\$429.66	\$249.07	\$10,329.25	\$15,394.00	\$5,064.75	33%

MAINE TOWNSHIP GENERAL TOWN FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	Mental Health/Comm Serv.	\$7,256	\$36,114	\$33,722	\$29,198	\$39,211	\$44,704	\$34,082	\$224,287	\$440,025	\$215,738	49%
	Total Operating Exp	\$236,691	\$401,413	\$285,694	\$266,675	\$265,243	\$286,121	\$330,954	\$2,190,787	\$4,043,349	\$1,852,562	46%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
REVENUE												
	Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	SS Reimbursement	\$8,080.69	\$0.00	\$0.00	\$1,717.56	\$0.00	\$0.00	\$0.00	\$9,798.25	\$15,000.00	\$5,201.75	35%
	Interest Income	\$81.31	\$73.93	\$64.92	\$72.35	\$65.77	\$67.31	\$61.70	\$487.29	\$4,393.00	\$3,905.71	89%
	Energy Assistance Revenue	\$4,581.00	\$0.00	\$3,857.00	\$12.00	\$1,030.00	\$1,019.00	\$264.00	\$10,763.00	\$18,000.00	\$7,237.00	40%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	TOTAL REVENUES	\$12,743.00	\$73.93	\$3,921.92	\$1,801.91	\$1,095.77	\$1,086.31	\$325.70	\$21,048.54	\$37,394.00	\$16,345.46	44%
EXPENSES												
EXPENSES-ADMINISTRATIVE												
	Gross Pay Account	\$19,866.86	\$29,800.29	\$19,866.86	\$19,866.86	\$23,144.14	\$20,462.12	\$30,693.18	\$163,700.31	\$258,805.00	\$95,104.69	37%
	IDES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Social Security	\$1,471.06	\$2,229.67	\$1,471.06	\$1,471.06	\$1,723.13	\$1,517.96	\$2,276.94	\$12,160.88	\$20,350.00	\$8,189.12	40%
	IMRF	\$3,656.49	\$3,656.49	\$2,437.66	\$2,437.66	\$2,839.78	\$2,510.70	\$2,510.70	\$20,049.48	\$35,965.00	\$15,915.52	44%
	Administrative Div. Health Ins.	\$8,332.30	\$8,332.30	\$8,332.30	\$8,332.30	\$7,998.67	\$7,998.67	\$7,788.16	\$57,114.70	\$96,061.00	\$38,946.30	41%
	Life Insurance	\$32.25	\$32.25	\$32.25	\$32.25	\$32.25	\$0.00	\$88.95	\$250.20	\$387.00	\$136.80	35%
	Dental Insurance	\$141.55	\$141.55	\$141.55	\$141.55	\$150.05	-\$141.52	\$636.69	\$1,211.42	\$3,398.00	\$2,186.58	64%
	Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Accounting Services	\$451.40	\$638.35	\$454.90	\$454.90	\$481.06	\$2,024.06	\$464.06	\$4,968.73	\$5,822.00	\$853.27	15%
	Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89.00	\$89.00	100%
	Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Print Management	\$370.20	\$370.20	\$370.20	\$370.20	\$370.20	\$130.00	\$0.00	\$1,981.00	\$4,442.00	\$2,461.00	55%
	General Insurance-Liab-Bond	\$0.00	\$6,966.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,966.80	\$6,979.00	\$12.20	0%
	Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Mileage-Travel-Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$602.00	\$602.00	100%
	Postage	\$157.87	\$172.83	\$120.86	\$145.35	\$148.82	\$131.94	\$169.09	\$1,046.76	\$1,500.00	\$453.24	30%
	Printing Publishing	\$0.00	\$0.00	\$0.00	\$362.82	\$0.00	\$0.00	\$191.00	\$553.82	\$1,500.00	\$946.18	63%
	Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	100%
	Hearing Officer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.04	\$22.04	\$1.00	-\$21.04	-2104%
	Office Supplies	\$0.00	\$0.00	\$486.68	\$0.00	\$0.00	\$0.00	\$0.00	\$486.68	\$1,514.00	\$1,027.32	68%
	Computer Software Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,350.00	\$0.00	\$2,350.00	\$2,350.00	\$0.00	0%
	Comp Tech Support	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00	\$359.60	\$359.60	\$3,319.20	\$6,240.00	\$2,920.80	47%
	Total	\$34,999.98	\$52,860.73	\$34,234.32	\$34,134.95	\$37,408.10	\$37,343.53	\$45,200.41	\$276,182.02	\$446,160.00	\$169,977.98	38%

MAINE TOWNSHIP GENERAL ASSISTANCE FUND

42%	of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
	EXPENSES-ASSISTANCE											
	Emergency Assist Program	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	\$1,295.00	\$995.00	77%
	Prescription Drugs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	100%
	Dental Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Medical Services	\$0.00	\$59.97	\$0.00	\$0.00	\$0.00	\$0.00	\$108.00	\$167.97	\$414.00	\$246.03	59%
	Funeral & Burial Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	100%
	Client Utilities	\$725.00	\$372.12	\$723.38	\$677.56	\$541.50	\$540.86	\$297.50	\$3,877.92	\$11,650.00	\$7,772.08	67%
	Shelter-Rent	\$6,566.01	\$4,816.01	\$5,516.01	\$3,916.01	\$6,225.69	\$4,454.27	\$5,854.27	\$37,348.27	\$77,966.00	\$40,617.73	52%
	Ambulance Paramedic	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Food/Pers essentials	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$22,500.00	\$54,000.00	\$31,500.00	58%
	Transport/Clothing	\$1,760.00	\$1,440.00	\$1,600.00	\$1,280.00	\$1,840.00	\$1,680.00	\$1,680.00	\$11,280.00	\$26,152.00	\$14,872.00	57%
	Transient	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$1.00	100%
	Catastro. Med. Insurance	\$0.00	\$5,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,100.00	\$5,100.00	\$0.00	0%
	Total	\$16,551.01	\$11,788.10	\$7,839.39	\$13,373.57	\$8,907.19	\$6,675.13	\$15,439.77	\$80,574.16	\$178,280.00	\$97,705.84	55%
	TOTAL OPERATING EXPENSES	\$51,550.99	\$64,648.83	\$42,073.71	\$47,508.52	\$46,315.29	\$44,018.66	\$60,640.18	\$356,756.18	\$624,440.00	\$267,683.82	43%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

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

REVENUE

Property Tax	\$686,565.94	\$98,346.70	\$133,320.03	\$0.00	\$0.00	\$0.00	\$402,015.73	\$1,320,248.40	\$1,980,312	\$660,063.60	33%
Other Income	\$5,194.51	\$400.00	\$4,696.33	\$50.00	\$741.12	\$350.00	\$4,421.38	\$15,853.34	\$50,585.00	\$34,731.66	69%
Interest Income	\$177.71	\$154.74	\$147.74	\$173.58	\$153.42	\$180.66	\$185.57	\$1,173.42	\$4,289.00	\$3,115.58	73%
Permit Fees	\$0.00	\$0.00	\$7,085.75	\$625.00	\$625.00	\$0.00	\$2,087.50	\$10,423.25	\$6,802.00	-\$3,621.25	-53%
Persnl Prop Replacement Tx	\$4,889.95	\$0.00	\$52,294.25	\$0.00	\$0.00	\$21,456.74	\$2,728.60	\$81,369.54	\$79,312.00	-\$2,057.54	-3%
TOTAL REVENUES	\$696,828.11	\$98,901.44	\$197,544.10	\$848.58	\$1,519.54	\$21,987.40	\$411,438.78	\$1,429,067.95	\$2,121,300.00	\$692,232.05	33%

EXPENSES

GENERAL ROAD FUND-ADMINISTRATIVE

Admin Salary Expense	\$5,088.16	\$7,632.24	\$5,851.36	\$5,342.56	\$5,486.56	\$5,342.56	\$8,013.84	\$42,757.28	\$74,960.00	\$32,202.72	43%
Health Insurance	\$7,110.26	\$7,110.26	\$9,610.26	\$14,594.78	\$6,764.22	\$7,390.90	\$6,891.29	\$59,471.97	\$120,000.00	\$60,528.03	50%
Life Insurance	\$59.33	\$34.19	\$34.19	\$34.19	\$34.19	\$0.00	\$88.95	\$285.04	\$750.00	\$464.96	62%
Dental Insurance	\$122.95	\$122.95	\$122.95	\$122.95	\$130.32	-\$122.94	\$553.05	\$1,052.23	\$2,000.00	\$947.77	47%
Alcohol & Drug Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00	\$540.00	100%
Payroll Service	\$338.70	\$532.75	\$349.10	\$366.50	\$398.46	\$370.76	\$349.36	\$2,705.63	\$4,577.00	\$1,871.37	41%
Accounting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00	\$200.00	\$4,400.00	\$1,000.00	-\$3,400.00	-340%
Conferences Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	100%
Dues Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	100%
Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00	\$0.00	\$102.50	\$1,127.50	\$3,000.00	\$1,872.50	62%
Mileage Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	100%
Municipal Replacement Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,726.00	\$39,726.00	100%
Postage	\$0.00	\$9.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.65	\$175.00	\$165.35	94%
Printing Publishing	\$0.00	\$1,323.50	\$1,323.50	\$170.00	\$354.35	\$1,590.76	\$0.00	\$4,762.11	\$3,000.00	-\$1,762.11	-59%
Telephone	\$444.84	\$418.41	\$538.40	\$364.49	\$464.06	\$449.62	\$444.35	\$3,124.17	\$6,000.00	\$2,875.83	48%
Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$448.35	\$0.00	\$448.35	\$400.00	-\$48.35	-12%
Miscellaneous	\$0.00	\$80.59	\$0.00	\$0.00	\$1.35	\$0.00	\$0.00	\$81.94	\$300.00	\$218.06	73%
Office Supplies	\$301.65	\$0.00	\$0.00	\$278.59	\$112.02	\$0.00	\$135.17	\$827.43	\$1,500.00	\$672.57	45%
Office Equipment	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$3,000.00	\$2,975.00	99%
Total	\$13,465.89	\$17,289.54	\$17,829.76	\$21,274.06	\$14,770.53	\$19,670.01	\$16,778.51	\$121,078.30	\$261,478.00	\$140,399.70	54%

GENERAL ROAD FUND-MAINTENANCE

Maint Salary Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130,000.00	\$130,000.00	100%
Miscellaneous-Uniforms	\$0.00	\$0.00	\$1,515.74	\$152.96	\$1,297.69	\$171.84	\$147.55	\$3,285.78	\$3,000.00	-\$285.78	-10%
Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$2,328.02	\$0.00	\$0.00	\$2,328.02	\$3,000.00	\$671.98	22%
Equipment Leasing Maint	\$500.00	\$2,785.50	\$3,463.82	\$6,001.81	\$5,675.06	\$1,656.54	\$2,722.17	\$22,804.90	\$70,000.00	\$47,195.10	67%
Landfill Charges - GRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	100%
Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$4,000.00	\$3,800.00	95%
Street Lighting	\$0.00	\$8,874.49	\$392.15	\$4,467.61	\$4,448.77	\$4,858.19	\$4,586.50	\$27,627.71	\$65,000.00	\$37,372.29	57%
Tree Removal & Spraying	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00	\$0.00	\$0.00	\$70.00	\$14,000.00	\$13,930.00	100%
Utilities	\$341.25	\$831.98	\$681.22	\$535.09	\$529.64	\$483.45	\$926.54	\$4,329.17	\$9,000.00	\$4,670.83	52%
Tree Replacement Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Gasoline Oil	\$0.00	\$1,045.47	\$1,412.37	\$1,791.20	\$2,600.31	\$2,017.46	\$1,860.88	\$10,727.69	\$22,000.00	\$11,272.31	51%

MAINE TOWNSHIP ROAD AND BRIDGE FUND

42% of the year remaining	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD INCOME	BUDGET	BALANCE	% Left
Building & Oper Sup Matl	\$0.00	\$670.69	\$0.00	\$1,208.32	\$1,587.92	\$1,561.91	\$1,026.98	\$6,055.82	\$7,000.00	\$944.18	13%
Maint Equip & Small Tools	\$48.34	\$266.34	\$107.66	\$685.12	\$0.00	\$87.94	\$1,573.08	\$2,768.48	\$7,200.00	\$4,431.52	62%
Supplies (Equipment)	\$0.00	\$119.99	\$507.45	-\$549.64	\$691.92	\$0.00	\$49.99	\$819.71	\$18,000.00	\$17,180.29	95%
Supplies Roads GRF	\$360.50	\$0.00	\$0.00	\$2,528.00	\$0.00	\$0.00	\$0.00	\$2,888.50	\$4,000.00	\$1,111.50	28%
Supplies Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$9,452.17	\$0.00	\$0.00	\$9,452.17	\$70,000.00	\$60,547.83	86%
Total	\$1,250.09	\$14,594.46	\$8,080.41	\$16,890.47	\$28,611.50	\$10,837.33	\$13,093.69	\$93,357.95	\$427,700.00	\$334,342.05	78%

PERMANENT ROAD FUND

Labor On Roads	\$32,473.96	\$38,325.42	\$30,139.19	\$28,828.81	\$31,107.65	\$30,582.70	\$40,695.07	\$232,152.80	\$335,000.00	\$102,847.20	31%
Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$6,000.00	\$5,000.00	83%
Engineering Services	\$0.00	\$560.00	\$840.00	\$6,728.73	\$1,830.00	\$1,890.00	\$3,030.74	\$14,879.47	\$20,000.00	\$5,120.53	26%
Landfill Charges - PRF	\$0.00	\$389.94	\$0.00	\$2,365.10	\$375.44	\$786.40	\$641.16	\$4,558.04	\$8,000.00	\$3,441.96	43%
Project Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	100%
Maintenance Roads	\$0.00	\$0.00	\$0.00	\$0.00	\$6,730.00	\$140.00	\$280.00	\$7,150.00	\$425,000.00	\$417,850.00	98%
Supplies / Roads PRF	\$0.00	\$510.36	\$5,296.35	\$4,524.33	\$2,861.79	\$971.26	\$265.95	\$14,430.04	\$30,000.00	\$15,569.96	52%
Total	\$32,473.96	\$39,785.72	\$36,275.54	\$42,446.97	\$43,904.88	\$34,370.36	\$44,912.92	\$274,170.35	\$827,000.00	\$552,829.65	67%

EQUIPMENT & BUILDING FUND

Equipment	\$143.28	\$0.00	\$0.00	\$1,192.21	\$1,403.79	\$1,606.25	\$509.00	\$4,854.53	\$150,000.00	\$145,145.47	97%
Building	\$0.00	\$548.92	\$893.05	\$95.52	\$1,465.52	\$0.00	\$0.00	\$3,003.01	\$13,000.00	\$9,996.99	77%
Storage Building	\$0.00	\$1,896.36	\$1,625.00	\$1,625.00	\$1,625.00	\$1,625.00	\$1,625.00	\$10,021.36	\$22,000.00	\$11,978.64	54%
Total	\$143.28	\$2,445.28	\$2,518.05	\$2,912.73	\$4,494.31	\$3,231.25	\$2,134.00	\$17,878.90	\$185,000.00	\$167,121.10	90%

SOCIAL SECURITY FUND

Social Security	\$2,833.51	\$3,475.78	\$2,713.30	\$2,574.12	\$2,684.51	\$2,709.84	\$3,668.55	\$20,659.61	\$40,000.00	\$19,340.39	48%
Total	\$2,833.51	\$3,475.78	\$2,713.30	\$2,574.12	\$2,684.51	\$2,709.84	\$3,668.55	\$20,659.61	\$40,000.00	\$19,340.39	48%

INSURANCE FUND

Workmans Compensation	\$0.00	\$18,797.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,797.00	\$20,000.00	\$1,203.00	6%
Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$535.00	100%
Gen Ins Liability Ins Bond	\$0.00	\$37,540.00		\$0.00	\$0.00	\$0.00	\$0.00	\$37,540.00	\$38,019.00	\$479.00	1%
Total	\$0.00	\$56,337.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,337.00	\$58,554.00	\$2,217.00	4%

IL MUNICIPAL RETIREMENT FUND

IMRF	\$4,608.87	\$5,548.20	\$4,032.42	\$3,677.98	\$3,771.54	\$3,995.93	\$3,874.41	\$29,509.35	\$64,000.00	\$34,490.65	54%
IMRF Employer ERI Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100%
Total	\$4,608.87	\$5,548.20	\$4,032.42	\$3,677.98	\$3,771.54	\$3,995.93	\$3,874.41	\$29,509.35	\$65,000.00	\$35,490.65	55%

TOTAL OPERATING EXPENSES	\$54,775.60	\$139,475.98	\$71,449.48	\$89,776.33	\$98,237.27	\$74,814.72	\$84,462.08	\$612,991.46	\$1,864,732.00	\$1,251,740.54	67%
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MOTION TO APPROVE PAYROLL FOR PAYDATES OF OCTOBER 1, 2021
AND OCTOBER 15, 2021 AND ROAD DISTRICT CHECKS #22076 THROUGH
CHECK #22112 IN THE AMOUNT OF \$223,677.72.

Maine Township Road & Bridge Fund
OCTOBER 2021

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
22074V	Sept 28	VOID	Void	(42.76)
22075V	Sept 28	VOID	Void	(448.35)
22076	Sept 28	Metro Federal Credit Union	Telephone & Communication	43.44
Wire	Oct 1	Federal Electronic Payroll System	Federal Taxes	4,485.01
Wire	Oct 1	Illinois Department of Revenue	State Taxes	763.06
S/C	Oct 1	Paychex	Service Fee	180.03
Dir.Deposit	Oct 1	Richard A Brandes	Payroll Check	2,175.68
Dir.Deposit	Oct 1	Peter Douvalakis	Payroll Check	3,361.58
Dir.Deposit	Oct 1	Dawne Scheel Hayman	Payroll Check	1,617.32
Dir.Deposit	Oct 1	Peter A Jimenez	Payroll Check	1,795.25
Dir.Deposit	Oct 1	Justin E Mac Intyre	Payroll Check	2,099.70
Dir.Deposit	Oct 1	Dorothy D. Moran	Payroll Check	83.91
22077	Oct 1	Blue Cross Blue Shield	Health Insurance	7,450.10
22078	Oct 1	Principal Life Ins. Co.	Dental Ins.	384.97
22079	Oct 1	VSP Of Illinois, NFP	VSP Voluntary Vision Insurance	7.07
22080	Oct 4	Comed - Traffic Signals	Traffic Signals	50.91
22081	Oct 6	Security Benefit	Deferred Comp Contributions 10/1/2021	425.00
Dir.Deposit	Oct 6	IMRF	Illinois Municipal Retirement Fund	6,284.33
Wire	Oct 15	Federal Electronic Payroll System	Federal Taxes	3,766.54
Wire	Oct 15	Illinois Department of Revenue	State Taxes	666.70
S/C	Oct 15	Paychex	Service Fee	180.03
Dir.Deposit	Oct 15	Richard A Brandes	Payroll Check	2,010.95
Dir.Deposit	Oct 15	Peter Douvalakis	Payroll Check	2,457.93
Dir.Deposit	Oct 15	Dawne Scheel Hayman	Payroll Check	1,617.32
Dir.Deposit	Oct 15	Peter A Jimenez	Payroll Check	1,768.26
Dir.Deposit	Oct 15	Justin E Mac Intyre	Payroll Check	1,985.66
Dir.Deposit	Oct 15	Dorothy D. Moran	Payroll Check	83.91
22082	Oct 15	AT&T	Telephone & Communication	62.82
22083	Oct 15	Comed - Garage	Service at Garage	336.16
22084	Oct 15	Flood Brothers Disposal	Landfill Roll-Off Pick Up	577.86
22085	Oct 15	Verizon Wireless	Telephone & Communication	212.11
22086	Oct 26	Ancel Glink P.C.	Legal Services	153.75
22087	Oct 26	Brandes Richard	Telephone & Communication	25.00
22088	Oct 26	Builder's Asphalt, LLC	Supplies-Roads	406.00
22089	Oct 26	Conserv FS, Inc.	Gasoline & Oil	2,565.97
22090	Oct 26	Damiano Diesel Servicece	Repairs 2009 Intl & Vehicle #19	5,895.22
22091	Oct 26	Des Plaines Material & Supply	Supplies for Right of Way Restoration	708.00
22092	Oct 26	Diamond Paint CO	Paint for Curb Re-Painting	33.85
22093	Oct 26	Domestic Uniform Rental	Uniforms	95.52
22094	Oct 26	Douvalakis Peter	Business Use of Personal Phone	50.00
22095	Oct 26	Grainger Inc.	Building Operating Supplies	18.18
22096	Oct 26	Capital One Trade Credit	Shop Supplies	322.92
22097	Oct 26	Jimenez Peter	Telephone & Communication	25.00

22098	Oct 26	Journal & Topics News	Seasonal Winter Employee Ed	167.00
22099	Oct 26	Macmunis Ins. AAF Com Ed	Offsite Storage	1,625.00
22100	Oct 26	Macintyre Justin	Telephone & Communication	25.00
22101	Oct 26	Maine Township - Town Fund	MTH Portion-Mainely News	110.00
22102	Oct 26	Merto Federal Credit Union	Telephone & Communication	16.95
22103	Oct 26	Red Wing BSNS Advantage Acct.	Uniforms PD Boots	229.73
22104	Oct 26	Russo's Power Equipment, Inc.	Supplies, Roads	358.19
22105	Oct 26	Schroeder & Schroeder Inc.	Maintenance of Roads (Projects)	156,648.35
22106	Oct 26	Signs & More Inc.	New Truck Lettering	760.00
22107	Oct 26	Spaceco, Inc.	Engineering Review	4,650.00
22108	Oct 26	The Mulch Center	Maintenance of Roads	560.00
22109	Oct 26	Township Officials Of IL	2022 Drug Testing	380.00
22110	Oct 26	Traffic Control & Protection	Equipment	320.25
22111	Oct 26	Tredroc Tire Services LLC	Equipment Maintenance	916.64
22112	Oct 26	Uline	Supplies - Roads	168.70

\$ 223,677.72

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of October 1, 2021 and October 15, 2021 and Road District Checks #22076 through Checks #22112 and authorize the Supervisor to issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 26TH DAY OF OCTOBER, 2021.

Supervisor

Attest:

Clerk

Trustees

MOTION TO APPROVE PAYROLL FOR PAYDATES OF OCTOBER 1, 2021
AND OCTOBER 15, 2021 AND GENERAL TOWN FUND CHECKS #59003
THROUGH CHECK #59063 IN THE AMOUNT OF \$269,843.48.

Maine Township General Town Fund
OCTOBER 2021

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
58982V	Sep 29	VOID - Twp Clerks of Illinois	Void	(250.00)
59003	Oct 1	Blue Cross Blue Shield	October Health Insurance	56,349.61
59004	Oct 1	Principal Life Ins. Co.	Life, Dental & AD&D	1,951.90
59005V	Oct 1	VOID	Void	-
59006	Oct 1	VSP of Illinois, NFP	VSP Voluntary Vision Insurance	120.69
59007	Oct 1	NCPERS Group Life Ins.	IMRF Voluntary Life Insurance	80.00
59008	Oct 1	AFLAC	Aflac	34.08
Wire	Oct 1	Federal Electronic Payroll System	Federal Taxes	14,474.49
Wire	Oct 1	Illinois Department of Revenue	State Taxes	2,894.39
S/C	Oct 1	Paychex	Service Fee	368.43
3529	Oct 1	Susan Moylan Krey	Payroll	896.36
Dir.Deposit	Oct 1	Karen Dimond	Payroll	969.77
Dir.Deposit	Oct 1	Peter W. Gialamas	Payroll	77.72
Dir.Deposit	Oct 1	Edward Beauvais	Payroll	3,602.30
Dir.Deposit	Oct 1	Kimberly Jones	Payroll	387.50
Dir.Deposit	Oct 1	Asif Malik	Payroll	415.15
Dir.Deposit	Oct 1	James Maher	Payroll	400.57
Dir.Deposit	Oct 1	Kelly Maron Horvath	Payroll	438.66
Dir.Deposit	Oct 1	Carol A. Langan	Payroll	1,396.80
Dir.Deposit	Oct 1	Dayna E. Berman	Payroll	2,781.36
Dir.Deposit	Oct 1	Doriene K. Prorak	Payroll	1,480.62
Dir.Deposit	Oct 1	Dorothy D. Moran	Payroll	476.67
Dir.Deposit	Oct 1	Jessica M. Fox	Payroll	776.00
Dir.Deposit	Oct 1	Marty Cook	Payroll	691.19
Dir.Deposit	Oct 1	Michael A. Samaan	Payroll	1,488.82
Dir.Deposit	Oct 1	Nader A. Ghazaleh Sr.	Payroll	1,135.02
Dir.Deposit	Oct 1	Nicholas W. Kanehl	Payroll	931.31
Dir.Deposit	Oct 1	Robert M. Carrozza	Payroll	120.81
Dir.Deposit	Oct 1	Ronald R. Bartsch	Payroll	206.70
Dir.Deposit	Oct 1	Stephen T. Basista	Payroll	345.59
Dir.Deposit	Oct 1	Victoria K Rizzo	Payroll	1,758.55
Dir.Deposit	Oct 1	Kelly Stonitsch	Payroll	920.93
Dir.Deposit	Oct 1	Cathleen Ryder	Payroll	463.01
Dir.Deposit	Oct 1	Debra A. Babich	Payroll	1,441.36
Dir.Deposit	Oct 1	Elizabeth J. Coy	Payroll	1,223.49
Dir.Deposit	Oct 1	Faris E. Dababneh	Payroll	1,023.19
Dir.Deposit	Oct 1	Mary Dolores Phillips	Payroll	653.54
Dir.Deposit	Oct 1	Branka Mackic-Aleksic	Payroll	1,088.52
Dir.Deposit	Oct 1	Lauren Crisostomo	Payroll	2,107.77
Dir.Deposit	Oct 1	Naomi J. Bowman	Payroll	1,363.36
Dir.Deposit	Oct 1	Richard D. Lyon	Payroll	2,039.23
Dir.Deposit	Oct 1	Logan Brown	Payroll	1,058.26

Dir.Deposit	Oct 1	Karen A. Cohen	Payroll	1,245.63
Dir.Deposit	Oct 1	Marie C. Dachniwsky	Payroll	1,525.60
Dir.Deposit	Oct 1	Monika Jaroszewicz	Payroll	1,379.98
Dir.Deposit	Oct 1	Oksana T. Bukaczyk	Payroll	1,183.40
Dir.Deposit	Oct 1	Therese A. Tully	Payroll	1,569.73
Dir.Deposit	Oct 1	Wieslawa Tytko	Payroll	1,704.78
Dir.Deposit	Oct 1	Eva Magnowski	Payroll	743.79
Dir.Deposit	Oct 1	Banutharakeswar Sivasubramani	Payroll	488.36
59009	Oct 4	Comcast	Internet, Voice Lines, Equipm. 9/19-10/18	335.91
59010	Oct 4	Nicor Gas	Commercial Heat 8/11-9/9	139.81
Wire	Oct 5	Paychex Time Attendance Fee	Payroll Administration Fee	326.25
Wire	Oct 5	Paychex Time Attendance Fee	Payroll Administration Fee	275.80
Wire	Oct 6	IMRF	Illinois Municipal Retirement Fund	22,828.60
59011	Oct 6	Security Benefit	Deferred Comp Contributions 10/1	820.00
59012	Oct 7	Pulse/Office Equipment Leasing Co.	Print Management	650.00
59013	Oct 7	Ontap Company	Water Cooler Rental	156.00
Wire	Oct 15	Federal Electronic Payroll System	Federal Taxes	12,765.38
Wire	Oct 15	Illinois Department of Revenue	State Taxes	2,516.42
S/C	Oct 15	Paychex	Service Fee	338.08
3530	Oct 15	Susan Moylan Krey	Payroll	896.36
Dir.Deposit	Oct 15	Karen Dimond	Payroll	969.77
Dir.Deposit	Oct 15	Peter W. Gialamas	Payroll	77.72
Dir.Deposit	Oct 15	Carol A. Langan	Payroll	1,396.80
Dir.Deposit	Oct 15	Dayna E. Berman	Payroll	2,781.36
Dir.Deposit	Oct 15	Doriene K. Prorak	Payroll	1,480.62
Dir.Deposit	Oct 15	Dorothy D. Moran	Payroll	476.67
Dir.Deposit	Oct 15	Jessica M. Fox	Payroll	932.63
Dir.Deposit	Oct 15	Marty Cook	Payroll	691.19
Dir.Deposit	Oct 15	Michael A. Samaan	Payroll	1,488.82
Dir.Deposit	Oct 15	Nader A. Ghazaleh Sr.	Payroll	1,135.02
Dir.Deposit	Oct 15	Nicholas W. Kanehl	Payroll	931.31
Dir.Deposit	Oct 15	Robert M. Carrozza	Payroll	116.33
Dir.Deposit	Oct 15	Ronald R. Bartsch	Payroll	170.65
Dir.Deposit	Oct 15	Stephen T. Basista	Payroll	345.59
Dir.Deposit	Oct 15	Victoria K. Rizzo	Payroll	1,758.55
Dir.Deposit	Oct 15	Kelly Stonitsch	Payroll	1,140.11
Dir.Deposit	Oct 15	Cathleen Ryder	Payroll	463.01
Dir.Deposit	Oct 15	Debra A. Babich	Payroll	1,441.36
Dir.Deposit	Oct 15	Elizabeth J. Coy	Payroll	1,223.49
Dir.Deposit	Oct 15	Faris E. Dababneh	Payroll	1,023.19
Dir.Deposit	Oct 15	Mary Dolores Phillips	Payroll	653.54
Dir.Deposit	Oct 15	Branka Mackic-Aleksic	Payroll	1,088.52
Dir.Deposit	Oct 15	Naomi J. Bowman	Payroll	1,363.36
Dir.Deposit	Oct 15	Richard D. Lyon	Payroll	2,039.23
Dir.Deposit	Oct 15	Logan Brown	Payroll	1,058.26
Dir.Deposit	Oct 15	Karen A. Cohen	Payroll	1,245.63
Dir.Deposit	Oct 15	Marie C. Dachniwsky	Payroll	1,525.65

Dir.Deposit	Oct 15	Monika Jaroszewicz	Payroll	1,379.98
Dir.Deposit	Oct 15	Oksana T. Bukaczyk	Payroll	1,183.40
Dir.Deposit	Oct 15	Therese A. Tully	Payroll	1,569.68
Dir.Deposit	Oct 15	Wieslawa Tytko	Payroll	1,704.78
Dir.Deposit	Oct 15	Eva Magnowski	Payroll	772.75
Dir.Deposit	Oct 15	Banutharakeswar Sivasubramani	Payroll	488.36
59014	Oct 15	Access One, Inc.	Pot Lines 10/1-10/31	195.61
59015	Oct 15	Comcast Business	Business Voice Edge Phone 10/1-10/31	1,450.74
59016	Oct 15	Comed	OEM Service 9/2-10/4	95.93
59017	Oct 19	Verizon Wireless-Admin	Telecommunications 10/2-11/1	171.76
59018	Oct 26	Ancel Glink P.C.	Legal Services	2,205.00
59019	Oct 26	Aqua Illinois, Inc.	Water & Sewer Service 8/24-9/23	209.62
59020	Oct 26	Avenues to Independence	Grant Payment 7	4,017.00
59021	Oct 26	Bond, Dickson & Associate, P.C.	IMRF Legal Fees	1,554.00
59022	Oct 26	Brown, Logan Allen	Mileage Reimbursement	23.24
59023	Oct 26	The Center of Concern	Grant Payment 7	3,616.00
59024	Oct 26	Children's Advocacy Center	Grant Payment 2	1,105.00
59025	Oct 26	Comed	Electric Service to Town Hall 9/7-10/6	1,330.17
59026	Oct 26	Cook County Sheriff's	August 2021 Officer & Vehicle Usage	3,800.00
59027	Oct 26	Coy, Elizabeth	Mileage and Toll Reimbursement	77.76
59028	Oct 26	District 63 Education	Grant Payment 7 & 8	2,166.00
59029	Oct 26	Evans, Marshall and Pease, PC	Bookkeeping & Accounting Services	2,625.00
59030	Oct 26	Fox Valley Fire & Safey, Inc.	Fire Alarm System Service & Lease	1,186.00
59031	Oct 26	Garvey's Office Products	Office Supplies	963.43
59032	Oct 26	Glenkirk	Grant Payment 2	1,425.00
59033	Oct 26	Goddard, Leslie	Seniors - Payment for Zoom Program	250.00
59034	Oct 26	Graphic Solutions, Inc.	Design Layout of Mainely News	1,145.00
59035	Oct 26	The Josselyn Center	Grant Payment 7	8,766.00
59036	Oct 26	LRS Holdings LLC dba Pitstop	Portable Toilets for BMU Food Drive	600.00
59037	Oct 26	Liberty Mutual Insurance	Notary Bond, Banu Siva	50.00
59038	Oct 26	Life Span	Grant Payment 4	1,266.00
59039	Oct 26	Mackic-Aleksic, Branka	Mileage Reimbursement	11.20
59040	Oct 26	Maryville Academy dba Family	Grant Payment 4	1,500.00
59041	Oct 26	Moran, Dorothy	Mileage Reimbursement	28.20
59042	Oct 26	Quadient Finance USA, Inc.	Postage 9/7-10/3	2,721.10
59043	Oct 26	NJ Castillo Landscaping	Monthly Landscaping	1,350.00
59044	Oct 26	NW Suburban Day Care Ctr.	Grant Payment 8	3,883.00
59045	Oct 26	Noventech, Inc.	Assessor, Connection to CC Assessor	451.25
59046	Oct 26	Otis Elevator Company	Pressure Relief Valve Testing	415.00
59047	Oct 26	Park Ridge Stationers	Admin Office Supplies	698.34
59048	Oct 26	Resources for Comm Living	Grant Payment 2	475.00
59049	Oct 26	Secretary of State	Notary, Banu Siva	10.00
59050	Oct 26	Shred First, Inc.	Shredding of Additional Documents	280.00
59051	Oct 26	Turning Point Behavioral	Grant Payment 7	3,333.00
59052	Oct 26	Warehouse Direct	Computer Tech Support	1,798.00
59053	Oct 26	Nicor Gas	Commercial Heat 9/10-10/10	153.80
59054	Oct 26	Nicor Gas	Commercial Heat 9/15-10-13	51.10

59055	Oct 26	Metro Federal Credit Union	Administration Expenses	325.58
59056	Oct 26	Metro Federal Credit Union	Recovery Connection Expenses	1,821.59
59057V	Oct 26	VOID	Second Page Check	-
59058V	Oct 26	VOID	Third Page Check	-
59059	Oct 26	Metro Federal Credit Union	MaineStay Expenses	773.85
59060V	Oct 26	VOID	Second Page Check	-
59061	Oct 26	Metro Federal Credit Union	Maintenance Expenses	243.28
59062	Oct 26	Spina, McGuire & Okal, P.C.	Legal Fees - Krey IMRF	11,000.00
59063	Oct 26	United Dispatch, LLC	7 Mainlines Vouchers	35.00
				\$ 269,843.48

We the undersigned members of the Board of Trustees of Maine Township, do hereby certify that we have examined the Payroll for Paydates of October 1, 2021 and October 15, 2021 and General Town Fund Checks #59003 through Check #59063 and authorize the Supervisor issue Checks in payment.

WITNESS OUR HANDS AND SEALS THIS 26TH DAY OF OCTOBER 2021.

Supervisor

Attest:

Clerk

Trustees



REQUEST FOR PROPOSAL

Maine Township
1700 Ballard Road
Park Ridge, IL 60068
847-297-2510
mainetown.com

PROFESSIONAL CYBERSECURITY AUDITING SERVICES

PROPOSALS MUST BE RECEIVED NO LATER THAN 4:00 pm CDT, DATE

**By Order Of:
Karen J. Dimond
Maine Township Supervisor**

REQUEST FOR PROPOSAL CYBERSECURITY AUDIT MAINE TOWNSHIP

Maine Township is currently seeking submissions for professional cybersecurity auditing services from qualified vendors or firms (hereinafter "Company") to provide these items for Maine Township (hereinafter "Township").

Please read each section carefully for information regarding the Request for Proposal ("RFP") and submittal instructions.

Please know that Township shall accept proposals for a Cybersecurity Audit in accordance with this RFP. Township requires all contractors and vendors doing business with Township not to discriminate against anyone on the basis of race, age, color, religion, gender, sexual orientation, ancestry, national origin, veteran status, and non-job-related disabilities.

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Section B:	Specifications
Section C:	Qualifications and Experience
Section D:	Submission Information
Section E:	Proposal and Contract

SECTION A: GENERAL INFORMATION

A. About Maine Township

Maine Township is proud to serve residents in parts of Des Plaines, Park Ridge, Niles, Glenview, Morton Grove and Rosemont. We aim to improve the quality of life for everyone in the township by offering services and events with the needs of our residents in mind.

B. General Information

As a result of responses to this RFP, Township plans to review submissions and may conduct interviews with selected companies it determines can best meet the requirements outlined herein. Negotiations will be held on both the scope and the cost to select the company that Township believes can best satisfy its requirements at rates it perceives are reasonable for the professional services provided.

There is no expressed or implied obligation for Township to reimburse responding Companies for any expenses incurred in preparing proposals in response to this request. During the evaluation process, Township reserves the right to request additional information or clarification from Company, or to allow corrections of errors or omissions. At the discretion of Township, Companies submitting proposals may be requested to make oral presentations as part of the evaluation process.

All information, prices and content submitted to Township will be public and Company has no right to privacy, as all submissions are subject to the Illinois Freedom of Information Act. All information may be posted on our website and discussed openly at Board of Trustees meetings.

C. Reservation of Rights

Township reserves the following rights if using them will be more advantageous to Township:

1. Withdraw this RFP at any time without prior notice
2. Accept or reject any and all submissions, or any item or part thereof
3. Postpone qualifications due date
4. Not award a contract to any submitter responding to this RFP
5. Award a contract without negotiations or discussions

SECTION B: SPECIFICATIONS

A. Statement of Purpose

Township is requesting proposals for a Professional Cybersecurity Audit in accordance with this RFP. Based on the requirements presented in the scope of services, Company should propose a solution that will best suit Township's needs and conform to industry best practices.

B. Scope of Services

Company will provide professional services to the Township, and will be required to provide to the Township Supervisor evidence of Comprehensive, Liability, and Workman's Compensation insurance prior to commencement of work on Township property. Company guarantees to hold Township, its agents or employees, harmless from liability of any nature or kind, for use of any copyright, composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, or which Company is not the patentee, assignee, or licensee.

Furthermore, Company hereby agrees to save and hold harmless and indemnify Township from and against all injury, death, damage, loss, claims and liability caused by or arising out of the performance of this agreement by the Company, its employees, or agents. This agreement extends to all claims, of any nature, whether made by the Company's employees or others.

The scope of the professional services provided by the Cybersecurity Audit shall include but not be limited to the following:

1. Cybersecurity Audit – **REQUIRED ITEMS**

a. **Internal/External Penetration Testing**

- i. Attempt to gain access to internet facing systems and attempt exfiltration of data
- ii. Attempt to enumerate, acquire, and exploit plaintext user credentials in order to perform privilege escalation
- iii. Assess if it is possible to disrupt data integrity and availability
- iv. Include testing of firewall, servers, routers, switches, wireless equipment, printers/copiers, etc.
- v. Produce report(s) with details of potential vulnerabilities as well as the risk and severity levels

b. **Internal/External Network Vulnerability Assessment**

- i. Assess, identify, and provide evidence of potential vulnerabilities with network end points
- ii. Identify remote users, devices and 3rd party resources

- iii. Assess, identify, and provide evidence of potential vulnerabilities with remote users, devices, infrastructure (such as application, host or network, etc.)
- iv. Include both wireless and wired networks, firewall, servers, routers, switches, wireless equipment, printers/copiers, etc.
- v. Send email phishing test to approximately 40 employees
- vi. Produce report(s) with details of potential vulnerabilities as well as the risk and severity levels

c. Internal Control Review

- i. Perform an analysis of current IT/security policies and procedures, patch management, etc.
- ii. Identify deficiencies in existing policies and procedures
- iii. Provide samples of, and assist with the creation of, policies and procedures that are needed to conform to industry best practices

d. Disaster Recovery/Backup Review

- i. Identify deficiencies in existing data backup and recovery plan
- ii. Suggest improvements to ensure preservation of critical data

e. Remediation

- i. Identify process to remediate the items found
- ii. Define short- and long-term measurements for remediation
- iii. Work with Township to develop list of priorities for improvements, including cost estimates and expected timelines for implementation
- iv. Provide executive summary of the findings

2. Cybersecurity Audit – OPTIONAL ITEMS

- a. Physical security review onsite – review of physical network security
- b. Web application testing – identify any potential security issues with Township website
- c. Mitigation retest – assess for successful implementation of mitigation efforts

C. Devices

1. There are approximately 40 devices used by Township employees.
2. Township currently has 2 servers, wireless routers throughout facility, multiple desktop switches at workstations, 2 Cisco switches with patch panels, and Watchguard firewall.
3. Other Internet-connected devices include 4 networked copiers/printers, fishing license printer, postage machine, and VOIP phone system.

SECTION C: QUALIFICATIONS AND EXPERIENCE

Responses should be submitted in the order presented:

1. Introduction. A general description of Company's organization, experience, services and staff. Please include a brief history of your company, including how long you have been in business, financial standing, insurance coverage, how many clients you serve, what types of clients you serve, and the scope of services you provide.
2. Narrative Proposal. Describe what approach Company will use to complete the scope of services. Summarize the major points of the RFP and demonstrate an understanding of the services. Describe how the proposer will perform the required and optional services and how the assigned team will fulfill the services, including whether services will be performed remotely or in person.
3. Qualifications. Discuss the qualifications of the proposer to satisfy the specific requirements as stated above. Be specific with regard to the following:
 - Indication of general experience and ability to satisfy the specification requirements as stated above
 - Describe your experience working with government or non-profit organizations
4. References. Provide at least three (3) references for which Company recently provided the same or similar services. All references should include a point of contact, telephone number, email address, and a brief description of the services which were provided.
5. Pricing. Submit proposed pricing for this project. Specify all expenses in the estimation of cost. Describe the scope of services it entails and any services which would not be covered or which would be provided for an additional charge. Please ensure if you are only submitting on certain aspects of this proposal, to clearly indicate which services you are submitting on.

SECTION D: SUBMISSION INFORMATION

This RFP will be posted and/or advertised on or about DATE. Company may ask clarifying questions by emailing Richard Lyon at rlyon@mainetown.com.

All questions are due by DATE. Answers to Company's questions will be posted on mainetown.com on DATE. Questions and inquiries received after DATE will not be answered.

All proposals must be submitted in a sealed envelope. Any proposal that is not sealed shall be rejected from consideration by Township. Township will not accept for consideration any proposals transmitted by facsimile or email. Submission shall include one (1) hard copy and (1) digital copy saved to USB.

The deadline for responding to the RFP is 4:00 pm CDT, on DATE. All proposals that are not received prior to the deadline shall be rejected from consideration.

Proposals must be submitted in a sealed envelope addressed to:

Clerk's Office
Maine Township
1700 Ballard Road
Park Ridge, IL 60068

SECTION E: PROPOSAL AND CONTRACT

The contract for professional services, if any, shall be awarded on or by DATE.

The Township reserves the right to make an award without further discussion of the proposal submitted or to not make any award. The proposal must be submitted initially on the most favorable terms which Company can propose. Submitters must be prepared to accept a contract resulting from this RFP.

If accepted, Company shall enter into a written contract, which will be submitted to the Township's lawyers for approval. Final acceptance of the proposal by the Township shall only be complete under Corporate Authorities' acceptance of a contract executed by Company.

The cost of preparation of proposals shall be the sole obligation of the respondent Company. All submitted proposals, whether accepted or rejected, are the property of the Township. Any information provided as part of this RFP and any contract may be shared outside of the Township as and if required by the Freedom of Information Act (FOIA). This RFP is not a contract or offer of employment.

By submitting a proposal, Company agrees to the following:

- In preparing this proposal, I/we have not been assisted by any current or former employee of the Township whose duties relate (or did relate) to this proposal or prospective contract, and who was assisting in other than his or her official public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this proposal. (Any exceptions to these assurances must be described in full detail on a separate page and attached to the proposal.)
- I/we understand that the Township will not reimburse me/us for any costs incurred in the preparation of this proposal. All proposals will become the property of the Township, and I/we claim no proprietary right to the ideas, writings, items, or samples.
- I/we warrant that, in connection with this procurement:
 - The price and/or cost data have been arrived at independently, without consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any competition.
 - Unless otherwise required by law, the prices and/or cost data which have been submitted have not knowingly been disclosed by him/her prior to opening, in the case of a proposal directly or indirectly to any other competitor.
 - No attempt has been made or will be made by Company to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

**REQUEST FOR PROPOSAL (RFP) FOR INTERNAL
AUDIT SERVICES**

MAINE TOWNSHIP



**PROPOSALS MUST BE RECEIVED NO LATER THAN
2.00 p.m. on November 20, 2021**

**Maine Township
1700 Ballard Rd
Park Ridge, IL 60068-1006**

**By Order Of:
Karen J. Dimond
Maine Township Supervisor**

Maine Township
Internal Audit Services - Request for Proposal

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I.

GENERAL INFORMATION

Notice of Invitation

Maine Township invites qualified firms of Certified Public Accountants to submit a proposal to conduct the annual audit of the Township (hereafter, the “Township”) for the fiscal years ending February 28, 2022, with an option to audit the fiscal years ending February 28, 2023 and February 29, 2024.

Please prepare and deliver ten (10) hard copies and one (1) digital file on USB Flash Drive in PDF format of your formal response to the address listed below. The envelope must be clearly marked “Internal Audit Services - RFP” with the name of the firm submitting the proposal and shall be mailed or hand-delivered no later than 2:00 P.M. on November 30, 2021

Dayna Berman, Administrator
Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

Proposals will not be accepted if they are submitted by fax or email. Questions regarding this RFP process must be sent electronically to Dayna Berman, Administrator at dberman@mainetown.com, no later than Thursday, November 20, 2021.

Upon award of the contract by the Maine Township, the successful firm shall be required to submit a proposed contract for the services covered in this RFP and the firm’s proposal. Any contract will be subject to review by the Maine Township’s legal counsel and must be on terms fully acceptable to Maine Township before it is signed. No contract or agreement will be implied, final or in effect between the Board and a selected submitter until acceptable contract terms have been reached. The successful firm must enter into an executed contract with the Board in order to finalize the award of the proposal. If mutual agreement on contract terms cannot be reached, the Board will proceed to negotiations with another firm.

Township History:

Maine Township is in Cook County. Maine Township contains 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. Maine Township’s mission is to improve the quality of life for its residents by providing services, general assistance, information, and programs in a fiscally responsible manner. During its existence, it has seen its surroundings grow from a predominantly rural farming community to a major metropolitan area with some 135,000 residents.

Maine Township provides the following services as authorized by state statutes: general assistance and general administrative services. Maine Township utilizes both government-wide

(reporting the township as a whole) and fund accounting (reporting Maine Township's major funds). The government-wide focus is more on the sustainability of Maine Township as an entity and the change in Maine Township's net assets resulting from the current year's activities.

Governmental activities generally are financed through property taxes and other revenues. Maine Township's property tax is levied each year on all taxable real property located within the Township boundaries on or before the last Tuesday in December. Maine Township desires that the auditor assist each year with the preparation of the levy during the term of the contract.

During the current fiscal year 2021-22, Maine Township expects to receive the following revenue sources:

1. Personal Property Replacement Tax;
2. Social Security Reimbursement;
3. Interest Income;
4. Client Fees; and
5. Other Miscellaneous Income.

Maine Township participates with the Illinois Municipal Retirement Fund.

Detailed information on the Township and its finances can be viewed on the Maine Township website at www.maintown.com.

II. NATURE of SERVICES REQUESTED

A. General

Maine Township is soliciting the services of qualified firms of certified public accountants to audit its financial statements for the fiscal years ending February 28, 2022, February 28, 2023 and February 29, 2024 in accordance with this Request for Proposal. These audits are to be performed in accordance with auditing standards generally accepted in the United States (GAAS) and Government Auditing Standards (GAS) established for governmental agencies.

B. Entity to be Audited

Maine Township is requesting an audit which includes all the funds, accounts, capital assets and activities of Maine Township.

C. Scope of Work

Township desires the audit firm to express an opinion on the fair presentation of the financial statements in conformity with generally accepted accounting principles. The financial

statements will be presented in accordance with the cash basis of accounting. The auditor is to provide an opinion on the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the Township based on the auditing procedures applied during the audit of the financial statements and the reports of other auditors, as applicable.

D. Reports to be Issued

Following the completion of the audit of the fiscal year's financial statements, the auditor shall issue the following reports:

1. A report on the fair presentation of the financial statements in conformity with modified cash basis of accounting and Government Auditing Standards. Ten (10) bound copies, one (1) unbound copy and one (1) PDF file of the AFR are to be provided by the auditor.
2. The Annual Financial Report that must be filed with the State of Illinois (Comptroller's Report) shall be prepared and filed by the auditor with one (1) bound copy and one (1) PDF file provided to Maine Township.

In addition to the reports indicated above:

1. The auditor shall communicate in a letter to the Maine Township Supervisor any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure which could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.
2. Auditors shall be required to make an immediate written report of all irregularities and illegal acts of which they become aware and present such report to the Maine Township Supervisor. Auditors shall inform the Maine Township Supervisor of each of the following:
 - a) The auditor's responsibility under generally accepted auditing standards.
 - b) Significant accounting policies
 - c) Management judgments and accounting estimates.
 - d) Significant audit adjustments.
 - e) Other information in documents containing audited financial statements
 - f) Disagreements with management
 - g) Management consultation with other accountants
 - h) Major issues discussed with management prior to retention
 - i) Difficulties encountered in performing the audit
3. The auditor shall answer minor questions throughout the contract period without additional fees being charged to Maine Township. Examples may be related to payroll tax issues, review of accounting policies, and/or IRS reporting.

2. The auditor shall perform fieldwork during the normal work hours of Maine Township, generally 9:00 a.m. to 5:00 p.m., Monday thru Friday.

E. Audit Timing and Reports to be Issued

Maine Township will make all records and management personnel available to meet with the firm's personnel any time after the award of contract.

Each of the following shall be completed by the auditor no later than the dates indicated.

1. Detailed Requested Items List

The auditor shall provide Maine Township a list of all schedules to be prepared by Maine Township prior to the audit and no later than the first (1st) Monday in March of each year.

2. Fieldwork

The auditor shall conduct a preliminary audit during the second week in March of each year.

The auditor shall begin the fieldwork portion of the audit no later than the first (1st) Monday in May of each year and complete all fieldwork within two (2) weeks of initiation of the audit. Maine Township shall be notified, in advance, of the audit person or persons to be assigned to Maine Township's engagement.

3. Draft Report

The auditor shall supply three (3) copies of the draft of the AFR including the auditor's report, financial statements, notes to the financial statements and recommendations to the Maine Township Supervisor no later than the third (3rd) Monday in May of each year.

4. Final Audit Report

All financial statements and reports must be delivered to Maine Township in final and complete form no later than the first (1st) Monday in June of each year.

F. Assistance to be provided to the Auditor

The Administrator and the Bookkeeper will be available during the audit to assist the firm by providing information, documentation and explanations. The preparation of confirmation letters will be the responsibility of Maine Township. The mailing of the confirmation letters shall be the responsibility of the auditing firm at their expense.

Maine Township will provide the auditor with reasonable workspace. The auditor will also be provided with access to a telephone, a fax machine and to a photocopying machine.

PROPOSAL DOCUMENT INSTRUCTIONS

III.

A. General Requirements

The following material is required to be submitted for a proposing firm to be considered:

1. Ten (10) bound and one (1) unbound copy of the proposal shall be submitted and shall include the following:

a. Title Page - the title page shall show the Request for Proposal's subject; the firm's name and address, the name and telephone number of a contact person, and the date of the proposal.

b. Table of Contents.

c. Transmittal Letter - a signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the established time period, a statement why the firm believes itself to be the best qualified firm to perform the engagement and a statement that the proposal is a firm and irrevocable offer for sixty (60) days.

d. Detailed Technical Proposal - the detailed technical proposal is set forth in Section III, Subparagraph B, of this Request for Proposal.

e. Fee Proposal - the proposed fees should be presented using Appendix A of this Request for Proposal. The proposed fees shall be the maximum, not to exceed fee for each fiscal year shown.

f. Certificate of Compliance with Illinois Human Rights Act - All successful contractors must comply with the provisions of the Illinois Human Rights Act when dealing with equal employment opportunities (75 ILCS 5/2-105) including equality of employment opportunity and the regulations of the Department of Human Rights of the State of Illinois and also must provide for the adoption and implementation of written Sexual Harassment Policies. The Certificate of Compliance with the Illinois Human Rights Act should be presented using Appendix B.

g. The auditor hereby agrees to save and hold harmless and indemnify Maine Township from and against all injury, death, damage, loss, claims and liability caused by or arising out of the performance of this agreement by the auditor, its employees, or agents. This agreement extends to all claims, of any nature, whether made by the

auditor's employees. The Save and Hold Harmless Agreement should be presented using Appendix C.

2. Proposers must send the completed proposal on or before 2:00 pm on November 20, 2021, to the following address:

Administrator Dayna Berman
Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

NO LATE PROPOSALS WILL BE CONSIDERED

B. Technical Proposal

The purpose of the technical proposal is to demonstrate the qualifications, competence and capacity, of the firms seeking to undertake an independent audit of Maine Township in conformity with the requirements of this Request for Proposal. As such, the substance of proposals will carry more weight than their form or manner of presentation. However, the presentation will be considered as an example of the type of work typical of the firm. The technical proposal should demonstrate the qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an audit approach that will meet the Request for Proposal's requirements.

The technical proposal should address all the points outlined in the Request for Proposal. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the Request for Proposal.

While additional data may be presented, the following subjects, item numbers 1 through 9 must be included. They represent criteria against which the proposal will be evaluated.

1. The firm shall provide all names and titles of the persons authorized to submit the proposal and represent the audit firm by signing contracts as a corporate agent of the firm.
2. The firm shall provide an affirmative statement that it is independent of Maine Township as defined by generally accepted auditing standards.
3. The firm shall also list and describe the firm's professional relationships involving Maine Township or any of its agencies, its elected or appointed officials and employees for the past five (5) years, together with a statement explaining why such relationships, if any, do not constitute a conflict of interest relative to performing the proposed audit.

4. An affirmative statement should be included indicating that the firm and all assigned key professional staff are properly licensed to practice in Illinois.
5. The firm shall outline its experience in auditing governments, specifically Townships.
6. The firm shall provide a history of the audit firm as a business entity which includes information demonstrating the firm's financial stability and entity stability.
7. The proposal shall identify and describe any pending or previous litigation the firm was involved in over the past three (3) years which dealt with the quality of audit work or of pricing of auditing services rendered.
8. The firm shall identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. The firm shall include qualifications, training, and municipal audit experience of engagement partners.

Engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons with the express prior written permission of Maine Township. However, in either case, Maine Township retains the right to approve or reject replacements.

Consultants and firm specialists mentioned in response to this Request for Proposal can only be changed with the express prior written permission of Maine Township, which retains the right to approve or reject replacements.

Other audit personnel may be changed at the discretion of the proposer provided that replacements have substantially the same or better qualifications or experience.

9. The firm shall specify a work schedule which include a start date and completion date which adheres to Maine Township time requirements listed in Section G: Time Requirements, Nos. 1 through 6.

C. Cost

1. Total All-inclusive Maximum Fee

The fee proposal shall contain all pricing information relative to performing the audit engagement as described in this Request for Proposal on a "not to exceed" basis for the years ending February 28, 2022 through February 29, 2024. The fee proposal shall separate pricing of Maine Township Town Fund, General Assistance and Road & Bridge. The option will be solely that of Maine Township based on satisfactory negotiations or the fee with the auditor at that time. The total all-inclusive maximum price proposed is to contain all direct and indirect costs including all out-of-pocket expenses.

2. Rates for Additional Professional Services

If it shall become necessary for Maine Township to request that the auditor render any additional services to either supplement the services requested in this Request for Proposal or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between Maine Township and the firm. Any such additional work agreed to between Maine Township and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the Fee Proposal (Appendix A). Work performed outside the scope of services outlined in this Request for Proposal is to be performed only at the written request of Maine Township.

3. Manner of Payment

Payment for services will be issued in the following manner:

- a. Fifty Percent (50%) upon the annual audit being finalized and presented; and
- b. Fifty Percent (50%) upon the filing of the State Comptrollers' Report

IV. EVALUATION of PROPOSALS

A. Evaluation Process

1. Proposals will be evaluated by the Township Supervisor and the Administrator
2. The Supervisor and Board of Trustees will evaluate the technical proposal submitted by each firm using the criteria shown in this Section IV, Subparagraph B.
3. The Supervisor and the Board of Trustees will select that proposal which in the board's sole discretion is judged to be the most responsive to Maine Township's requirements, and based on ability and fee, appears to be best able to serve Maine Township.
4. Award of the contract must be approved by the Supervisor and Board of Trustees.

B. Evaluation Criteria

Proposals will be evaluated using three sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated for both technical qualifications and price. The following represent the principal selection criteria which may be considered during the evaluation process, along with any other criteria the Board of Trustees deems relevant.

1. Mandatory Elements

- a. The audit firm is independent and licensed to practice in Illinois.
- b. The firm has a record of quality audit work.
- c. The firm adheres to the instructions in this Request for Proposal on preparing and submitting.

2. Technical Qualifications - The firm will be evaluated on the following expertise and experience:

- a. The firm's past experience and performance on comparable government engagements.
- b. The quality and level of experience of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.

3. All-inclusive maximum, not to exceed, fee.

C. Oral Presentations

During the evaluation process, the Supervisor may, at her discretion, request any one or all firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Supervisor and the Board of Trustees may have on a firm's proposal. Not all firms may be asked to make such oral presentations.

D. Right to Reject Proposals

Submission of a proposal indicates acceptance by the firm of the conditions contained in this Request for Proposal unless clearly and specifically noted in the proposal submitted. Maine Township reserves the right without prejudice to reject any or all proposals or to withdraw this RFP at any time.

After determining that a proposal satisfies the mandatory requirements stated in the request for audit services, the comparative assessment of the relative benefits and deficiencies of the proposal in relationship to published evaluation criteria shall be made by using subjective judgment. The award of a contract resulting from this request for auditing services shall be based on the best proposal received in accordance with the evaluation criteria stated herein, as determined by the Board of Trustees in its sole discretion:

After an initial screening process of the RFP, a technical question-and-answer conference or interview may be conducted, if deemed necessary by the Township to clarify or verify the bidder's proposal and to develop a comprehensive assessment of the service.

Maine Township reserves the right to consider historic information and fact, whether gained from the bidder's proposal, question-and-answer conferences, references or any other source, in the evaluation process.

The bidder is cautioned that it is the bidder's sole responsibility to submit information related to the evaluation categories and that Maine Township is under no obligation to solicit such information if it is not included with the bidder's proposal. Failure of the bidder to submit such information may cause an adverse impact on the evaluation of the bidder's proposal.

Appendix A – FEE PROPOSAL

Schedule of Professional Fees for the Audit of the Financial Statements as of February 28th, for the fiscal years listed below:

Town Fund Audit:

2021/22	2022/23	2023/24
\$ _____	\$ _____	\$ _____

General Assistance Audit:

2021/22	2022/23	2023/24
\$ _____	\$ _____	\$ _____

Road & Bridge Audit:

2021/22	2022/23	2023/24
\$ _____	\$ _____	\$ _____

Schedule of Professional Fees for Additional Services - Quoted _____ for the Fiscal Years listed below:
hourly rate

	2021/22	2022/23	2023/24
Partner	\$ _____	\$ _____	\$ _____
Manager	\$ _____	\$ _____	\$ _____
Supervisor	\$ _____	\$ _____	\$ _____
Staff	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
Other			

Firm Name: _____

Address: _____

Signature: _____ Date: _____

Printed Name: _____ Title _____

Telephone Number: _____

Appendix B - CERTIFICATE OF COMPLIANCE WITH ILLINOIS HUMAN RIGHTS ACT

All successful contractors must comply with the provisions of the Illinois Human Rights Act (ACT) when dealing with equal employment opportunities (Section 2-105, 75 ILCS 5/2-105) including equality of employment opportunity and the regulations of the Department of Human Rights of the State of Illinois and also must provide for the adoption and implementation of written Sexual Harassment Policies. The contract with the successful auditor will provide for this requirement. The statutory provision requires that the written Sexual Harassment Policy includes at a minimum the following information: (I) the illegality of sexual harassment, (II) the definition of sexual harassment under Illinois Law, (III) a description of sexual harassment, utilizing examples, (IV) a vendor's internal compliant process including penalty, (V) the legal recourse, investigative and complaint process available through the Department of Human Rights Commission, and (VI) the protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act.

Failure to sign will result in disqualification of the proposer.

Print Name

Date

Authorized Signature

Title

Company Name

Subscribed and sworn before me this _____ day
of _____, 20_____.

Notary Public

APPENDIX C - SAVE AND HOLD HARMLESS AGREEMENT

Firms providing a service or installing equipment on or about Maine Township property or its component unit property shall provide to the Maine Township Supervisor evidence of Comprehensive, Liability, and Workman's Compensation insurance prior to commencement of work on Maine Township property. The Firm guarantees to defend, indemnify, and hold harmless Maine Township, its agents or employees, from liability of any nature or kind, for use of any copyright, composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of any contract with the Township, or which the Firm is not the patentee, assignee, or licensee.

Furthermore, the Firm hereby agrees to save and hold harmless and defend and indemnify Maine Township from and against all injury, death, damage, loss, claims and liability caused by or arising out of the performance of this agreement by the Firm, its employees, or agents. This agreement extends to all claims, of any nature, whether made by the Firm's employees.

Failure to sign will result in disqualification of the proposer.

Print Name

Date

Authorized Signature

Title

Company Name

Subscribed and sworn before me this ____ day
of _____, 20_____.

Notary Public

Memo

To: Elected Officials
From: Dayna Berman, Administrator
Date: October 26, 2021
Re: Town Fund/General Assistance Tax Levy Ordinance 2021

Please find enclosed a 2021 Estimated Tax Levy Ordinance for Town Fund and General Assistance. The levy has been kept flat from 2020 Tax Levy Ordinance.

TAX LEVY ORDINANCE

MAINE TOWNSHIP

ORDINANCE No. 2021-4

An ordinance levying taxes for all town purposes for Maine Township, Cook County, Illinois, for the tax year 2021, collectable in 2022.

BE IT ORDAINED by the Board of Trustees of Maine Township, Cook County, Illinois, as follows:

SECTION 1: That the sum of three million two hundred and fifty five thousand and forty nine (\$3,255,049) are hereby levied upon all property subject to taxation within the Township as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with the law, for such purposes as GENERAL TOWN FUND AND GENERAL ASSISTANCE FUND.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

GENERAL TOWN FUND

ADMINISTRATION

Personnel	\$802,083
Contractual Services	\$718,333
Commodities	\$27,976
Capital Outlay	\$55,609
Other Expenditures	\$21,322
TOTAL ADMINISTRATION	\$1,625,322

ASSESSOR

Personnel	\$118,262
Contractual Services	\$29,572
Commodities	\$686
Capital Outlay	\$1,441
Other Expenditures	\$1,984
TOTAL ASSESSOR	\$151,946

CLERK

Personnel	\$145,213
Contractual Services	\$8,458
Commodities	\$517
Capital Outlay	\$1,510
Other Expenditures	\$862
TOTAL CLERK	156,560

EMERGENCY MANAGEMENT SERVICES

Personnel	\$34,319
Contractual Services	\$9,721
Commodities	\$1,220
Capital Outlay	\$2,877
Other Expenditures	\$2,273

TOTAL EMERGENCY MANAGEMENT AGENCY SERVICES **\$50,410**

MAINESTAY YOUTH & FAMILY SERVICES

Personnel	\$361,841
Contractual Services	\$64,725
Commodities	\$2,085
Capital Outlay	\$14,218
Other Expenditures	\$3,531

TOTAL MAINESTAY YOUTH & FAMILY SERVICES **\$446,400**

ADULT AND SENIOR SERVICES

Personnel	\$227,882
Contractual Services	\$33,561
Commodities	\$1,914
Capital Outlay	\$9,320
Other Expenditures	\$1,723

TOTAL ADULT AND SENIOR SERVICES **\$274,400**

TOTAL MENTAL HEALTH/COMMUNITY SERVICES: **\$343,188**

TOTAL GENERAL TOWN FUND **\$3,048,226**

GENERAL ASSISTANCE FUND

ADMINISTRATION

Personnel	\$101,381
Contractual Services	\$17,380
Commodities	\$552
Capital Outlay	\$461
Other Expenditures	\$294

TOTAL ADMINISTRATION **\$120,068**

HOME RELIEF

Contractual Services	\$57,596
Commodities	\$21,483
Other Expenditures	\$7,675

TOTAL HOME RELIEF **\$86,754**

TOTAL GENERAL ASSISTANCE FUND **\$206,822**

TAX LEVY SUMMARY

Administration	\$1,625,322
Assessor	\$151,946
Clerk	\$156,560
Emergency Management Services	\$50,410
MaineStay Youth & Family Services	\$446,400
Adult & Senior Services	\$274,400
Mental Health/Community Services	\$343,188
General Assistance Administration	\$120,068
Home Relief	\$86,754
	\$3,255,049

SECTION 3: That the Town Clerk shall make and file with the County Clerk of said County of Cook, on or before the last day of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this 23rd of November 2021 pursuant to a role call vote by the Board of Trustees of Maine Township, Cook County, IL.

<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____	_____
Town Clerk	Board of Trustees

Township of Maine
County of Cook

Certificate of Compliance

Truth in Taxation

General Town Fund and General Assistance Tax Levy

I, the undersigned hereby certify that I am the presiding officer of the Maine Township General Town and General Assistance Funds and as such presiding officer I hereby certify that the Tax Levy Ordinance, a copy of which is attached was adopted pursuant to and in all respects in compliance with the provisions of Illinois Property Tax Code-Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85 (2002).

The taxing districts aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore a notice and hearing were not necessary.

This certificate applies to the 2021 tax levy for the General Town Fund and General Assistance Fund.

Dated this 23rd day of Novmeber, 2021.

Presiding Officer:

Supervisor Karen J. Dimond

Attest:

Clerk Peter Gialamas

(Seal)

Maine Township

Certification of Tax Levy

General Town Fund and General Assistance Funds

The Undersigned, duly elected, qualified and acting clerk of Maine Township, Cook County, IL, that the attached hereto is a true and correct copy of the Tax Levy Ordinance #2021-4 for the year 2021, as adopted this 23rd day of November, 2021.

This certification is made and filed pursuant to the requirements of (IRS, CH 139, PAR 114) (60 ILCS 5/12-4) and on behalf of MAINE TOWNSHIP, COOK COUNTY, ILLINOIS. This certification must be filed by the last day in December.

Dated this 23rd day of November, 2021.

Maine Township Clerk

Filed this 23rd day of November, 2021

Cook County Clerk

TAX LEVY ORDINANCE 2021

MAINE TOWNSHIP ROAD DISTRICT

ORDINANCE 2021-RB-2

An ordinance levying taxes for all road purposes for the Maine Township Road District Cook County, Illinois, for the tax year 2021, collectable in 2022.

BE IT ORDAINED by the Board of Trustees of Maine Township, Cook County, as follows:

SECTION 1: That the Highway Commissioner of the Maine Township Road District on November 23, 2021 does hereby determine and declare that the sum of Two million six hundred five thousand five hundred fifty-three dollars (\$2,605,553.00) is hereby levied upon all property subject to taxation within the Road District as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Road District as required by statute or voted by the people in accordance with the law, for such purposes as: GENERAL ROAD FUND, PERMANENT ROAD FUND, EQUIPMENT AND BUILDING FUND, SOCIAL SECURITY FUND, INSURANCE FUND AND ILLINOIS MUNICIPAL RETIREMENT FUND for the year 2021.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

<u>GENERAL ROAD FUND</u>	<u>Amount Levied</u>
ADMINISTRATION	
Personnel	\$362,846
Contractual Services	\$82,770
Commodities	\$4,637
Capital Outlay	\$11,592
Other Expenditures	\$3,478
Contingencies	\$11,233
TOTAL ADMINISTRATION:	<u>\$476,557</u>
MAINTENANCE	
Personnel	\$253,450
Contractual Services	\$259,198
Commodities	\$249,952
TOTAL MAINTENANCE:	<u>762,600</u>
TOTAL GENERAL ROAD FUND:	<u>\$1,239,157</u>

REF: General Road & Bridge Tax (605 ILCS 5/6-501 & 5/6-504)

<u>INSURANCE FUND</u>	<u>Amount Levied</u>
Personnel	\$44,683
Contractual Services	\$19,707
TOTAL INSURANCE FUND:	<u>\$64,390</u>

REF: Insurance Tax (745 ILCS 10/9-107)

<u>ILLINOIS MUNICIPAL RETIREMENT FUND</u>	<u>Amount Levied</u>
Personnel	\$83,096
TOTAL IMRF FUND:	<u>\$83,096</u>

REF: IMRF Tax (40 ILCS 5/7-171)

<u>SOCIAL SECURITY FUND</u>	<u>Amount Levied</u>
Personnel	\$47,936
TOTAL SOCIAL SECURITY FUND:	<u>\$47,936</u>

REF: Social Security Tax (40 ILCS 5/21-110 & 5/21-110.1)

<u>PERMANENT ROAD FUND</u>	<u>Amount Levied</u>
Personnel	\$412,818
Contractual Services	\$445,013
Commodities	\$139,547
Other Expenditures	\$0
TOTAL PERMANENT ROAD FUND:	<u>\$997,378</u>

REF: Permanent Road Tax (605 ILCS 5/6-601)

<u>EQUIPMENT & BUILDING FUND</u>	<u>Amount Levied</u>
Contractual Services	\$3,641
Capital Outlay	\$169,955
TOTAL EQUIPMENT & BUILDING FUND:	<u>\$173,596</u>

REF: Equipment & Building Tax (605 ILCS 5/6-508.1)

TAX LEVY SUMMARY

General Road & Bridge Tax	\$1,239,157
Insurance Tax	\$64,390
Illinois Municipal Retirement Tax	\$83,096
Social Security Tax	\$47,936
Permanent Road Tax	\$997,378
Equipment & Building Tax	\$173,596

TOTAL TAXES LEVIED: \$2,605,553

Amount to be Levied was determined by the Highway Commissioner of the Maine Township Road District

Highway Commissioner

SECTION 3: That the Town Clerk shall file with the County Clerk of said County of Cook on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That the Board of Trustees does hereby certify that the amount levied herein is necessary to be raised by taxation for road purposes for the Maine Township Road District.

SECTION 5: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 6: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this 23rd day of November, 2021 pursuant to a roll call vote by the Board of Trustees of Maine Township, Cook County Illinois.

BOARD OF TRUSTEES	AYE	NAY	ABSENT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Township Clerk

Chairman - Board of Trustees

**CERTIFICATION OF AMENDED TAX LEVY ORDINANCE 2021-RB-2
MAINE TOWNSHIP
ROAD DISTRICT**

The undersigned, duly elected, Chairman, Board of Trustees, Maine Township, Cook County, Illinois does hereby certify that the attached hereto is a true and correct copy of the Amended Tax Levy Ordinance of said Road District for the year 2021, as adopted this 23rd day of November 2021.

This certification is made and filed pursuant to the requirements of (605 ILCS 5/6-501) and of behalf of the Maine Township Road District, Cook County, Illinois.

Dated this 23rd day of November, 2021.

Chairman - Board of Trustees

Attest: _____
Township Clerk

Filed this _____ day of _____, 2021

Cook County Clerk

Township of Maine

County of Cook

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of the Maine Township Road District Fund and as such presiding officer I certify that the tax levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2002).

The taxing districts aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.

This certificate applies to the 2021 tax levy for the Road District Fund.

Dated this 23rd day of November 2021.

Presiding Officer:

Supervisor Karen J. Dimond

Attest:

Clerk Peter Gialamas

(Seal)



Peter Gialamas

Clerk

CLERK'S SERVICES FOR THE YEAR 2021

Month	Voter Registr.	Handic. Cards	Hunting & Fishing	RTA Passes	Passport Applic.	Neighbor Neighbor	Notary Public	Garbage Stickers	Mainlines Tickets	TOTAL
January	0	0	0	0	125	330	1	14	0	470
	3	3	0	34	358	0	13	15	135	561
February	0	1	0	2	142	693	43	4	0	885
	4	1	0	22	253	0	14	4	50	348
March	3	1	3	7	175	0	13	21	0	223
	0	4	7	14	126	0	10	10	30	201
April	0	0	39	7	175	0	18	100	60	399
	x	x	x	x	x	x	x	241	40	281
May	1	2	2	6	109	224	4	216	20	584
	x	1	x	x	x	x	x	320	x	321
June	0	1	2	11	170	0	28	238	0	450
	2	0	10	7	104	444	16	131	70	784
July	1	4	6	11	188	519	7	206	70	1,012
	47	1	10	5	87	0	31	114	0	295
August	0	2	13	10	141	0	9	156	37	368
	8	0	0	10	112	0	26	78	53	287
September	1	1	13	8	120	527	12	69	15	766
	18	2	2	3	73	0	5	84	40	227
October	0	2	7	3	126	470	15	116	15	754
November	1	0	5	0	62	0	12	197	40	317
December	0	4	5	2	79	330	23	43	40	526
TOTAL	83	18	46	100	1,380	1,244	165	1,353	513	4,902

* The numbers in the second row indicate services provided in the year 2020

Supervisor
Karen J. Dimond

Clerk
Peter Gialamas

Assessor
Susan Moylan Krey

Highway Commissioner
Ed Beauvais

Trustees
Kimberly Jones
Kelly Horvath
James Maher
Asif Malik

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

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

Maine Township Assessor's Office 2021 Monthly Summary of Taxpayer Services

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Calls	618	1447	1130	522	243	345	420	871	390	222			6208
Visits	12	130	384	74	46	102	226	687	446	220			2327
permits					1255	1518	431		22	1340			4566
Welcome	330					224	519			527			1600
C/E	29			291		59	56						435
HO						79							79
Senior						198							198
Freeze						267							267
Disability						36							36
Vets						19							19
Waivers									3				3
Treasurer													0
Name/Address	11		13		28	12	5			15			84
Appeals													0
Prop. Loc				9			4		36	19			68
Exempt Inq					2		1			1			4
Assessment Inq.					30		3			2			38
C/E \$ Saved Taxpayers										\$ 621,713.00			\$ 621,713.00

z: Assessor/2021 Yearly Summary of Taxpayer Services_ by month

Updated 10/19/2021

MAINSTREAMERS HIGHLIGHTS

September 2021

Marie Dachniwsky, Director

We hosted the last of our outdoor special programs, Tailgate Bingo, Autumn Social, and John Anthony in concert. On zoom we continued bingo and an informative program, *Paris Highlights*. Also, this month we were able to start our indoor programming, as well as host our first day trip in over a year and a half.

Paris Highlights Virtual Experience – Live from Paris, thanks to Zoom, our personal tour guide took us through many sights in Paris, such as Notre Dame, the Louvre, Eiffel Tower Arc de Triomphe, Pont Neuf, Opera Garnier, Grand Palais and more. We learned about all these sights and heard many new stories and learned about the different foods that people enjoy in Paris.

Indoor Programming – We were very excited to be able to start some of our indoor programming such as Yoga, Senior Aerobics, Bingo, Day at the Races, Computer Workshop, Movie and our Fun Friday, which was The Price is Right.

Tail Gate Bingo – We hosted our fifth and final Tail Gate Bingo of the summer on September 1st. Members joined us for this event in our parking lot. It was a fun filled evening of bingo, prizes and ice cream. Sponsoring this event was Ascension Living St. Benedict Village and Brookdale. Sponsors had an opportunity to speak to members regarding their services. With the sponsors support we raffled off ten \$30.00 gift cards to local restaurants, along with our \$5.00 bingo gift card prizes, which made it an extra fun night!

Autumn Social, Special Event - What a fun evening for all! We hosted our second annual Autumn Social on Wed., September 8th with the Paloma Band. The Paloma Band has been entertaining crowds in the Chicago and Midwest area for over 40 years at many October Fests. Members were up dancing and participating to songs like the Fliegerlied, Ein Prosit, Sweet Caroline and the Zigge Zagge polka. Members also enjoyed a warm German Pretzel with all the fixings, as well as receiving a goody bag filled with traditional German Chocolate, candy and much more. Thanks to our sponsors, The Danish Home, Generations, Ascension Living, International Bank and The Summit of Uptown

John Anthony Outdoor Concert – John Anthony, the most versatile performer, performed many of our favorite artists, such as Frank Sinatra, Tony Bennet, Dean Martin, Neil Diamond. John Anthony had members singing to favorite songs and rockin' and dancing the whole evening.

Brighton Beach Memoirs, Day Trip - On September 29th 45 members were back on the road with us to see Brighton Beach Memoirs at the Citadel Theatre. Members enjoyed lunch at Deme-tri's in Deerfield followed by the hilarious Neil Simon production of Brighton Beach Memoirs.

MAINSTREAMER PHOTOS FROM SEPTEMBER PROGRAMS AND EVENTS



MAINSTREAMERS 2021 STATISTICAL REPORT - September

	NO. OF PARTICIPANTS	YEAR TO DATE	INCOME	EXPENSES	TOTAL
RECREATIONAL PROGRAMS					
Bingo (Monthly)	110	1352	\$758.00	\$613.98	\$144.02
Day at the Races (Monthly)	28	653	\$140.00	\$140.00	\$0.00
Movie of the Month (Monthly)	35	35	\$70.00	\$3.99	\$66.01
Women's/Mens Breakfast (Alternating Months)					\$0.00
Twilight Dining Outing (Alternating Months)					\$0.00
Book Review (3-Times a Year)					\$0.00
Coffee Talk/Trivia		118			\$0.00
Fun Fridays	22	397	\$0.00	\$5.00	(\$5.00)
Craft Class		53	\$375.00	\$375.00	\$0.00
HEALTH/INFORMATIVE					
		21			
ZOOM INFORMATIVES					
Paris Highlights	23	195	\$0.00	\$317.08	(\$317.08)
FITNESS CLASSES					
Senior Aerobics (8 week sessions)					\$0.00
Yoga (8 Week Sessions)					\$0.00
Zumba Gold (8 Week Sessions)		34			\$0.00
Chair Yoga (8 Week Sessions)					\$0.00
Matter of Balance Exercise Class		26			\$0.00
CLASSES/PROGRAMS					
Computer Class (Alternating Months)	9	9	\$90.00	\$150.00	(\$60.00)
Matter of Balance (8 Week Class- Bi- Yearly)					\$0.00
Rules of the Road (3- Times a Year)		32			\$0.00
Defensive Driving Course (Held Quarterly)					\$0.00
LUNCHEONS					
ANNUAL SPECIAL EVENTS					
MISCELLANEOUS EVENTS		1255			
Autumn Social	87		\$2,840.00	\$2,359.99	\$480.01
John Anthony	102		\$1,080.00	\$500.82	\$579.18
					\$0.00
DAY TRIPS		45	\$3,144.00	\$3,170.60	(\$26.60)
LONG DISTANCE TRIPS					\$0.00
SENIOR MAILING (Bi-Monthly)					\$0.00
NEWCOMERS PRESENTATION (Alternating months)					\$0.00
ADVISORY COUNCIL MEETING (Held Quarterly)		18			\$0.00
TOTAL		4243	\$8,497.00	\$7,636.46	\$860.54
Misc. Expenditures				\$77.75	(\$77.75)
NEW MEMBERS	18	107	Average Age	70 y/o	\$0.00
					\$782.79

Maine Township
MaineStreamers Account Income/Expenses
September 2021

Beginning Balance 9/1/2021	\$93,676.08
<hr/>	
Income	
Total amount of checks deposited (e.g., member event fees, vendor refunds)	\$33,951.00
Expenses	
Total Subtractions	\$13,627.73
<hr/>	
Ending Balance 9/30/2021	\$113,999.35
<hr/>	

Ending Bank Balance \$113,999.35

*** Please Note**

This is an account separate from the General Town Fund

General Assistance Monthly Report

September 2021

Austin Kelso

General Assistance:

Due to the moratorium on evictions ending, we have seen an increase in intakes for our General Assistance program. We were able to approve 4 more General Assistance clients in the month of September to alleviate financial struggles. Our client count is up to 24 at the end of September.

Advocacy/QMB, Snap, and Medicaid:

In September, we helped residents with the various forms of Public Aid (Food Stamps, Medicaid, and Cash Assistance) 18 times. We have been receiving a lot of phone calls from residents seeking any help they can get and have referred them to community resources on 62 occasions during the month.

Benefit Access:

Since the extensions have been lifted and we have been working in person, Benefit Access appointments have gotten to their old frequency once again. This is a program which grants a reduced rate on license plate stickers and a free or reduced transit card to qualifying residents. We helped 59 individuals get approved in the month of September.

CEDA/LIHEAP:

Our LIHEAP season began September 7th. Just as last year, it has been as busy as ever. Since CEDA granted people the ability to apply for this program remotely, we have been able to serve more people in need. We helped 248 individual households apply for this program in the first month of the program. This is our Energy Assistance program that awards eligible applicants a one-time grant on their electric and gas bills. We also assist with PIPP which is a payment plan to help ensure residents can pay their utility bills every month. We are currently fully booked through the first week of December. We have carved out certain dates and times to keep open so that we can still fit in Benefit Access and GA appointments. Last season we broke our record for the most LIHEAP applications processed, which was well over 1,400. We anticipate coming close to that or exceeding the number this season.

Senior Information and Assistance:

Our Senior and Disability Advocates have been doing a great job keeping up with all updates for senior programs during these uncertain times. During the month of September, our advocates helped 24 residents conducting SHIP interviews and helped 16 individuals in answering Medicare and Medicare Part D questions. Open enrollment for Medicare begins

October 15th and will end December 7th. We have made sure to block openings in our schedule to ensure newly turned seniors can make the deadline if they would like to enroll in Medicare or Medicare Part D.

Reilly Bialczak Summer Camp Fund:

Through September we have approved two families and three children in total to receive money off of their Summer Camps this year. We are proud to be partnered with the local Park Districts and MNASR once again this year.

STATISTICAL REPORT
GENERAL ASSISTANCE DEPARTMENT
September 2021

I.	<u>GENERAL ASSISTANCE CASES</u>	
	1. CASES OPENED	<u>3</u>
	2. CASES ONGOING	<u>21</u>
	3. CASES PENDING	<u>1</u>
	4. CASES CLOSED	<u>0</u>
	5. TOTAL INDIVIDUALS RECEIVING GENERAL ASSISTANCE	<u>24</u>
II.	<u>ADVOCACY:</u>	
	1. QMB – QUALIFIED MEDICAL BENEFICIARY PROGRAM	<u>11</u>
	2. GENERAL PUBLIC AID ADVOCACY (TO INCLUDE SNAP, CASH ASSISTANCE AND MEDICAID)	<u>18</u>
	3. COMMUNITY RESOURCE ADVOCACY REFERRALS	<u>62</u>
III.	<u>SUBURBAN PRIMARY ACCESS TO CARE INTAKE:</u>	
	1. MONTHLY INTERVIEWS/APPLICATIONS FILED	<u>0</u>
IV.	<u>SENIOR INFORMATION AND ASSISTANCE:</u>	
	1. SHIP, MEDICARE, AND MEDICARE D INTERVIEWS	<u>24</u>
	2. BENEFIT ACCESS MONTHLY APPLICATION INTERVIEWS	<u>59</u>
	3. FREE TELEPHONE /BILL REDUCTION APPLICATION INTERVIEWS	<u>0</u>
	4. VETERANS ADMIN. ASSIST REFERRAL	<u>0</u>
	5. SECTION 8 HOUSING	<u>2</u>
V.	<u>CEDA PROGRAMS/ LIHEAP – ENERGY ASSISTANCE</u>	<u>248</u>
	<u>APPLICATION INTERVIEWS</u> (which includes Hardship, Share the Warmth, PIPP, DVP, RA [Reconnect Assistance], Furnace, and Weatherization).	
VI.	<u>MAINELINES (MAINE TOWNSHIP TAXI CAB VOUCHER PROGRAM)</u>	
	1. NEW APPLICATIONS ACCEPTED	<u>0</u>
	2. MONTHLY INTERVIEWS	<u>4</u>
	3. MAINELINES TICKETS SOLD THIS MONTH	<u>67</u>
	4. TOTAL MONEY COLLECTED FOR TICKETS SOLD (YEAR TO DATE) (MARCH 1 ST -FEBRUARY 28 TH)	<u>\$257</u>

Maine Township Code Enforcement Office

To: Elected Officials
From: Nader Ghazaleh, Code Enforcement Officer
CC: Dayna Berman, Administrator
Date: 10/19/2021
Re: Monthly Report

Code Enforcement has once again concentrated on our Property Maintenance Ordinance throughout the month of October. This also includes residents leaving branches out for the Highway Department to come pick up on the 3rd Monday of the month. These types of debris may harbor insects or wildlife. By attacking these issues before they are covered, I am able to keep our residents within compliance, and stop unwanted animals from roaming our streets, which keep the residents safe from these unwanted guests. I have also located five dismantled and abandoned vehicles that have been deemed hazardous to the community. These types of vehicles on properties not only become eyesores but also safe havens for animals. I have issued eight tickets for abandoned vehicles and expired plates on our streets and am currently working with residents to resolve these matters. In total, 27 Notice of Deficiencies have been issued this past month and all have been resolved.

October has also seen garbage become an issue on a few of Maine Township's areas. Possibly due to the changeover to Flood Brothers. One particular street is Terrace Place which is just south of Golf Rd. Residents have been calling me to complain about one set of townhouses that always seems to have garbage all over their lawn. I went to check out the area and found that these residents that were calling me, had every right to be upset at what they had to look at. I took note of a few addresses that I thought might be the problem and found that one resident has not been paying for garbage for a number of years. A warning was given and after no compliance a ticket was issued. I have continued to monitor the situation every week on this block during garbage pickup and am pleased to see the mess has been cleared up. I have had two water main breaks in unincorporated area this month, both of which were reported and repaired.

October Deficiency's - 27

Citations - 17

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

**To: Karen Dimond
Maine Township Supervisor**

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

Re: Report of Services Rendered during the Month of September 2021

I. Maine Township Emergency Food Pantry Distribution

a. Family Boxes of Food Distributed	118
1. Adults Receiving	—
2. Children Receiving	—
b. Emergency Family Boxes of Food Distributed	—
1. Adults Receiving	—
2. Children Receiving	—
	<u>TOTAL 118</u>

II. Cash Donations and Amounts Received

Resident Donations	\$1,880.00
Business Donations	\$285.00
	\$2165.00 TOTAL



Board Report for September /October 2021

Marty Cook

Friday Night Recovery Meetings at Maine Township Attendance:

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

September 24, 2021	23 Participants
October 1, 2021	51 Participants
October 8, 2021	34 Participants
October 15, 2021	42 Participants

Events:

- A group of 16 Recovery Connection participants attended our October outing to Fright Fest at Great America
- Attended the Miracle House Fall Festival to help raise funds for Sober women in Maine Township
- Recovery Connection's weekly Sober Golf partnership with Maryville Academy came to an end for the season
- Worked with the Park Ridge Opioid awareness group on National Prescription Drug Take Back Day
- Staff participated in open house for organizations in northern suburbs that help with addiction issues

Success Story of the Month:

Jacob P grew up on the north shore, attended New Trier high school and eventually went to Michigan State for College. Throughout his life he was the class clown, so when college didn't work out he took improv classes at Second City. His growing alcohol use only aided his outgoing, larger than life personality. But as drugs entered the picture, so too did failure. He moved to LA thinking getting away from his friends in Chicago would cure him. Instead he ended up meeting others with similar problems and his life completely stalled. His parents noticed that their happy go lucky child seemed distant and depressed. In spring of 2016 they convinced him to come home and enter Holy Family Hospital's Keys to Recovery rehab center. It was there that he met Maine Township staff Nick and Marty who told him they could connect him with other young people who were staying sober...if he wanted the help. He called and we arranged for him to become a resident at the First Step House in Des Plaines . from there he chaired our Friday night meeting for 9 months, got into local plays, and built friendships, he eventually became Nick's roommate, worked with autistic children and just recently started a career in logistics, where his outstanding and cheery personality are used to move goods all over the country. Jacob rebuilt his life as a result of the Recovery Connection, and has not had a drink or drug since.

Community Outreach:

Addiction is not a 9 to 5 job and does not take holidays. Recovery Connection staff makes itself available 24 hours a day 7 days a week via a township issued cellphone to talk with families and individuals looking for help.

- Recovery Connection staff was contacted by the dean of a local High School to advise the school and a student on how to deal with her drinking problem. She attended a Friday meeting and was able to connect with other young women who took her to meetings at other times during the month.
- Staff helped a family locate an interventionist to help family guide a loved one in for treatment.

MAINESTAY YOUTH & FAMILY SERVICES
OCTOBER 2021 BOARD REPORT
RICHARD LYON, DIRECTOR

AGENCY GRANT FUNDING

We had 26 agencies apply for funding this year (23 currently funded and 3 new). The final funding hearing will take place on November 2 at 6:30 pm. During hearings, all agencies give a presentation lasting no more than ten minutes with five minutes being allocated for questions following the presentation. Board members, Administrator, MaineStay/GA/MaineStreamers Directors, and the Agency and Program Coordinator participate in the funding hearings. Branka Mackic, our Agency and Program Coordinator, has completed annual site visits of all currently funded social service agencies.

COUNSELING SERVICES

MaineStay continues to offer all clients the option to be seen in the office or via telehealth. MaineStay had 3 new completed counseling intakes in September. We now have a waiting list of 32 clients. We had 70 ongoing cases and now have a total of 73 cases in our affordable strength-based counseling program. MaineStay is honored to assist Maine Township residents who are struggling and remains committed to doing everything we can to help the mental health needs of our community during this challenging time.

FAMILY THERAPIST OPENINGS

We are still searching for two clinicians to fill our two open Family Therapist positions.

PSYCHIATRIC SERVICES

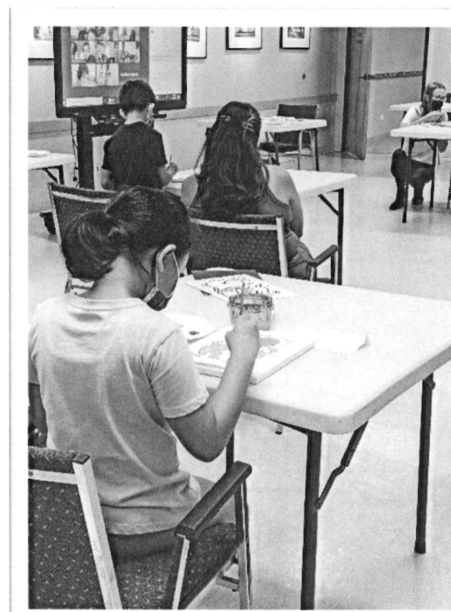
MaineStay, in partnership with Josselyn, continues to provide psychiatric services to residents via telehealth. We are currently working with a total of 57 psychiatric clients.

FEATURED STORY OF THE MONTH

A high school student came for counseling to help navigate difficult family dynamics and previous trauma. He wanted to develop healthy coping mechanisms in hopes of preparing for college this upcoming spring. His therapist utilized mindfulness exercises, journaling, and mood-tracking interventions. After several therapy sessions, the client now reports feeling better, being more in touch with his inner self, and remaining sober from drugs and alcohol for four weeks.

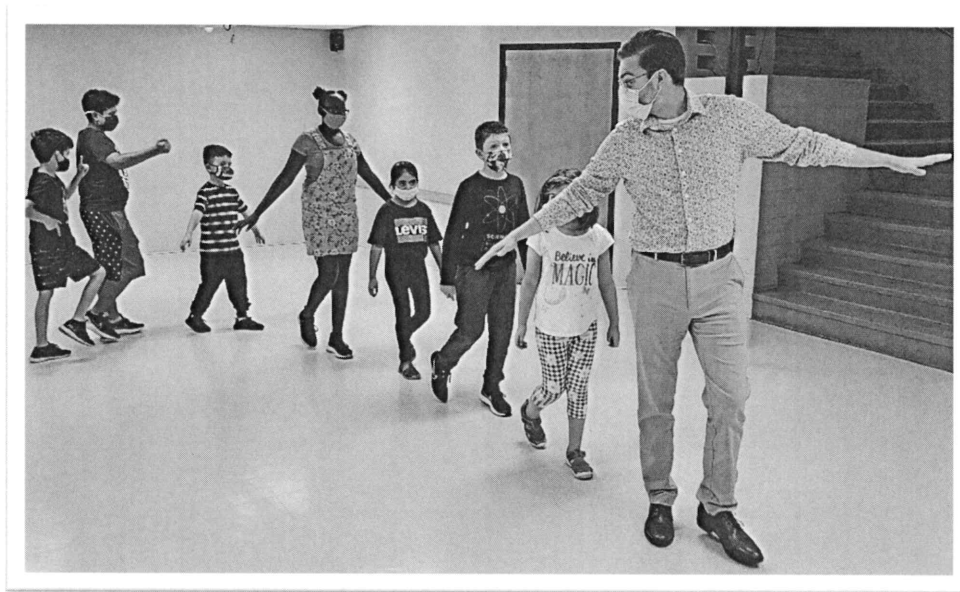
ART IN THE TOWN

Our ten-week Art in the Town program, offered in partnership with Brickton Art Center, helps children from low-income families in our community foster their artistic abilities and increase their self-confidence and social skills. Our hybrid fall session began on September 20. Participants can attend in-person in our community room or via Zoom, depending on parent preference. There are two separate sessions for ages 6-8 and 9-12.



WORKSHOP IMPROV THEATRE

We launched a new ten-week program called Workshop Improv Theatre (WIT) on September 22 for youth ages 8-14 that focuses on confidence building, expressiveness, and social skills. Through the art of comedy and fun of improv, participants will learn how to step outside their comfort zone and explore their imagination. Heavy emphasis will be placed on valuable skills such as listening, public speaking, problem solving, and teamwork. Thanks to Logan Brown, our Youth Program Coordinator, for creating this new program using his experience and background in program development and improv.



COMMUNITY EDUCATION WEBINAR

On October 7, we hosted a community education webinar entitled *Mental Health Awareness in the Community | 411 Mental Health in Urban Communities* and had 77 people in attendance. Here are select comments from participants:

"Presenters were extremely knowledgeable and did a great job!"

"Knowledgeable speakers and appreciated the diversity awareness."

"Good job as always."

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 12 years. We now have over 5,000 subscribers.

COMMUNITY INVOLVEMENT

During September, I met with Gemini Middle School to discuss potentially bringing our Future Leaders program to their school. I attended the Josselyn site visit, Human Services Networking meeting, District 207 School-Based Health Center Advisory Board meeting, and the AITCOY Executive meeting. Naomi Bowman and I met with Josselyn for our monthly meeting regarding our psychiatric services partnership.

MaineStay FY 2021-2022 Statistical Report

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	YTD
CONTACT HOURS													
Therapy	154	164	138	149	120	154	119						996
Psychiatric Services	28	20	20	17	16	21	27						148
Youth/Community Programs	1020	116	328	675	78	38	146						2400
Grand Total	1202	299	486	841	213	213	291						3545
THERAPY													
New Cases	6	13	17	11	8	10	3						68
Ongoing Cases	81	79	83	86	86	81	70						566
Total Cases	87	92	100	97	94	91	73						634
PSYCHIATRIC SERVICES													
New Clients	0	3	1	2	0	2	1						9
Ongoing Clients	60	59	62	55	57	56	56						405
Total Clients	60	62	63	57	57	58	57						414
COMMUNITY EDUCATION													
Professional Workshops				1									1
General Seminars	1		1	1	1								4
Attendees	591		70	383	39								1083
MENTORING													
Youth Participants	9	9	9	9	9	9	9						63
ART IN THE TOWN													
Youth Participants	42	38	38				28						146
WORKSHOP IMPROV THEATRE													
Youth Participants							8						8
FISH													
Incoming Calls	27	53	43	51	83	102	83						442
Total Calls	60	108	95	124	177	215	167						946
Riders Served	4	7	4	5	9	12	13						54
Rides (round trip)	8	12	12	16	29	28	20						125
Volunteer Drivers	4	6	6	10	10	10	8						54

Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

FREEDOM OF INFORMATION REQUEST

FROM:
Name: JESSEN ALEXANDER
Address: 9004 SHERRY LN
City/State/Zip: DESPLAINES, IL , 60016
Phone Number: 2242561408
Email Address: JESSENMAKATTU@GMAIL.COM

TO:
Freedom of Information Officer
Wiesia Tytko
wtytko@mainetown.com
Fax #: 847-2971335
Phone #: 847-297-2510 ext. 222
Today's Date: September 27, 2021

DESCRIPTION OF REQUESTED RECORD(S): (Describe in detail, using reverse side if necessary, or attach separate sheet).

I am the current resident of 9004 sherry ln ,Desplaines ,IL,60016. We are requesting a sketch of our property as we do not have an access/walkway to our backyard from outside .

Please indicate if you wish to inspect the records or wish a copy of them:
_____ Inspection Copy

Charges: First 50 pages at no charge, then \$.15 per page (per side) for letter or legal size document
 Oversized documents: actual cost
 Color copies: actual cost

Commercial purpose? Yes _____ No

For Office Use Only

Date Received 9/27/2021
Date Response Due 10/4/2021 MON
Received By W. Tytko

Notations _____

Maine Township
1700 Ballard Road
Park Ridge, Illinois 60068

09-26-302-
056

FREEDOM OF INFORMATION REQUEST

FROM:
Name: Nicole Axtolis

Address: 3030 Warrenville Rd, Suite 418

City/State/Zip: Lisle, IL 60532

Phone Number: 630-507-9002

Email Address: nikki@a3e.com

TO:
Freedom of Information Officer
Wiesia Tytko
wtytko@mainetown.com
Fax #: 847-2971335
Phone #: 847-297-2510 ext. 222

Today's Date: October 06, 2021

DESCRIPTION OF REQUESTED RECORD(S): (Describe in detail, using reverse side if necessary, or attach separate sheet).

To Whom It May Concern:

We are conducting a Phase I Environmental Assessment of the property located at:
Address: 320 Busse HWY, Park Ridge, IL, 60068.
PINS: 09263020560000
Project Number: 2021_1165

I am looking for information on the property that you may have including; Building Permits, Occupancy Permits, and Permits for underground storage tanks or aboveground storage tanks. Please let me know if you have any questions. Thank you for your assistance.

Please indicate if you wish to inspect the records or wish a copy of them:
_____ Inspection Copy

Charges: First 50 pages at no charge, then \$.15 per page (per side) for letter or legal size document
 Oversized documents: actual cost
 Color copies: actual cost

Commercial purpose? Yes _____ No

For Office Use Only

Date Received 10/6/2021
Date Response Due Thurs. 10/14/2021
Received By W. Tytko

Notations _____

Received
10/12/2021

Response by
Tue 10/19/2021

Wiesia Tytko

From: Gerardo Mendez <GMendez@iiffc.org>
Sent: Tuesday, October 12, 2021 4:28 PM
To: Wiesia Tytko
Subject: FOIA request for records-2021 Capital Improvement Project (Project No 22113050)

To Whom it May Concern:

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et. Seq.), the Indiana, Illinois, Iowa Foundation for Fair Contracting (III FFC) respectfully requests the following information regarding 2021 Capital Improvement Project (Project No 22113050):

1. Please provide copies of the bid tabulation.

As a not-for-profit organization serving the public interest, we respectfully request the waiver of any fees for copying the requested records. If there are any fees, please bill our office and provide us with your public agency's statutory compliant schedule of allowed fees. Once received, we will remit payment for the requested material. Please send the requested documents to the e-mail address, when possible, listed on this request. If any portion of this request is denied, please cite the specific exemption(s) that allows the denial. If the public agency has an appeal procedure, please provide the name, title and address of the person to whom the appeal should be sent.

We appreciate your handling this request as soon as possible and we look forward to hearing from you within the limits allotted by the law. This information is not for use for commercial or solicitation purposes.

Thank you,

Gerardo Mendez
Construction Analyst
**Indiana, Illinois, and Iowa Foundation
for Fair Contracting**
6170 Joliet Road, Suite 200
Countryside, IL 60525
Phone : 815-529-0250
Email: gmendez@iiffc.org

*Received
10/14/2021*

*Responded by
Thur. 10/21/2021*

Wiesia Tytko

From: Zoe Yalcin <zyalcin@smartprocure.com>
Sent: Thursday, October 14, 2021 8:37 AM
To: Wiesia Tytko
Subject: SmartProcure FOIA Request to Maine Township For PO/Vendor Information

Dear Wiesia Tytko,

SmartProcure is submitting a commercial FOIA request to the Maine Township for any and all purchasing records from 05/27/2021 (mm/dd/yyyy) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

- 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
- 2. Purchase date
- 3. Line item details (Detailed description of the purchase)
- 4. Line item quantity
- 5. Line item price
- 6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email or click on the button below to upload the information. There is no file size limitation:

[Click Here To Upload](#)

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Zoe Yalcin
Data Acquisition Specialist



Direct: 561-609-6762
Email: zyalcin@smartprocure.com