

- I. Call to Order/Roll Call: Supervisor McGuire called the Board meeting to order at 7:00 p.m.

Clerk Dolan Baumer called the roll; present were Supervisor McGuire, Clerk Dolan Baumer and Trustees Beattie, Martinez, Essick, and Moinuddin.

Others present either in person or via teleconference were Aging Services Director Megan Conway*, Human Services Director Mary Jo Imperato*, Community Health Director Kristen Smith*, Community and Government Relations 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*, Assistant Administrator Kristin Vana, Administrator James Barr, Attorney Mike Airdo, Village of Streamwood Trustee Mike Baumer, Trevor Debelak of Mack & Associates.

*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, and Mr. McGuire closed the Town Hall.
- IV. Reports
 - A. Supervisor's Report: Supervisor McGuire reported receipt of a letter from the Villa Park President Albert Bulthuis thanking the Township for responding to a request for mutual aid through the Illinois Public Works Mutual Aid Network with the use of our branch chipper. Thanks to Trustee Beattie for organizing a cadre of honor students to assist at the recent shred, organized by Director Kuttentberg. The Supervisor reported that he attended the Diversity and Engagement Task Force meeting to thank the outgoing members and to welcome the new members.
 - B. Clerk's Report: Clerk Dolan Baumer offered no report.
 - C. Assessor's Report: Assessor Smogolski offered no additional report.
 - D. Trustee Liaison Committee Reports: No reports were offered.
 - E. Department Reports: Director Conway reported that the recruitment process for a social services therapist has begun. Nutrition Services is offering a special soup a day in September. The new bus was put into service on September 3, but is out for minor repairs and will be ready at the end of the month. Temperature monitoring and screenings will occur for all passengers. The Taffy Apple and Donut fundraiser for the Senior Committee will start this month. Aging Services newsletter is coming this month. A pen pal program is beginning with honor students and isolated seniors thanks to Trustee Beattie. Manager Teachout reported that FY22 funding applications are due Friday. TIDE surveys are out, as the Mental Health Board is looking at expanding service. She would participate in the United for Peace panel on October 1. One staff development request has been received. Director Houdek reported that the Youth and Family Services would start virtual programming at nine schools this month; Oak Hill and Elgin High are new participants this year. The parenting group would start in late October virtually and in-person with childcare a potential. The family movie night will be held on Friday. The Youth Leaders garage sale would be held on September 25-26. Director Hanson reported that the Astor Avenue street resurfacing would start today and be completed by Thursday. Services will be available at Astor Community Center during the work. The 21 depressed curbs are to be repaired but completion date is delayed. Road patching will occur by the Facility and Road Maintenance department this week. Job postings have gone up for seasonal snow removal candidates with a Class C CDL requirement. The ultraviolet light tower previously planned for purchase has been substituted with another one, as the original one is not available; the substitute price will allow for purchase of two instead of one. Training on the new equipment will ensue as soon as they

arrive. Assistant Administrator Vana reported that the interview process for an administrative assistant is ongoing. Passports are now being processed, but the Department of State reports a backlog to June of at least 6-8 weeks. Staff is working with Go Canvas for health screening training next week. Director Crews met with South Barrington elected officials to discuss Hanover Township Emergency Services. The department is moving the drone program along analyzing costs and subscription services. The department vehicles are serviced and are ready to roll. The shred was very busy and a success. The recruitment video has been completed. Director Smith reported that Amita Health is offering free prostate screenings through the department. Director Imperato reported that the Toy Drive registration is open online. Sponsor letters have been mailed. Meal boxes from been ordered for the holidays. The Knights of Columbus from St. John will be holding a virtual 5K to benefit the food pantry. The KTC Credit Union/Hanover Township shred event was a success with over 500 vehicles through the line. He thanked Trustee Beattie, Daniel Litz, Victoria Beattie, Mike Rundquist and everyone who participated in the event. He hosted Representative Pappas' District Director Molly Brennan on a tour of Hanover Township recently. Reminder that the TOCC virtual conference and Annual Hoffman Estates Chamber Legislative updated is this month.

- V. Bill Paying: Mr. Barr presented the bills for payment from September 9, 2020 through September 14, 2020 as follows:

a.	Town	\$37,529.72
b.	Senior Services	25,175.02
c.	General Assistance	13,235.75
d.	Road Maintenance	10,765.44
e.	Mental Health Board	26,223.38
f.	Vehicle	.0
e.	Capital	<u>10,925.00</u>
	Total	<u>\$123,854.31</u>

A motion was made by Trustee Beattie and seconded by Trustee Martinez to approve payment of the bills as presented from September 9, 2020 through September 14, 2020 as presented. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

At this time, Supervisor McGuire excused staff for the balance of the meeting.

- VII. Unfinished Business: No unfinished business was discussed.

- VIII. New Business:

- A. Board Meeting Minutes of September 9, 2020: Clerk Dolan Baumer presented the minutes from the Board meeting of September 9, 2020 for review and approval. Trustee Essick moved to approve the Board meeting of September 9, 2020; motion seconded by Trustee Beattie and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- B. Approval of the Fiscal Year 2020 Audit: Trustee Martinez moved to approve the fiscal year 2020 Audit as presented; motion seconded by Trustee Beattie. Mack and Associates representative Trevor Debelak reported that the audit was good. Discussion ensued. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- C. Approval of the Revised Township Communications Plan: Trustee Beattie moved to approve the revised Township communications plan; motion seconded by Trustee Essick. Discussion ensued. Director Kuttentberg noted that changes are reflected in sections 5 and 7. A review will be held for each department. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.

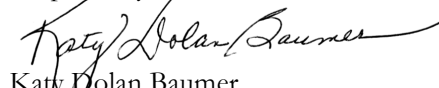
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- D. Approval of Purchase of a Replacement Youth and Family Services Van: Trustee Essick moved that the Board approve the purchase of one (1) 2020 Ford T-350 Transit Cargo van, with lettering and graphics, through the suburban Purchasing Cooperative from Landmark Ford, Inc. not to exceed \$29,000.00; motion seconded by Trustee Martinez. Discussion ensued. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- E. Appointment to the Township Committee on Youth: Trustee Beattie moved to approve the Supervisor's appointment of Corey Elton of St. Charles, Illinois to the Township Committee on Youth; motion seconded by Trustee Essick and followed by a roll call vote. Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- F. Presentation by the Emergency Services Department: Director Crews began his presentation with the new volunteer recruitment video. From there, he ran through highlights of the department's service this past year and challenges the department will face in the coming year. One of those challenges is keeping first responders healthy and safe. Basic EMT skills will be taught to the emergency services team this year. In addition, decontamination techniques will be used to lessen chances of emergency responders bringing contaminated particles home with them. Damage assessment will be another key activity in 2021. Underlying all will be a push for a strong, diverse department that reflects the community.
- G. Presentation by Community Affairs: Director Kutenberg presented a brief history of the department, including the donation by the Izaak Walton League of the Izaak Walton Center, which opened in December 2013. In FY20, 4,978 resident contacts for programs and services were made, which included summer lunch program, weekly and monthly rentals, and contacts made by other departments on site. 34 media releases were made in FY20. Director Kutenberg discussed the township website and its effectiveness, as well as social media including facebook, instagram, and more. Mailchimp e-newsletters and emails are very popular. Surrounding municipalities are including our stories and highlights in their newsletters. The Hanover Happenings is published three times a year. Fostering good governments relations is a major role of the office and has resulted in the OSLAD grant and other opportunities. The office is involved in community events, civic and business organizations, and homeowner associations.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: No other business was discussed.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:45 p.m. was made by Trustee Martinez and seconded by Trustee Essick 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, Aging Services, Human Services, Y&F Services, Community Affairs