

Maine Township Board Meeting May 22, 2018

Maine Township Board meeting has been videotaped.

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

Indexed agenda at:

http://mainetown.com/wp-content/uploads/2018/05/agenda_18-05-22.pdf

Board Members Present: Trustees Jones, Carrabotta, McKenzie and Sweeney

Other Elected Officials Present: Supervisor Morask, Clerk Gialamas, Assessor Moylan Krey and Highway Commissioner Kazmierczak

Other in attendance: Dayna Berman, Denise Jajko, Doriene Prorak, Elizabeth Coy, Richard Lyon, Michael Samaan, Ryan McKenzie, Marie Dachniwsky, Dick Barton, Dagmar Rutzen, Marsha Warnick, Donna Adam, Keri-Lyn Krafthefer, Catherine Sbarra, Mary Upson, Sharon McLaughlin, Joe Egan, and Wiesia Tytko

Supervisor Morask called the meeting to order at 7:35 p.m., Clerk Gialamas led the Pledge of Allegiance and called the roll.

Agenda Item: Approval of Minutes of April 3, 2018 Supervisor's Annual Financial Statement Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the April 3, 2018 Supervisor's Annual Financial Statement Meeting.

Trustee McKenzie Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of April 24, 2018 Bill Pay Review

Trustee Jones Motion to waive the reading and approve the minutes of the April 24, 2018 Bill Pay Review.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of April 24, 2018 Board Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the April 24, 2018 Board Meeting.

Trustee McKenzie Second.

Trustee Sweeney asked for corrections in the minutes in Public Participation item.

Supervisor Morask suggested mentioning the names of public participants and refer their comments to the video.

Trustee Jones Motion to amend the previous motion to refer public participants' comments to "see the video".

Trustee McKenzie Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of May 8, 2018 Special Board Meeting

Trustee McKenzie Motion to waive the reading and approve the minutes of May 8, 2018 Special Board Meeting.

Trustee Carrabotta Second.

Trustee Sweeney presented her corrections to the April 17, 2018 Special Board meeting minutes.

Trustee Sweeney Motion to waive the reading and approve the amended minutes of April 17, 2018 Special Board meeting.

Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Public Participation
None.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated May 4, 2018 and May 18, 2018 and General Assistance checks #51273 through check #51326 in the amount of \$79,973.98.

Trustee Sweeney Motion to approve.

Trustee Carrabotta Second

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated May 4, 2018 and May 18, 2018 and Road District checks #20359 through check #20403 in the amount of \$222,802.24.

Trustee Carrabotta Motion to approve.

Trustee Jones Second.
 Motion carried on a roll call vote as follows:
 Supervisor Morask Yes
 Trustee Jones Yes
 Trustee Carrabotta Yes
 Trustee McKenzie Yes
 Trustee Sweeney Yes
 Motion carried.

Agenda Item: Approval of General Town Fund Expenditures
 Payrolls dated May 4, 2018 and May 18, 2018 and General Town Fund checks #55900 through
 check #55979 in the amount of \$352,440.40.

Trustee Jones Motion to approve.
 Trustee Carrabotta Second.
 Motion carried on a roll call vote as follows:
 Supervisor Morask Yes
 Trustee Jones Yes
 Trustee Carrabotta Yes
 Trustee McKenzie Yes
 Trustee Sweeney Yes
 Motion carried.

Agenda Item: Personnel, Discussion/Vote on hiring full-time program coordinator for the
 MaineStreamers Department

Marie Dachniwsky, MaineStreamers Director stated that MaineStreamers' staff was reduced from
 5 employees to 3. Her department has proven to be efficient without eliminating any existing programs in
 the last 6 months. She stated that Oksana Bukaczyk currently works in the MaineStay Department
 expressed her interest working in the Senior Department. Ms. Dachniwsky stated that Ms. Bukaczyk
 would be a perfect fit for the open position in the Senior Department. She asked the Board for their
 consideration to hire Ms. Bukaczyk for the Program Coordinator.

Supervisor Morask pointed out that this position transfer is incorporated in the new budget and a
 new hire for Agency Funding Coordinator will be at a lower starting salary.

Supervisor Morask stated that Ms. Bukaczyk truly showed a great work ethics over 11 years
 working for Maine Township.

Trustee McKenzie Motion to approve hiring Oksana Bukaczyk as a full-time
 MaineStreamers Program Coordinator with the salary of
 \$46,227.00 with benefits and starting date of June 4, 2018.
 Trustee Carrabotta Second.
 Motion carried on a roll call vote as follows:
 Supervisor Morask Yes
 Trustee Jones Yes
 Trustee Carrabotta Yes
 Trustee McKenzie Yes
 Trustee Sweeney Yes
 Motion carried.

Agenda Item: Personnel, Approval to hire part-time payroll/finance/personnel assistance to assist
 Denise Jajko

Supervisor Morask stated that we are seeking a part-time assistant for Denise Jajko's office at \$15.00 and no benefits. She added that they are getting resumes for this position.

Supervisor Morask proposed to the Board to have authority to hire a part-time accounting assistant after interviewing candidates.

Supervisor Morask Motion to approve hiring a part-time payroll/finance/personnel assistant at rate of \$15.00 per hour, for 18-19 hours a week and no benefits.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Old Business, Approval of Health Insurance renewal

Supervisor Morask stated that Catherine Sbarra, Health Insurance Broker had a presentation on the renewal of the health insurance at the last Board meeting. She did a wonderful job on negotiating the rates and locked in the final increase at 6.38%.

Supervisor Morask stated that this increase is built in the new revised budget and asked for approval of the health insurance renewal.

Trustee Carrabotta Motion to approve Health Insurance Renewal as presented.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Old Business, Presentation/discussion and possible vote on RFPs for Upgrade of Safety Measures focused on Making Maine Township a Hard Target

Trustee Carrabotta Motion to table the discussion on RFP for Upgrade of Safety Measures focused on Making Maine Township a Hard Target until June 26th Board meeting.

Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee Carrabotta Yes

Trustee McKenzie Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Old Business, Discussion and potential action on the following Procedures and Policies as submitted by Trustees Carrabotta, McKenzie & Sweeney: Parliamentary Authority, Establishing Agenda Items, Public Access Counselor, Interaction with IMRF, Township Elected Officials' Access to Public Records, Policy and Procedure, Board Packets,

Minutes and Board Meeting Video Recording, Record Retention, Posting Financial and Other Records on our Website

Supervisor Morask asked for a motion to table voting on proposed Procedures & Policies since the attorney is still receiving and reviewing this matter.

Supervisor Morask Motion to table voting on Procedures & Policies until input is received and is reviewed by attorney.
Trustee Sweeney Second.

Trustee Sweeney thanked Attorney Krafthefer for revising proposed Procedures & Policies and added that in her opinion some of the policies needed to be in place already since they continue to be a problem for not having something formally approved.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes
Trustee Jones Yes
Trustee Carrabotta Yes
Trustee McKenzie Yes
Trustee Sweeney Yes

Motion carried.

Agenda Item: New Business, Motion to approve staff performance-based increases as presented and/or cost of living increases tied to CPI of 2.0% for staff, 1.5% for department heads.
Discussion & Vote

Supervisor Morask Motion to approve staff performance-based increases as presented and/or cost of living increases tied to CPI of 2.0% for staff, 1.5% for department heads.
Trustee Jones Second.

There was a lengthy discussion with the suggestion of one-time bonuses to be given to the employees instead of salary increases. See video at 31:50.

Supervisor Morask pointed out that the new revised budget includes the proposed increases and added that the salary line item was decreased from the last year's budget by at least \$200,000.00.

Trustee McKenzie Motion to recess.
Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes
Trustee Jones Yes
Trustee Carrabotta Yes
Trustee McKenzie Yes
Trustee Sweeney Yes

Motion carried.

The Board re-convened at 8:38 p.m.

Trustee McKenzie Motion to table staff performance-based increases as presented and/or cost of living increases tied to CPI of 2.0% for staff, 1.5% for department heads.
Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: New Business, Approval of 2018-19 Town Fund/GA Budget

Supervisor Morask presented the Ordinance 2018-1-A and Ordinance 2018-1-B. She explained that they are the same budgets which reflect two different numbers in the Assessor’s budget.

Trustee Carrabotta thanked Assessor Moylan Krey for her effort lowering the previous budget but suggested approving the lower cost budget.

Elizabeth Coy, Chief Deputy Assessor expressed her comments regarding Assessor office and their budget.

Supervisor Morask stated that the Assessor’s office is very frugal and suggested approving Budget B with a higher Assessor budget.

Supervisor Morask	Motion to waive the reading and approve the Maine Township General Town and General Assistance Fund Ordinance 2018-1-B.
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Trustee Jones	Second.
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Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	No
Trustee McKenzie	No
Trustee Sweeney	No

Motion failed.

Supervisor Morask	Motion to waive the reading and approve the Maine Township General Town and General Assistance Fund Ordinance 2018-1-A.
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Trustee Carrabotta	Second.
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Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Supervisor Morask	Motion to amend the previous motion and waive the reading and approve the Maine Township General Town and General Assistance Fund Ordinance 2018-1-A, Budget & Appropriation Ordinance for the year 2018-2019, with General Town Fund of \$3,851,350.00, General Assistance Fund of \$824,900.00 and total appropriations of \$4,676,250.00.
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Trustee Carrabotta	Second.
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Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
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Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: New Business, Approval of 2018-19 Road & Bridge Budget

Supervisor Morask presented the Road District Ordinance 2018-RB-1 for approval.

Trustee Sweeney	Motion to waive the reading and approve the Maine Township Road District Ordinance 2018-RB-1, Budget & Appropriation Ordinance for the year 2017-2018 with the total appropriation of \$1,968,995.00.
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Trustee Carrabotta	Second.
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Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes
Trustee Carrabotta	Yes
Trustee McKenzie	Yes
Trustee Sweeney	Yes

Motion carried.

Agenda Item: Officials' Reports

Supervisor Morask stated that the Maine Township website is launched at www.maintown.com.

Supervisor Morask thanked all the Board members for their input and the department heads for their hard work preparing the budget for passing.

Trustee Jones stated that she attended all the Special Board meetings in the month of April and May. She also attended the 90+ Birthday Party, Senior Expo, which all were very well attended and fantastic.

Trustee Jones stated that Highway Commissioner Kazmierczak and she attended the Metropolitan Water Reclamation District meeting where the flooding in the area was discussed.

Trustee Carrabotta stated that there is a great deal of positive in the Township. He added that due to team effort and everybody's hard work, a fantastic job was done preparing the 2018-2019 budget.

Trustee Carrabotta added that he enjoyed the 90+ Birthday Party for the Maine Township seniors and also attended a very informative TOCC meeting in Countryside. He congratulated Marty Cook on the great work his department does and on a great article in the paper.

Trustee Sweeney stated that she attended the 90+ Birthday Party and extended her thanks to staff and everybody who worked very hard on this year's budget.

Clerk Gialamas wished everyone a safe and beautiful Memorial Day weekend.

Highway Commissioner Kazmierczak thanked his staff especially Dawne Hayman for helping with the revisions to Road District budget.

Assessor Moylan Krey reported that 642 appeals and 1001 permits were filed in her office since they were open for appeals.

Assessor Moylan Krey stated that she attended the 90+ Birthday Party and the Senior Expo. She did a presentation for Center of Concern with questions and answers at the end. She added that she did two reach out presentations for appeals at the Des Plaines Library and at the Maine Township Town Hall. Assessor Moylan Krey attended the very informative presentation done by the Cook County Recorder of Deeds in Glenview.

Assessor Moylan Krey thanked her employees for their hard work and support she also thanked Trustees who showed their support for the Assessor office.

Agenda Item: Attorney's Report

Keri-Lyn Krafthefer, Maine Township Attorney complimented the Board on working together with different views and approaches to benefit the taxpayers.

Supervisor Morask introduced a new Maine Township Coder Enforcement Officer, Nadar Ghazaleh. Mr. Ghazaleh stated that he will do his best in serving the unincorporated area residents.

Michael Samaan, Maintenance Director gave an update on resolving the mold and seepage issue in the building.

Agenda Item: Administrator's Report

Administrator Berman had nothing to add to her written report.

Agenda Item: Closed Session

Agenda Item: Adjournment

Supervisor Morask	Motion to adjourn.
Trustee Carrabotta	Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 9:15 p.m.

Maine Township Clerk