

- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:05 p.m. He then read the following into the record: On March 9, 2020, in light of the circumstances surrounding the public health emergency caused by the novel coronavirus known as Covid-19, Governor Pritzker issued a Disaster Proclamation for the State of Illinois. He renewed this proclamation on April 30, 2020 and it is still in effect. Shortly afterward, on March 16, 2020, Governor Pritzker issued Executive Order 2020-07, which suspends for the duration of the Gubernatorial Disaster Proclamation, certain provisions of the Illinois Open Meetings Act. Specifically, the Order suspends the in-person attendance by members of a public body and suspends the conditions limiting when remote participation is permitted for attendance at a public meeting. That Executive Order was also renewed by Executive Order 2020-33 signed on April 30, 2020. Therefore, pursuant to Executive Orders 2020-07 and 2020-33, those members of the Township Board attending this May 5, 2020 Board Meeting by means other than physical presence are doing so lawfully. This participation is by videoconference. These same Executive Orders further provide that public bodies are encouraged to provide video, audio and/or telephonic access to meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to the format of meetings due to Covid19. This Board should note that the Township posted information about this meeting on the website and regularly used social media platforms, Facebook, Twitter, Instagram, and LinkedIn. This information shared with the public the way in which they could participate in the meeting, submit comments and monitor the meeting in light of the ongoing public health emergency.

Clerk Dolan Baumer called the roll; physically present were Supervisor McGuire and Clerk Dolan Baumer. Via teleconference, Trustees Beattie, Essick, Martinez, and Moinuddin were also in attendance.

Others present either in person or via teleconference were Assessor Tom Smogolski, Aging Services Director Tracey Colagrossi*, Human Services Director Mary Jo Imperato*, Community Health Director Kristin Smith*, Community and Veterans Affairs Director Tom Kuttentberg*, Emergency Services Director Mike Crews*, Facilities and Road Maintenance Director Caleb Hanson, Youth and Family Services Director Tina Houdek*, Mental Health Board Manager Amanda Teachout*, Administrator James Barr, Attorney Mike Airdo*, Attorney Mark Kimzey*, and residents via Zoom. *Attendance via teleconference.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. No public was present or via teleconference at this time, and Mr. McGuire closed the Town Hall.
- IV. Presentations: No presentations were made.
- V. Reports
 - A. Supervisor's Report: Supervisor McGuire reported that while many residents received stimulus checks it does not disqualify them for assistance from the Township as the Federal and State do not consider the checks payments against income. The Supervisor has the ability to make a rule not to count the stimulus check against receiving GA funds; the Board has been notified of this rule. Meanwhile, Mr. McGuire has been in

communication with the Township Officials Supervisors Division and Senator Castro asking that the Governor pronounce that stimulus checks not be held against GA applicants. On another note, the Township is continuing work on acquiring the property in Hanover Park for the planned Emergency Services garage. Attorney Kimzey went into more detail regarding the process, from the County Land Bank, to assistance from Commissioner Morrison to help facilitate the application process through the County Board, to a proposed amendment to the County Board, which would help usher this process along; he is continuing to monitor the process and progress and would keep the Board updated.

Today, Director Imperato alerted the Supervisor that a former Township employee who served jail time was using a UPS account claiming they were an agent of Hanover Township, which is against the law. He and Attorney Airdo would keep the Board apprised of the law enforcement actions. At this point, nothing has been taken or stolen from the Township.

The Supervisor then complimented staff on continuing to provide services to residents. Compliments to the volunteers who are staffing the 24/7 Emergency Services since March 17 to ensure quicker responses to residents. To have more space for those volunteers, he paid the Bartlett Volunteer Fire \$2,700 to lease the other space at the Barn. Under the emergency powers assigned to the Supervisor, he also authorized the purchase of self-contained breathing apparatuses.

Finally, Township staff has been notified about the change in the Personnel Policy.

- B. Clerk's Report: The Clerk offered a check as payment from the County for use of our facilities for the Spring Elections – polling places and receiving station.
- C. Assessor's Report: The Assessor reported that there is no news on the tax front.
- D. Trustee Liaison Committee Reports: While no reports were provided, due to committee meetings on hold for the duration, Trustee Beattie did relate a story of her mother's first experience with an American, a soldier in Germany.
- E. Department Reports: Highlights included Director Kuttner reporting that Veteran Services continues to be highly utilized, and five veterans have been added to Ms. Wollenberg's work list. The Village of Hanover Park accepted two articles for their newsletter; the TOI Perspective magazine also accepted an article from Hanover Township. The Director reported that the Township is experiencing above average media usage by the public. He is working with Representative Krishnamoorthi to receive reimbursement through FEMA/IEMA for PPE and other emergency supplies. Giving Tuesday produced \$2,800 in contributions through thirty donors. The link is on the Township website.

Director Houdek reported that Youth and Family Services Open Gym started and is operating through May with about 25 participants. The Parents Support group is being held in Spanish and English. In April, 185 phone/virtual conferences were held with clients and families; 150 check-up calls were made from mid April. The Alternative to Suspension with middle and high school students is being held, virtually, each week. The Substance Prevention virtual leadership group is also being held. Staff is working on providing virtual tutoring programs for summer and helping other departments, whether it is on the phones, at the food pantry, or other needs of the Township.

Mental Health Board Manager Teachout reported that the Board is researching how the pandemic has affected the agencies, and has met with Federal and State representatives to discuss options. 93 rides were provided to essential workers in the community. The MHB website has been updated to include new agencies.

Director Imperato reported that 130 families were served in May; the Hanover Township Foundation has raised \$120,000 since the virus began. The food pantry is well stocked; the need now is for fresh items. The Township received \$2,000 for groceries from the Village of Streamwood. She is currently working on two grants for food. Some key volunteers are coming back. 23 applicants for Emergency Assistance have been reviewed and three have been approved. The Salvation Army and LIHEAP are seeing their share of those in need; the department is offering virtual workshops on staying healthy during a pandemic.

Director Smith reported that the Township hosted a blood drive – a success with 22 units collected. The department is monitoring situational updates from IDPH and CDC, including notification of additional symptoms: muscle aches, chills, headache, etc. An updated form for employee wellness has been created to include these additional symptoms. They are well supplied with PPEs; Pam and Sarah have been making wellness calls and Pam has been making cloth masks to give to older adults.

A thank you went out from Director Crews to Director Smith for her support of the 24/7 volunteer Emergency Services operation. 4,156 hours have been logged thus far over the pandemic with unprecedented response times from the volunteers. PPEs are stocked. The volunteers are using down time to do maintenance on the vehicles and equipment, and a robust training schedule has been instituted.

Assistant Administrator Vana reported that the new server would be started next Friday through Sunday. The staff evaluation process is being completed over the next two weeks. Admin staff has been rotated at reception in the Township.

Facilities & Maintenance Director Hanson reported that the department has sufficient supplies of cleaning/bleaching agents. The staff has been disinfecting the facilities and busses. Temporary shields have been put up at the main reception desks to shield staff/residents and to help maintain distancing, until a permanent solution is devised. He recently met with the residents of Chapel Creek and Paul Halverson to discuss a particular drainage issue in that area; it was determined that the swale flooding was due to another resident's water feature that created a creek. The original plats are being looked at to come to a resolution. Mr. McGuire asked about a particular code enforcement issue, to which Mr. Hanson replied that the business has moved, negating the issue.

Director Colagrossi is leaving to work at Arlington Heights Senior Services; Mr. McGuire said that Hanover Township is proud to spread our talent throughout Illinois. The Director reported that the lending closet continues to increase usage; curbside meal pick up is upwards to 50 per day; 182 deliveries are being made to the homebound through Meals on Wheels. The department is providing 80 to 90 rides for residents per week. Business of the Center is being conducted via telephone calls and the Internet, as are exercise and other programming. In April, as it was Volunteer Recognition Month, signs thanking them went up all over the township at volunteers' homes.

Supervisor McGuire is invoking emergency powers to fill the Director position. In the interim, Assistant Administrator Vana will fill the position as Interim Director. A formal “send-off” will be held at a later date for Director Colagrossi.

As more people joined the meeting in progress, Mr. McGuire asked for the indulgence and patience from the residents as we navigate this new way of holding meetings.

- VII. Bill Paying: Mr. Barr presented the bills for payment from April 7, 2020 through May 4, 2020 as follows:

a.	Town	\$106,541.79
b.	Senior Services	56,524.66
c.	General Assistance	8,835.17
d.	Road Maintenance	7,064.44
e.	Mental Health Board	135,244.59
f.	Vehicle	200.00
g.	Capital	<u>0.0</u>
	Total	<u>\$314,410.65</u>

A motion was made by Trustee Beattie and seconded by Trustee Martinez to approve payment of the bills as presented from April 7, 2020 through May 4, 2020. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

- VIII. Unfinished Business: Executive Session Minutes of March 24, 2020: Clerk Dolan Baumer asked that the Board approve the Executive Session minutes that were table on April and before the Board for approval today. Trustee Beattie moved to approve the Executive Session minutes of March 24, 2020; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

- IX. New Business:

- A. Board Meeting Minutes of April 7, 2020: Clerk Dolan Baumer presented the minutes from the Board meeting of April 7, 2020 for review and approval. Trustee Essick moved to approve the Board meeting of April 7, 2020; motion seconded by Trustee Beattie and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- B. Resolution to Extend the March 17, 2020 Proclamation of a Disaster in Hanover Township: Trustee Martinez moved to approve resolution #0505201 extending the Disaster Proclamation in Hanover Township; the motion was seconded by Trustee Moinuddin and a roll call voted followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- C. Resolution to Approve a Change Order to the Izaak Walton Center Improvement Project: Trustee Essick moved to approve resolution #0505202 approving a change order to the Izaak Walton Center Improvement project; motion seconded by Trustee Beattie. Director Hanson outlined the need for the additional \$10,000 for resurfacing materials, as the existing base was discovered not deep enough for the planned resurfacing. Roll call: Ayes: Trustees Beattie, Martinez, Moinuddin, and Essick, and Supervisor McGuire. Motion carried.
- D. Consideration of Arlingdale Lake Treatment: Trustee Beattie moved that the Board

consider the Arlingdale Lake treatment; motion seconded by Trustee Moinuddin. Discussion ensued. The residents are once again looking for \$1,000 to supplement the cost of the water treatment; this money would be added to that donated by the Streamwood Park District and Village of Streamwood. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.

- E. Consideration of Additional Steps to Ensure the Health, Safety and Welfare of Township Residents regarding the Coronavirus: Mr. Barr reported that staff continues to be creative in the ways they are doing their jobs. Volunteers will start returning this week. With regard to powers granted to the Supervisor during this emergency, Mr. McGuire reported that he has leased space at the fire bar, acquired PPEs, authorized purchase of self-contained breathing apparatuses by Emergency Services, will assist in filling the vacancy in Director Colagrossi's position, and authorized meals to the volunteers. He hopes that our first in-person meeting will be held on June 2.
- X. Executive Session: No motion to go into Executive Session was made.
- XI. Other Business: Mr. McGuire asked that the Board consider taking janitorial services back inhouse. It will be very important to show our residents that we take cleanliness and sanitation very seriously. With the Board's concurrence, they gave direction to staff to start researching options. The idea of "certification of cleanliness" and setting of standards was discussed and will be researched, as well.
- XII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:57 p.m. was made by Trustee Beattie and seconded by Trustee Martinez followed by a roll call vote. Ayes: Trustees Beattie, Moinuddin, Essick and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Senior and Welfare Services, Y&F Services, Community & Veterans Affairs