

Maine Township Board Meeting March 24, 2026

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 Jones, Trustees: Maher, Lynch, Clerk Gialamas, Assessor Moylan Krey and Highway Commissioner Beauvais.

Others in Attendance: Attorney Kurt Asprooth, Robert Flinn, Richard Lyon, Mike Samaan, Michael Pitzafarro, Julie Fregetto, Judy Fregetto, and Eva Magnowski.

Supervisor Jones called the meeting to order at 7:02 p.m., led the Pledge of Allegiance and Clerk Gialamas called the roll.

Agenda Item: Approval of Minutes of February 24, 2026 Board Meeting

Trustee Maher commented that his official remarks from the previous meeting, which included congratulating MaineStay Family Therapist Summer Zumbrock, and commenting on a high school basketball game, were not included in the minutes.

Trustee Maher clarified he was making a comment for the record and did not wish to amend the minutes.

Trustee Maher Motion to waive the reading and approve minutes of the February 24, 2026 Board Meeting.

Trustee Lynch Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated February 27, 2026 and March 13, 2026, Ach/Wire payments and General Assistance checks #57687 through check #57703 in the amount of \$35,807.61.

Trustee Lynch Motion to approve.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated February 27, 2026 and March 13, 2026, Ach/Wire payments and Road District checks #25762 through check #25795 and authorize the Supervisor to issue Checks in payment of \$139,478.07.

Trustee Maher Motion to approve.

Trustee Lynch Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes
Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated February 27, 2026 and March 13, 2026, Ach/Wire Payments and General Town Fund checks #63342 through check #63423 in the amount of \$378,662.52.

Trustee Lynch Motion to approve.
Trustee Maher Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Public Participation

None.

Agenda Item: Old Business, Discussion and Possible Vote to Amend the Hiring Discretion Policy

See video at 4:04

Supervisor Jones pointed out that during the last meeting, the Board agreed they only needed to vote on appointments for the positions of Administrator, Deputy Administrator, HR Generalist, Director and Assistant Director.

The Board confirmed that this was their prior consensus.

Trustee Maher Motion to amend Maine Township Hiring Discretion Policy as presented in the pamphlet, a (3) three-page document.
Trustee Lynch Second

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Old Business, Discussion and Possible Vote on Resolution Adopting a General Assistance Policy Pursuant to the Illinois Public Aid Code

See video at 5:39

Supervisor Jones referred to a previous meeting where a resolution to adopt a General Assistance Policy was discussed with Attorney Katie Nagy. The policy was prepared with the goal of reducing General Assistance Fund reserves by reallocating certain administrative expenses from the Town Fund into the General Assistance Fund.

Trustee Maher Motion to approve Resolution 2026-3, a resolution adopting a General Assistance Policy Pursuant to the Illinois Public Aid Code; consisting of a (2) two-page document with an attached Exhibit A that is three pages long.
Trustee Lynch Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes
Trustee Horvath Absent
Trustee Maher Yes

Trustee Malik	Absent
Trustee Lynch	Yes

Motion carried.

Agenda Item: New Business, Circulation of Supervisor’s and Highway Commissioner’s Annual Reports
See video at 6:58
The Supervisor’s Annual Financial Reports were distributed to Board members for signatures.

Agenda Item: New Business, Discussion of Solid Waste Collection and Recycling Services
See video at 7:07
This agenda’s item involved a brief discussion on solid waste and recycling services, for which an RFP will be issued.

Agenda Item: New Business, Discussion and Possible Vote on Website Accessibility Compliance Options
See video at 7:53
MaineStay Director Lyon reported that the U.S. Department of Justice has issued a final rule under Title II of the Americans with Disabilities Act, establishing web and mobile accessibility requirements for state and local governments. Compliance requires conformance with WCAG 2.1 Level AA, with a deadline of April 24, 2026, for entities of the Township’s population size. He warned that failure to comply could lead to legal and financial risks, including potential litigation or Department of Justice enforcement actions. He recommended a two-pronged approach (Options 2 or 3): conducting a full accessibility scan and remediation through the Township’s website provider (Revize) to fix code issues, and installing an accessibility widget to allow users to adjust display settings like contrast, font size, cursor size, highlighting links, etc. Director Lyon stated this combined strategy offers strong liability protection and enhances accessibility for all users. Four options from Revize were presented, along with a comparative quote from an outside vendor.
He provided a brief demonstration of the accessibility widget and its features.

Mr. Lyon recommended Option 3, noting it provides ongoing monitoring and the strongest long-term compliance protection.

Questions from the Board were answered by MaineStay Director Lyon.

Trustee Lynch	Motion to adapt the Option 3 with one (1) scan and annual remediation with the widget at a cost of \$1,975.00.
Trustee Maher	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Discussion and Possible Vote on Clinical Observation and Recording System Improvements
See video at 33:08
MaineStay Director Lyon presented a proposal from Intelligent Video Solutions to upgrade the department’s aging video recording equipment used for counseling sessions. He stated that the current system, which is 14 years old, needs replacement due to poor audio/video quality and security risks from outdated proprietary software. He explained that, with client consent, MaineStay uses recorded sessions to support supervision and review for intern therapists in the internship program, and for staff working toward advanced credentials. Graduate programs require students to record sessions for supervision and training, and staff increasingly use recordings for certifications like Play Therapy and EMDR. After reviewing bids, he recommended Intelligent Video Solutions (IVS) based on improved security, flexibility, and support. The system costs about \$26,900 initially, with an annual maintenance fee of \$1,350, and may be eligible for grants.

He said the upgrade would improve training, certification, data security, and service quality for residents.

Trustee Maher suggested delaying the decision until the entire board is present, citing cost and absent members.

Since there is no urgency, the Board agreed to table the decision until the next meeting.

Trustee Maher	Motion to table the vote on the Clinical Observation and Recording System Improvements, as presented by MaineStay Director Lyon, until the next meeting.
Trustee Lynch	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Discussion and Possible Vote to Hire Temporary Worker – Bookkeeping
See video at 43:54

Supervisor Jones explained that Administrator Rizzo has been handling multiple roles, including administration, deputy administration, bookkeeping, and HR. She also noted the part-time bookkeeper is resigning, with Friday being her last day. She stated that to maintain operational continuity during staffing changes before new hires start, it may be necessary to hire a temporary worker. She proposed hiring a temporary employee to handle bookkeeping until a permanent replacement is found, at a rate of \$25 to \$40 per hour, depending on experience.

There was a brief discussion.

Trustee Lynch	Motion to hire a temporary worker to perform bookkeeping duties.
Trustee Maher	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Discussion and Possible Vote on Landscaping Agreement
See video at 43:07

Maintenance Director Samaan presented three landscaping estimates:

- Landscaping Express: \$12,330
- Victor's F Landscaping: \$15,050
- NJ Castilo Landscaping (current provider): \$11,400

He recommended NJ Castilo Landscaping, noting they have served the Township for over 20 years, and offer the lowest cost. Their work was confirmed to be of good quality.

Trustee Lynch	Motion to approve the proposal from NJ Castilo Landscaping.
Trustee Maher	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: New Business, Discussion and Possible Vote to Amend the Fund Balance Policy
See video at 48:37

The Board reviewed and amended the Township's fund balance policy. The revised policy reduces the minimum required fund balance from 100% (one year) to 75% (nine months) of the average annual expenditures over the previous three fiscal years. The change was made to maintain a stronger financial cushion, including in anticipation of a potential property purchase to be discussed in closed session.

Trustee Lynch	Motion to amend the fund balance policy from one year to nine months.
Trustee Maher	Second.

Motion on a roll call vote as follows:

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

Motion carried.

Agenda Item: Officials' Reports

Assessor Krey reported that her office is currently accepting Senior Freeze exemption applications, with a deadline of April 21st. She also noted that property tax bills are due April 1st, and recommended paying online through the Treasurer's Office or in person at Chase Bank to ensure proper receipt and avoid potential mail delays.

Highway Commissioner Beauvais expressed sincere gratitude to his staff for their hard work during a challenging March with snow, wind, and flooding. Despite the conditions, staff continued to serve the Township diligently.

Clerk Gialamas congratulated Highway Commissioner Beauvais on his recent award at the Park Ridge Night of the Stars, recognizing his dedication and contributions to the community. He also reminded everyone of the Annual Town Meeting scheduled for April 14th, at 7:00 p.m. at Town Hall.

Trustee Lynch shared a success story about a woman who, after joining Recovery Connection eight years ago and struggling with addiction and dropping out of high school, has now become a trial lawyer. She highlighted this as an example of the program's meaningful impact in supporting recovery and transforming lives.

Trustee Maher reported attending a Niles Chamber of Commerce event involving a Maine Township funded agency supporting adults with disabilities, noting its positive impact as reflected in a parent's testimony about her son's lifelong benefits from the services. He also noted the Maine Township's membership in the Metropolitan Townships Association and mentioned an upcoming June event, calling it a valuable resource for learning and collaboration.

Supervisor Jones announced that Food Pantry Director Michael Pitzaferrero has been nominated for a Niles Chamber award, with voting starting the next day and encouraged support through the Chamber's website. Supervisor Jones expressed her appreciation to Highway Commissioner Beauvais for being honored with a Community Star award at the Park Ridge Night of the Stars event. Supervisor Jones noted the well-attended St. Patrick's Day luncheon hosted by the Mainstreamers and commended them for a successful event. Finally, she congratulated the Maine Township junior varsity hockey team for winning the state championship at Allstate Arena, with the varsity team finishing second. Supervisor Jones reviewed upcoming community events including Neighborhood Watch on April 1st, a North Shore Legal Aid Tenants' Rights presentation on April 7th, the Annual Town Meeting on April 14th, E-Waste Recycling on April 18th, a Shredding Event on May 16th, and a Community Resource Fair on June 27th.

For more detailed Officials' Reports see the video at 51:36

Agenda Item: Closed/Executive Session – pursuant to Section 2(c)(1) of the Open Meetings Act; discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; and pursuant to Section 2(c)(5) of the Open Meetings Act to discuss the purchase

or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and pursuant to Section 2(c)(11) of the Open Meetings Act litigation which is probable or imminent; review and approval of closed session minutes (ILCS 5/120/2.06).

Trustee Lynch Motion to go into Closed Session.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

The Board re-convened in an Open Session at 8:44 p.m.

Trustee Lynch Motion to return in open session.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

Agenda Item: Approval of April 14, 2026 Annual Town Meeting Agenda

See video at 1:01:11

Trustee Lynch Motion to approve the April 14, 2026 Annual Town Meeting Agenda.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

Agenda Item: Adjournment

Trustee Lynch Motion to adjourn.

Trustee Maher Second.

Motion on a roll call vote as follows:

Supervisor Jones Yes

Trustee Horvath Absent

Trustee Maher Yes

Trustee Malik Absent

Trustee Lynch Yes

Motion carried.

The meeting was adjourned at 8:46 p.m.