

Maine Township Board Meeting March 26, 2024

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:

https://mainetown.com/government/agendas_minutes.php

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

Others in Attendance: Attorney Kurt Asprooth, Dayna Berman, Ruba Al Ayed, Jenny Raffé, Marie Dachniwsky, Liz Coy, Kathy Sabbini, Richard Lyon, Mike Samaan, Marty Cook, Nader Ghazaleh, Nick Kanehl, Martin McAlpin, Jessica Guzman, and Eva Magnowski.

Supervisor Dimond called the meeting to order at 7:03 p.m., led the Pledge of Allegiance and Clerk Gialamas called the roll.

Agenda Item: Approval of Minutes of February 29, 2024 Board Meeting

Trustee Jones Motion to waive the reading and approve minutes of the February 29, 2024 Board Meeting.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Motion carried.

Agenda Item: Approval of Minutes of February 29, 2024 Budget Hearing for General Town Found and General Assistance

Trustee Maher Motion to waive the reading and approve minutes of the February 29, 2024 Budget Hearing for General Town Found and General Assistance.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Motion carried.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated March 1, 2024 and March 15, 2024 and General Assistance checks #55300 through check #55331 in the amount of \$41,172.59.

Trustee Jones Motion to approve.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Absent

Trustee Maher Yes
Trustee Malik Absent
Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated March 1, 2024 and March 15, 2024 and Road District checks #23321 through check #23361 in the amount of \$206,870.80.

Trustee Maher Motion to approve.
Trustee Jones Second.
Motion on a roll call vote as follows:
Supervisor Dimond Yes
Trustee Jones Yes
Trustee Horvath Absent
Trustee Maher Yes
Trustee Malik Absent
Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated March 1, 2024 and March 15, 2024 and General Town Fund checks #60878 through check #60939 in the amount of \$316,370.48.

Trustee Jones Motion to approve.
Trustee Maher Second.
Motion on a roll call vote as follows:
Supervisor Dimond Yes
Trustee Jones Yes
Trustee Horvath Absent
Trustee Maher Yes
Trustee Malik Absent
Motion carried.

Agenda Item: Public Participation

None.

Agenda Item: Old Business, Discussion and Possible Vote on Town Fund/General Assistance 2024-25 Budget

See video at 4:37

Supervisor Dimond stated that some minor adjustments were made to the Town Fund and General Assistance Final Budget for 2024-25 since the last meeting and asked the Board officials to approve it.

Trustee Maher Motion to approve the Town Fund and General Assistance Final Budget & Appropriation Ordinance for 2024-25.
Trustee Jones Second.
Motion on a roll call vote as follows:
Supervisor Dimond Yes
Trustee Jones Yes
Trustee Horvath Absent
Trustee Maher Yes
Trustee Malik Absent
Motion carried.

Agenda Item: New Business, Discussion on Internal Auditing Services/RFP

See video at 6:43

Supervisor Dimond reminded the Board officials that three years ago the contract with Lauterbach & Amen, LLP was approved for the Maine Township auditing services. She said that this is

the third year of a three-year contract. She asked the Board officials if they would like to renew the contract with Lauterbach & Amen, LLP, or post an RFP asking for quotes from new Auditors.

Administrator Berman stated that previously Chris Scalet, CPA from Evans, Marshall & Pease, P.C. provided the auditing services as well as bookkeeping and other financials for Maine Township which unfortunately was a conflict of interest. Administrator Berman said that we signed the contract with Lauterbach & Amen, LLP, and now the Audit is a very time-consuming process for us because they are asking for many extra documents that Mr. Scalet had already access to.

Supervisor Dimond believed that it was a conflict of interest using Evans, Marshall & Pease, P.C.

Administrator Berman stated that she reached out to Administrators from the other Townships and asked who they are using.

Highway Commissioner Beauvais echoed the same sentiments that Administrator Berman mentioned and stated that there is an increase in workload in his department with the latest Auditor. Highway Commissioner Beauvais pointed out that the Highway Department and Township should do the Audit together so as not to increase its costs. He pointed out that he would like to get at least three other quotes from different Auditors.

Comments and Questions.

Supervisor Dimond asked Administrator Berman to get an RFP from Lauterbach & Amen, LLP and at least two other firms.

The topic was postponed to the next meeting.

Agenda Item: New Business, Discussion and Possible Vote on Roof Consultants

See video at 16:11

Maintenance Director Samaan presented to the Board estimates from two different Roofing Consulting companies. His recommendation was Century Roof Consultants. Mr. Samaan stated that the base contract is \$4,800, a \$300 charge per contractor for a pre-qualification to ensure that they qualified to work on the Township roof, and a charge of \$90 an hour for onsite observation.

Questions from the Board officials.

Trustee Jones	Motion to enter into a contract with Century Roof Consultants.
Trustee Maher	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Discussion and Possible Vote on Engaging Salary Study/Compensation Analysis

See video at 24:18

Supervisor Dimond reminded the Board that at the last meeting, there was a discussion about an interest in engaging a company to do a salary study. She said that two Compensation Study Proposals were obtained: one from McGrath Human Resources who also did a study five years ago and the second from HR Resource. Supervisor Dimond asked if the Board would like to vote to accept the quote from McGrath Human Resources or HR Resource to do a Salary Study.

Trustee Maher stated that he would like to table this matter until all Trustees are present.

Trustee Maher	Motion to table the Discussion and Possible Vote on engaging Salary Study/Compensation Analysis.
Trustee Jones	Second.
Motion on a roll call vote as follows:	
Supervisor Dimond	Yes
Trustee Jones	Yes
Trustee Horvath	Absent
Trustee Maher	Yes
Trustee Malik	Absent

Motion carried.

Agenda Item: New Business, Discussion on the Usage of the Maine Township Attic
See video at 27:32

Trustee Maher stated that Robert Carrozza took him for a kind of tour and he did not realize that we have a very large and cool-looking attic. Trustee Maher said that the attic is filled up with boxes of documents, some of which are dated from 1995. He suggested to organize this space and use it for some of our services.

Supervisor Dimond stated that we have to comply with the Public Records Act and there are documents that have to be maintained for a certain period of time. She pointed out that our Staff periodically checks documents that can be destroyed but the truck during the Shredding Event fills up quickly and there is no room for our boxes.

Attorney Asprooth stated that in order to destroy some documents we have to get a certificate from the Archives.

Agenda Item: New Business, Discussion on Attendance for the Neighborhood Watch Meeting
See video at 30:37

Trustee Maher stated that he attended the Neighborhood Watch Meeting with only four people and pointed out that we have to figure out how to improve the poor attendance. Trustee Maher said that he got the implication from Penny Mateck from the Cook County Sheriff's Police Department that a low attendance might cause cancelation of the Fire Department and Police officials coming to the meetings.

Discussion.

Trustee Jones pointed out that in the past many people were attending the Neighborhood Watch Meetings. Trustee Jones stated that the Neighborhood Watch Meetings are in the Mainely News and social media, on the Marquee and Agenda, plus she announces them during every Board Meeting. Trustee Jones said that she would love to hear new ideas on how to boost attendance.

Agenda Item: New Business, Discussion & Circulation of Supervisor's Annual Financial Report
See video at 34:34

Supervisor Dimond asked the Board officials if they had any questions or comments regarding the Supervisor's Annual Financial Report.

No questions or comments.

Supervisor Dimond circulated the Supervisor's Annual Financial Report for the Board members' signatures.

Agenda Item: Officials' Reports

Supervisor Dimond stated that Blue Cross Blue Shield sent out a letter to our Staff that it will no longer offer a Grandfather Plan that we were under for so many years. Supervisor Dimond stated that Cathrine Sbarra would be here at the next meeting with updated information.

Assessor Krey shared the summary of the taxpayers' services and stated that there was a big increase in providing services in 2023 compared to last year. Assessor Krey stated that the Assessor's office is processing the Senior Freeze applications. Additionally, the Veterans with Disabilities Exemptions applications are available. Her Staff is continually busy.

Highway Commissioner Beauvais stated that his department was very busy during February due to the good weather. Highway Commissioner Beauvais said that the Highway Department is working on getting a Federal Grant through Congressman Quigley's office. Also, he said that recently the Investing Cook County Grant Application was submitted with letters of support from local leaders. Highway Commissioner Beauvais said that the money would go toward projects like bike lanes and completing a sidewalk on Church in our unincorporated area.

Clerk Gialamas stated that his office is in the process of finalizing details for the Annual Town Meeting (ATM). Clerk Gialamas announced that per Trustee Malik's suggestion, our Moderator for the ATM will be Andrew Quadros, a local leader in the Indian-Pakistani community. He said that Trustee Maher again will serve as a parliamentarian. Clerk Gialamas stated that after that we will start planning for National Night Out and the first meeting will be scheduled by the end of May.

Supervisor Dimond stated that after a meeting with Mr. Steven Andrews and Ms. Beth Gonzales from PACE regarding improving public transportation in Maine Township, she wrote a letter to PACE asking to modify the route of the Niles Free Bus that could include a stop at the Maine Township's parking.

Trustee Jones thanked Trustee Maher for doing the Neighborhood Watch Meeting last month. Trustee Jones announced that the next Neighborhood Watch Meeting will be on Wednesday, April 3rd, 2024, at 7:00 p.m. Trustee Jones thanked Empowering Women for the Certificate of Appreciation that she received, and stated that this is a great organization that does a lot of good work. Trustee Jones wished everyone a Happy Holiday Season.

Trustee Maher wished Happy Holidays to everybody.

Supervisor Dimond announced that changes were made to the General Assistance Fund. Supervisor Dimond stated that since 2017, a rental subsidy for the people who qualify to receive rental assistance was \$350 and because of the inflation now equals to \$444. Supervisor Dimond said that she raised rental assistance to \$450.

Supervisor Dimond announced the upcoming Events:

- April 3, 2024 Neighborhood Watch Meeting
- April 9, 2024 Annual Meeting
- April 17, 2024 TOI Lobby Day
- April 25, 2024 Catalytic Converter Etching event
- May 18, 2024 Electronics recycling event
- May 27, 2024 Park Ridge Parade
- June 7-8, 2024 Dumpster Days
- June 15, 2024 Paper Shredding Event
- July 4, 2024 Niles and Des Plaines parades

For more detailed Officials' Reports see the video at 35:29

Agenda Item: Closed/Executive Session for the purpose of discussing (1) litigation which is probable or imminent; (2) security procedures, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property, and (3) discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Trustee Maher Closed/Executive Session for the purpose of discussing (1) litigation which is probable or imminent; (2) security procedures, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property, and (3)

discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Motion carried.

The Board re-convened in an Open Session at 8:18 p.m.

Clerk Gialamas called the roll.

Agenda Item: Adjournment

Trustee Jones Motion to adjourn.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Dimond Yes

Trustee Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Motion carried.

The meeting was adjourned at 8:19 p.m.

Maine Township Clerk