

ANNUAL TOWN MEETING
APRIL 10, 2018

The Annual Town Meeting for Maine Township was called to order at 7:00 p.m. by Clerk Peter Gialamas. Clerk Gialamas welcomed everyone in attendance to the Maine Township 168th Annual Town meeting.

Clerk Gialamas asked everyone to rise and Park Ridge Boy Scouts Troop #1 presented the Colors and lead everyone in the Pledge of Allegiance.

Clerk Gialamas announced that the purpose of the meeting was to inform the electorate of our Township's financial status and to act upon certain resolutions to be presented at the meeting.

Clerk Gialamas introduced Deputy Clerks Rosalind Luburich, Annette Galante, Cathy Fredericksen and Chief Deputy Clerk Wiesia Tytko. He stated these employees are responsible for making the Clerk's office operate so smoothly. Clerk Gialamas stated that he is proud to announce that in the fiscal year 2017-2018 his office processed 3,753 passport applications and 11,916 Cook County vehicle stickers. He thanked his staff added that once again it proves how hard his staff works on a daily basis.

Next Clerk Gialamas introduced Maine Township Elected Officials, starting with Trustees the Honorable: Kimberly Jones, David Carrabotta, Claire McKenzie and Susan Sweeney, Highway Commissioner, the Honorable Walter Kazmierczak, and Assessor, Honorable Susan Moylan Krey who was absent. Lastly, Clerk Gialamas introduced Maine Township Supervisor, Honorable Laura Morask. Clerk Gialamas welcomed guests: previous Highway Commissioner Robert Provenzano and previous Clerk Gary K. Warner.

Clerk Gialamas recognized Trustee Jones for the purpose of making a nomination for a moderator. Trustee Jones nominated Mr. Peter Ryan to serve as Moderator of the meeting. There were no other nominations and it was seconded by Mr. Dick Barton. The motion was approved and passed by a show of hands with voting cards.

Clerk Gialamas administered the Oath of Moderator to Mr. Peter Ryan. Moderator Ryan stated that he is honored to be a part of this special meeting and he thanked Clerk Gialamas for being invited. Moderator Ryan stated that he served as Maine Township Trustee for four years. He appointed Maine Township Attorney Dan Dowd as Parliamentarian.

Moderator Ryan asked Clerk Gialamas to present the minutes of the 2017 Annual Town Meeting for approval. Clerk Gialamas stated that the minutes were distributed earlier and requested that the minutes be approved and that the reading be waived. Trustee Kimberly Jones made a motion to approve the 2017 Annual Town meeting minutes and it was seconded by Mr. Robert Provenzano. The motion to waive the reading and approve the minutes passed, by a show of hands with voting cards.

Moderator Ryan asked if there were any special town meetings held during the year.

Clerk Gialamas stated that there were two special meetings. The first Special Board meeting was held on December 19, 2017. This meeting was held for the sole purpose to discuss and adopt the General Town Fund, General Assistance and Road District Tax Levies for the year 2017. The second Special Board meeting was held on February 12, 2018. This meeting was held to go to the Closed Session for the sole purpose of discussion of performance and compensation of specific employees of Maine Township.

Moderator Ryan asked Clerk Gialamas if the Annual Financial Reports for the General Town, General Assistance and Road & Bridge Funds were distributed prior to the Annual Town meeting.

Clerk Gialamas stated that the Annual Financial Reports were distributed before the Annual Town meeting and they are displayed in the hallway and available for reviewing.

Moderator Ryan asked Supervisor Morask to present her Annual Report and introduce the Maine Township staff. Supervisor Morask presented the Supervisor's Annual Report:
See attached.

Moderator Ryan asked Clerk Peter Gialamas to present the Sgt. Karen Lader Memorial Good Citizen Award. Clerk Gialamas stated that Bob Neil, a father of one, has been a foster parent to 38 children over the years. Bob had a 40-year career with the Des Plaines Police Department both as an officer and as a court liaison. His interaction with local youth began in 1971 when he became the Des Plaines Police Department's first "Officer Friendly." Bob is very active, has a leadership role in national and international clowning organizations, he often donates his clowning time to civic events and churches. Bob Neil volunteers in many areas and dedicates countless hours to improve the Maine Township community. Bob has been a member, volunteer and served on many Maine Township organizations. Bob exudes kindness and concern whether he is talking to a young person or to adults. He is a genuinely nice guy who cares for

everyone in the community. He is a kind person who is a rare gift to this world and who is constantly looking for ways to enrich the lives of others.

Clerk Gialamas stated that he has been honored and privileged to know Bob Neil for the past decade. Clerk Gialamas presented the Sgt. Karen Lader Memorial Good Citizen Award to Bob Neil.

Moderator Ryan requested that Supervisor Morask present the resolutions for approval by the electors.

Supervisor Morask presented Resolution 2018-3 to establish the township fiscal year to begin March 1, 2018 and end February 28, 2019 and Trustee Carrabotta moved its approval. The motion was seconded by Mr. Warner and passed by a show of hands with voting cards.

Supervisor Morask presented Resolution 2018-4 setting the next Annual Town Meeting for April 9, 2019 at 7:00 p.m. at the Maine Township Town Hall, 1700 Ballard Road in Park Ridge. Mr. Provenzano moved its approval. The motion was seconded by Mr. Warner and passed by a show of hands with voting cards.

Supervisor Morask presented Resolution 2018-5 to approve compensation for the Moderator in the amount of \$75.00 and Ms. Sharon McLaughlin moved its approval. The motion was seconded by Mr. Barton and it passed by a show of hands with voting cards.

Moderator Ryan stated that it was his pleasure to conduct the Maine Township Annual Town meeting and he would donate \$75 to the Maine Township Emergency Food Pantry.

Moderator Ryan announced that the business of the meeting was now concluded and asked if there were any more comments.

Moderator Ryan entertained a motion to adjourn the meeting and Trustee Jones moved its approval. The motion was seconded by numerous votes and passed on a voice vote. The meeting adjourned at 7:58 p.m.

Town Clerk

I want to welcome everyone here tonight to Maine Township's 168th Annual Town Meeting.

It is my pleasure to report to you the many accomplishments and services that our Township offered from March 1, 2017 to February 28, 2018. We had numerous "firsts" thanks to our dedicated and loyal staff and caring elected officials.

I am extremely proud of our Administrator, Department Heads and entire staff. They do their jobs day in and day out and have earned my respect and the respect of the residents that they serve on a daily basis.

First, I want to acknowledge my **Administrative Assistant, Doriene Prorak**. Doriene admirably handled the transition of the newly elected board, and made sure elected officials were equipped with all required materials. This is in addition to her incredible skill, patience, diligence and help assisting me on a daily basis in my Supervisor's job.

Doriene spearheaded the intensive initial research into my proudest initiative -the videotaping of all our board meetings which we put into place in August, 2018. Doriene took on two large projects for the unincorporated area; the CMAP meetings which Doriene coordinated, hosted at town hall, and the 4th Electrical Aggregation program for the unincorporated area saving electrical costs for our residents. This included developing the first ever no-cost Aggregation flyer to highlight the opt-out process. She is the first line of help for our residents who call needing help for any Township matter, developing almost superhuman abilities to track down whatever assistance is needed. Doriene continues to go well beyond normal duties always with a cheerful attitude.

Doriene please rise.

Next, I would like to introduce our tremendous 13 yr **Administrator, Dayna Berman**. Dayna oversaw the enormous task of the township transition. Dayna coordinated the official's swearing in, and the fantastic Volunteer reception to name but a few annual events she oversees while she continued to be in charge of personnel & daily operations. Dayna handled many new projects of which I am incredibly proud. She coordinated the first in 15 yrs Website revamp committee & inaugural Township Videotaping Committee. Worked in tandem with Videotaping-increasing transparency & ease of use.

Dayna also was responsible for selection, and writing the candidacies of our record setting 8 TOI awards. She has very much earned the respect of both staff and Eos. **Dayna will you please rise.**

Victoria Rizzo- She developed an incredible computerized program for ordering of all supplies, training all staff on it and implemented at great cost savings. Vikki handled the RFP, interviewing, & hiring for the Personnel manual rewrite. Along with Denise Jajko, she trained each employee on our new updated phone and computerized log in system. Vikki also added major new duties related to billing and financials.

Denise Jajko-works tirelessly on everything financial as well as personnel matters. she also tirelessly made herself available to the entire board for any financial/personnel matters and each month attended every board meeting to answer any and all bill pay questions or financial questions.

Tracy Cummings has valiantly managed our front desk throughout all these changes personally answering every resident call directing each in person visitor not only to correct department but learning procedures, so many times she can handle the initial request herself.

Without our Maintenance department, **Jessica Fox**, retiring Director **Dave Gnutek**, part-timer **Carl Brzozowski**, our township would literally be a mess! With recent staff changes, Jessica also agreed to take on additional board meeting hall monitor staffing and newly appointed interim director Mike Samaan and Dave Gnutek are ensuring a smooth transition.

Rest of admin staff rises.

This evening we would like to give special recognition to the following staff for their years of service and dedication to Maine Township.

10 Years of Service: Richard Brandes-Highway Dept, Peter Gialamas-Clerk, Justin Macintyre-Highway Department, Luz Meneses-GA case manager

15 Years of Service: Debra Babich-Deputy Assessor, Elizabeth Coy-Chief Deputy Assessor, Carol Langan-Director Food Pantry

20 Years of service; John Ulrey-GA Senior Case Manager

Quick year in review.

Last June our 6th annual shredding event in conjunction with Secure Data Destruction, which employs mentally and/or physically handicapped adults handled a record amount of residents. We completely revamped the Mainely News reducing its cost while simultaneously increasing the amount of issues to more timely alert residents of important items. We cleaned up the distribution list and increased solicitation of advertising sponsors to lower costs substantially.

In July, we were a major participant in the perennially popular Taste of Park Ridge where we ran the Senior Bingo, the Senior

movie at the Pickwick, OEM demonstrated lifesaving techniques to a capacity crowd and handled traffic control while we also sponsored the very popular Beer tent on Friday night

On August 3rd we again partnered with the Golf Maine Park District to sponsor the National Night Out Against Crime. This yearly event is now amongst the most preeminent NNOs. It reflects our commitment to rid our area of a gang and drug presence. With Clerk Gialamas' leadership, we set a record of quantity and quality of posters submitted by area youth who win savings bonds and see their artwork posted at the Township and on display at my office. Thanks go to Clerk Gialamas, the Cook County Sheriff's, North Maine Fire District, board members and staff for once again working to make this a successful event.

In the summer we developed the first ever streamlined Township/highway/OEM so we can immediately respond to large scale floods. We implemented a computerized protocol for request to the Governor's office for declaration of an emergency disaster area. We stocked free sandbags & flood kits at town hall for our residents, using our Township Radio station to broadcast immediate updates.

August was the inaugural month for our first ever videotaped board meetings for a total cost of \$495.00 for the camera and the commitment of our in house MaineStay director who also wears the Website admin hat. Rich did an incredible job developing an indexing system, with the ability to post our board packets, and future live streaming all for free.

In the fall, our new board did an excellent job in our numerous agency funding meetings and thus we were able to fund over 20 very worthy agencies meeting strict objective criteria all coordinated by Oksana Bukaczyk. Our Board excelled at training and availed themselves of the educational opportunities at the TOI conference in November. Everyone willingly participated in changing our per diem travel expense at Supervisor suggestion to reflect actual receipts again saving money as well as banding together to car pool saving the mileage reimbursements.

Winter saw the Township band together to provide a large amount of fully donated thanksgiving and Christmas holiday baskets to the area financially needy residents. We engaged in the first ever pre-levy informational meeting & held our regular Levy meetings. On a lighter note we all enjoyed our first ever inhouse free holiday celebration.

January we unveiled our new enhanced modernized website to the Board & public courtesy of our tech wiz extraordinaire, John Amburgey. Every department revamped and rewrote their content. We now will have interactive PDFs for applications as well as increased space, ability, and ease of use to find financial data along with the ability of every resident to sign up for electronically receiving any or all department newsletters and content as well-WEBSITE.

In January we started the process of developing a completely revised/revamped/reduced preliminary budget utilizing my promise to the public of a much streamlined budget utilizing historical actual data while simultaneously realizing the cost savings in all of the new efficiencies our staff and I implemented.

Assessor's Office: Our Assessor's office continues to administer the rules and regulations of the office and the statutes of the Cook County Assessor. The office assisted over 15,649 residents which included the processing of Homeowner's, Senior, Senior Freeze, Disabled Persons' and Disabled Veterans' Exemptions. We had an increase in appeals for a non-reassessment year. A total of 1,916 appeals were processed for 2017 to both the Cook County Assessor and the Cook County Board of Review. We continue holding Outreach seminars for both the Assessor and Board of Review. 4,904 building permits were submitted to the Cook County Assessor's office to ensure tax revenue is captured and placed onto the rolls. We assisted 421 residents in completing Certificate of Error paperwork allowing for a refund for missed exemptions in the total amount of \$623,000. This year we began tracking the total number of Name Address Change applications completed for residents to ensure their name appears correctly on their property tax bill. 195 applications were completed. We continue to assist senior citizens with the completion of the Senior Citizen Real Estate Tax Deferral Program offered through the Cook County Treasurer. **INTRODUCE ASSESSOR DEPT**

Our Clerk's office processed 4 voter registrations, 11,916 Cook County Vehicle stickers, 24 Handicapped Parking Cards, 113 Hunting and Fishing licenses, 322 RTA passes and 3,757 Passport applications. They processed 1,533 MaineLines Tickets, 1,593 Republic Refuse/Yard waste tags, and 155 Notary Public requests. Chief Deputy Clerk Wiesia Tytko handled numerous FOIA requests within the shortest amount of time possible. She also took on additional responsibilities, and handled all internal and external document requests, all while servicing an increased amount of residents while reducing their budgeted and actual expenses. **INTRODUCE CLERKS**

MaineStay saw an increased demand for services during this fiscal year. Counseling inquiry calls increased by 29% in 2017 compared to 2016 and were 58% higher than our previous 5-year average call volume. New counseling client intakes increased by 11% in 2017 compared to 2016 and were 37% higher than our previous 12-year average intake volume for a total of 4,734 individuals offered affordable counseling in three languages. Our psychiatry program, offered in partnership with The Josselyn Center, has allowed Maine Township to help fill the void left by the closing of Maine Center in 2015 in the most cost-effective manner possible by leveraging the time and talents of our existing employees. Our mentoring program, offered in partnership with Big Brothers Big Sisters, continues to thrive with a high level of dedication, support, and expertise from a widely-respected organization for absolutely no cost to the township. Our community education and professional development events have reached

840 attendees with 10 events this fiscal year (a 28% increase over prior fiscal year). We have provided 10,815 contact hours to residents inclusive of all MaineStay programs (9% increase). 1,370 hours of community service were handled by us, a 65% increase over prior fiscal year. We run 5 ongoing clinical groups and six ongoing programs for at-risk youth. Our Agency Day continued to be popular with 100 attendees. I am proud to say Rich Lyon won statewide award for best youth program & Kelsey Coy, Statewide award for best volunteer. Introduce MaineStay

The MaineStreamers continue to be a pillar in the community, providing recreational and educational events for seniors (55 years of age and older) in our community. In 2017, 2590 MaineStreamers participated in at least one of the 47 day trips featuring theaters, museums, boat rides, baseball outings and other fun destinations. They offered 10 monthly luncheons in addition to a Holiday Luncheon and New Year's Eve Celebration in which 2002 Mainstreamers attended. 158 members attended "Polish Fest", which featured traditional Polish dancers, music, food and culture. 155 Maine Township residents reached the golden age of 90 and attended the 90+ Birthday Celebration along with their guests at Chateau Ritz. They also offered various recreational, fitness and educational programs including Zumba Gold, Yoga, Health and Informative programs as well as many other fun programs. They continue to host the "Swing Into Spring Senior Expo" at the Golf Mill Shopping Center, a community event, which allows local vendors to reach out to their target market of seniors in the Maine Township and surrounding area with over 1800 attendees. Despite the decrease in staff in early December, 2017, the department continues to grow new and exciting events for the upcoming year, such as a "Cinco De Mayo" party and an overnight Galena trip. They continue to welcome new members with these exciting programs. I am proud to say Marie won statewide award for Best Senior Staff Member. **Introduce**

Maine Township Recovery Connection is one of our proudest achievements. With only a PT director and one FT employee, one PT, they have become a nationwide model for direct & effective response to the opioid crisis. They also continue to grow with weekly meeting attendance surpassing a year total of 2,213, an 85% increase. This needed service addresses recovering alcoholic and drug addicts looking for a safe and drug free way to get socialize. To this end, created Friday night pre-meeting yoga-217 attendees, the first dual diagnosis program where we partnered with CBH shouldering cost-416 attendees. Created Saturday cross fit program attracting 107; a health body helps recovery. Created partnership with Maryville, and partnered with Gateway and Maine East to create Sober Volleyball-290 participants. They maintain an extensive phone and email list which grew by 77% to a total of 297. Besides the Friday evening meetings they have sponsored— different events and have procured a total of 26 jobs for unemployed participants. Won statewide best township program in IL! **INTRODUCE**

OEM STATS: OEM participated in 48 events and clocked 1846.5 volunteer hours. Some of OEM's community events were National Night Out Against Crime, Taste of Park Ridge, Senior Expo, Annual Garage Sale, Annual Shredding Event, Memorial Day and 4th of July Parades, Touch a Truck, Stevenson School Drills, North Maine Fire Protection District Open House, traffic control at Town Hall for sale of County Vehicle Stickers and for the LIHEAP program. Taught 240 people how to save a life in 5 min with hands only CPR. Taught 150 people how to properly use a fire extinguisher. Performed blood pressure checks on 255. **INTRODUCE OEM.**

The General Assistance Department assisted 5,541 Township residents as they interviewed and/or applied for the many programs we have made available at town hall. They were able to provide assistance which included Senior, Disabled and Veterans advocacy along with the state mandated General Assistance program. They also assisted residents who qualified for state and federal programs such as LIHEAP, Benefit Access, and special referrals to the Social Security Administration for possible disabled individuals. Our popular Coast2Coast Pharmaceutical Assistance Program continues saving our residents on prescription prices. Over the last year they filled 3,143 prescriptions saving residents over 68% and a total dollar amount of \$220,270. The Township received \$2,900 in royalty payments. This is a win-win program for all.

Carol Langan, director of The Maine Township Food Pantry assisted 2080 families this past fiscal year. Thanks to the generosity of the community, and the local Jewel we were able to provide turkeys and hams for the Thanksgiving and Christmas holidays. We continued partnerships with all local police departments called Cops for Coats. These local departments collected gently used outerwear coats and Maine Township served as a distribution center in November providing 250 families warm winter wear. Carol initiated a partnership with Mariano's and local police departments called "Stuff a Squad" providing food to needy residents. In partnership with Oakton CC, Carol increased donations through the "Empty Bowl" program for a total of \$3,858.00 in cash donations. She partnered with the Vine Street Barbeque committee and received a very generous 7,000\$ in donations. **Introduce GA**

Code Enforcement

Mike implemented a Saturday pilot program working 4 hrs Saturday/month, which helps catch violations that would not normally be caught during the week. Mike attends all Neighborhood Watch as a Community liaison and does daily tours of areas to remove unsightly garbage-works hand in hand with Republic, attorney, highway, and community.

Our Code Enforcement Officer gave 1,913 warnings for vehicle violations, property maintenance violations, garbage issues and parking violations. A total of 139 tickets were eventually issued. We are reinstating our monthly court date at Skokie court house to recoup unpaid ticket violations. This is an important step in keeping the unincorporated area clean and debris free.

Retirements. We said good bye to several staff and two elected officials this past year.

Supervisor Carol Teschky retired on May 12th, after 28 years of dedicated service.

Clerk Gary K. Warner also retired on May 12th after 29 years of dedicated service.

Director of Senior Services Dept. Mary Swanson retired on November 17th, after 17 years of service.

Our 24 year Township Attorney, Dan Dowd retired March 24th, 2018.

Director of Maintenance, Dave Gnutek will retire on April 17th after 17 years of service.

They are all enjoying a much deserved retirement.

Bobby Ganas of the maintenance department left March 16th for another job.

Nick Kanehl became a fulltime employee of the Maine Township Recovery Connection on August 22, 2018, while continuing to share his time by serving 15 hours week in the food pantry.

Promotions

Marie Dachniwsky was promoted to Director of the MaineStreamer Department on November, 28th 2017. She started in the township in 2002 and as new director was able to consolidate her department, saving 113,000\$.00

Mike Samaan was promoted to Interim Director of our Maintenance Department on March 24th, 2018 while still maintaining his duties of code enforcement, hiring and training new hall monitors, revamping the Maintenance dept and agreeing to take on three duties previously part of Code. Thereby saving township over 50,000\$.00

Other new faces who joined this past year are:

List three trustees.

Becky Behrens-Administrative Intern who works part time 19 hours a week helping out in every area of the Township.

We wish them all long and successful tenures in their new positions here.

So we have completed another successful year in service to our residents. We are operating under the tax cap and debt free. We managed to reduce our levy while putting a litany of new efficiencies and cost savings directives in place. We serviced an increase of residents at a reduced cost while reducing further layers of inefficient red tape reducing our expenses and our budget. We continue on a sound fiscal direction. In my first year as Supervisor we had many other Firsts!

First time videotaping

First time revamp of website in ten years

First fully automated Personnel log in.

First time Board packets and agenda on line and Indexed.

First time conducted performance based individual personnel reviews.

First time lowered elected officials salaries by 25%.

First time increased Senior dept & Maintenance consolidation.

First time won 8 Township Statewide awards.

First time I have gone this long without interruption!

Once again we have demonstrated that Township government, being the closest to the people is also the most efficient and effective form of government.

God Bless everyone here tonight and May God Bless America!

Laura Morask, Maine Township Supervisor