



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
October 20, 2020
7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Hearing Regarding the Hanover Township Amended Budget and Appropriation Ordinance
 - A. Explanation of the Hanover Township Amended Budget and Appropriation Ordinance
 - B. Comments and Questions from the Board regarding the Ordinance
 - C. Comments and Questions from the Public regarding the Ordinance
 - D. Approve – Hanover Township Amended Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2020 and Ending March 31, 2021
 - E. Adjournment to Regular Board Meeting
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
 - A. Consideration of Election Day Closure
- VIII. New Business
 - A. Regular Meeting Minutes of October 6, 2020
 - B. Presentation by the Department of Human Services
- IX. Executive Session
- X. Other Business
- XI. Adjournment

Our mission is to continuously improve the quality of life for Hanover Township residents.
Our vision is a better life through leadership, innovation, and diversity.

Hanover Township
Amended Budget and Appropriation Ordinance
Ordinance #

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2020** AND ENDING **MARCH 31, 2021**.
BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: THAT THE FOLLOWING BUDGET, CONTAINING AN ESTIMATE OF REVENUES AND
EXPENDITURES, IS HEREBY ADOPTED FOR THE FOLLOWING FUNDS: TOWN FUND, SENIOR CITIZEN
SERVICES FUND, WELFARE SERVICES FUND, MENTAL HEALTH FUND, ROAD FUND
RETIREMENT FUND, VEHICLE REPLACEMENT FUND AND CAPITAL PROJECTS FUND FOR THE FISCAL YEAR MENTIONED
ABOVE, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

1. GENERAL TOWN FUND

Beginning Balance April 1, 2020		2,731,099
Estimated Revenues		
3000	Property Tax	3,931,299
3100	Replacement Tax	30,000
3250	Interest Income	50,000
3300	Other Income	6,000
3350	Rent	10,000
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	24,000
3440	YFS - Tutoring Fees	8,000
3445	YFS - MHB Contracts	109,000
3450	Community Health Fees	15,000
3451	Community Affairs Revenue	4,200
3952	Passport Fees	155,000
Total Estimated Revenues		4,346,999
Total Estimated Funds Available		7,078,098
Budgeted Expenditures		
	Administrative Services	2,826,660
	Community & Veterans Affairs	297,856
	Emergency Services	168,665
	Assessor's Office	198,058
	Facilities Division	545,200
	Community Health	265,500
	Youth and Family Services	1,067,250
Total Expenditures/Appropriations		5,369,189
Estimated Cash on Hand March 31, 2021		1,708,909
Expenditures/Appropriations		
4301	Compensation of Officials	78,800
Town Hall Administration Expense		
4401	Postage	3,500
4404	Office Supplies	6,500
4406	Printing	6,500
4408	Salaries	420,000
4412	Travel	5,000
4414	Memberships, Subs, Pubs	12,000
4420	Pre-Employment Charges	1,000
4424	Education & Training	18,000
4429	Miscellaneous	10,000
4520	Consulting Fees	10,000
4530	Financial Administration	65,000
4531	Community Affairs	5,000
4532	Committee on Youth	3,000
4534	Passport Services	14,000
4535	Legal Notices	1,000
4560	Contingency	50,000
4591	Health Insurance	55,200
4592	Dental, Vision & Life Insurance	3,700
4593	Unemployment	2,300
4594	IMRF Expense	18,300
4595	FICA Expense	12,800
4596	Ancillary Benefits	12,860
Total Town Hall Administration Expense		735,660

Town Hall Expense			
4402	Telephone - Town	25,000	
4403	Utilities - Town	19,000	
4404	Internet Access - Town	4,500	
4405	Equipment Rental - Town	6,500	
Total Town Hall Expense			55,000
Legal/Auditing			
4501	Auditing	12,500	
4502	Legal Services	145,000	
Total Legal/Auditing			157,500
Insurance & Employee Benefits			
4411	Employee Assistance Program	1,600	
4503	General Insurance	155,000	
4507	Flex Plan & 457 Plan	4,000	
4514	Employee Recognition	5,000	
4513	Employee Wellness	8,000	
Total Ins & Employee Benefits			173,600
Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	105,000	
4540	Facility Lease	21,100	
4541	Transfer to Vehicle Fund	65,000	
4547	Transfer to Capital Fund	1,415,000	
Total Capital Expenditures & Transfers			1,626,100
Total Administrative Services			2,826,660
Community & Veterans Affairs			
Community Relations			
4608	Salaries	134,000	
4611	Education & Training	2,200	
4614	Printing	700	
4615	Postage	550	
4617	Equipment & Furniture	2,600	
4619	Office Supplies	1,300	
4632	Miscellaneous	1,000	
4620	Satellite Office Programs	2,000	
4621	Satellite Office Utilities	8,500	
4623	Satellite Office Phone & Internet	5,000	
4624	Travel	2,000	
4625	Communications	48,600	
4633	Social Media Archive and Distribution	4,000	
4626	Community Service Awards	2,200	
4627	Community Affairs	5,000	
4628	Historical Maker Program	2,400	
4629	Dues & Subscriptions	500	
4631	Community Festivals	7,500	
4691	Health Insurance	11,438	
4692	Dental, Vision & Life Insurance	1,218	
4693	Unemployment	575	
4694	IMRF Expense	5,424	
4695	FICA Expense	4,641	
Total Community Relations			253,346
Veterans Affairs			
4700	Salary	29,800	
4701	Veterans Honor Roll	4,000	
4703	Travel	750	
4704	Veterans Program	1,000	
4705	Training	1,200	
4706	Printing	400	
4707	Postage	400	
4791	Health Insurance	3,600	
4792	Dental, Vision, & Life Insurance	600	
4793	Unemployment	300	
4794	IMRF Expense	1,325	
4795	FICA Expense	1,135	
Total Veterans Affairs			44,510
Total Community & Veterans Affairs			297,856

Emergency Services			
4801	Salaries	62,400	
4802	Equipment	23,000	
4803	Uniforms	8,500	
4804	Printing	1,000	
4805	Postage	200	
4806	Office Supplies	1,000	
4807	Miscellaneous	1,000	
4808	Education & Training	10,000	
4809	Pre-Volunteer Screening	500	
4810	Travel	2,500	
4812	Volunteer Appreciation	4,000	
4813	Vehicle Fuel & Maintenance	10,000	
4814	Communications & Dispatch	25,000	
4815	Emergency Ops Center	100	
4891	Health Insurance	13,365	
4892	Dental, Vision & Life Insurance	610	
4893	Unemployment	290	
4894	IMRF Expense	2,800	
4895	FICA Expense	2,400	
Total Emergency Services			168,665
Assessor's Office			
4405	Office Supplies	4,210	
4407	Printing	1,120	
4409	Salaries	136,162	
4411	Equipment	3,150	
4413	Travel	2,034	
4415	Dues, Subs & Publications	2,695	
4419	Training	2,230	
4426	Miscellaneous	850	
4433	Professional Services	570	
4491	Health Insurance	30,100	
4492	Dental, Vision & Life Insurance	1,850	
4493	Unemployment	862	
4494	IMRF Expense	6,050	
4495	FICA Expense	5,175	
4525	Communications	1,000	
Total Assessor's Office			198,058
Facilities Division			
4200	Salaries	285,000	
4202	Office Supplies	400	
4205	Janitorial Supplies	10,000	
4208	Housekeeping Contract	52,000	
4209	Building Contracts	13,000	
4210	Building Maintenance - Town	6,000	
4211	Building Maintenance - Senior	8,000	
4212	Building Maintenance - Astor	2,000	
4213	Equipment Maintenance - Town	5,000	
4214	Equipment Maintenance - Senior	14,000	
4215	Equipment Maintenance - Astor	1,200	
4216	Equipment Purchase and Rental	2,000	
4217	Education & Training	1,500	
4218	Vehicle Maintenance - Town	5,000	
4219	Vehicle Fuel - Town	6,000	
4220	Seasonal Projects Assistance	20,000	
4221	Cell Phone / Communications	4,500	
4222	Trash Removal - Town	3,000	
4223	Trash Removal - Senior	3,600	
4224	Trash Removal - Astor	4,000	
4225	Grounds/Reserve Maintenance	10,000	
4226	Uniforms	1,500	
4227	Miscellaneous	1,000	
4228	Building Maintenance - Izaak	3,000	
4229	Equipment Maintenance - Izaak	2,000	
4230	Trash Removal - Izaak	1,800	
4291	Health Insurance	51,100	
4292	Dental, Vision & Life Insurance	2,900	
4293	Unemployment	2,000	
4294	IMRF Expense	12,800	
4295	FICA Expense	10,900	
Total Facilities Division			545,200

Community Health			
4450	Salaries	200,000	
4451	Postage	300	
4452	Office Supplies	1,250	
4453	Printing	2,000	
4454	Travel	1,750	
4455	Dues, Subs & Publications	400	
4456	Community Affairs	3,000	
4457	Equipment	2,500	
4459	Professional Services	2,500	
4461	Miscellaneous	1,000	
4462	License/Professional Insurance	200	
4465	Medical Supplies	10,000	
4466	Communications	1,000	
4491	Health Insurance	20,000	
4492	Dental, Vision & Life Insurance	1,850	
4493	Unemployment	1,150	
4494	IMRF Expense	8,950	
4495	FICA Expense	7,650	
Total Community Health			265,500
Youth and Family Services			
Administration & Clinical			
4608	Salaries	495,000	
4611	Education & Training	6,000	
4612	Consulting Fees	3,600	
4613	Answering Service	1,200	
4614	Printing	2,000	
4615	Postage	300	
4616	Books and Journals	400	
4617	Equipment Maintenance	2,600	
4618	Psychiatric backup	9,000	
4619	Office Supplies	4,000	
4620	Community Affairs	3,800	
4621	Recruitment & Pre-Employment	1,500	
4622	Miscellaneous	500	
4623	Travel	3,000	
4624	Client Mgmt Software	3,600	
4626	Equipment and Furniture	3,000	
4628	Tutoring	27,500	
4629	Dues & Subscriptions	500	
4691	Health Insurance	56,100	
4692	Dental, Vision & Life Insurance	4,900	
4693	Unemployment	3,500	
4694	IMRF Expense	21,700	
4695	FICA Expense	15,800	
Total Administration & Clinical			669,500
Outreach & Prevention			
4627	Open Gym Program	7,200	
4628	Open Gym Salaries	130,000	
4640	Salaries	180,000	
4643	Education & Training	2,000	
4644	Travel	3,000	
4645	Printing	1,000	
4649	Professional Services	1,200	
4650	Program Supplies	1,000	
4651	Cell Phones	3,000	
4652	Substance Abuse Prevention Program	3,200	
4655	Transportation	500	
4791	Health Insurance	36,000	
4792	Dental, Vision & Life Insurance	3,100	
4793	Unemployment	3,450	
4794	IMRF Expense	12,100	
4795	FICA Expense	11,000	
Total Outreach & Prevention			397,750
Total Youth & Family Services			1,067,250
Total Town Fund Expenses/Appropriations			5,369,189

2. SENIOR CITIZEN SERVICES FUND

Beginning Balance April 1, 2020

1,181,044

Estimated Revenues		
3000	Property Tax	1,147,415
3250	Interest Income	7,000
3300	Other Income	5,000
3325	AID Transportation Fees	30,000
3330	MHB Grant	49,500
3350	LIHEAP Fees	6,000
3355	Senior Health Insurance Grant	3,000
3425	Senior Center & Transportation Grants	41,622
3426	Congregate Nutrition Grant	89,639
3450	Transfer From Road Maintenance*	155,000
3500	Senior Programs	210,000
3501	Congregate Meal Donations	40,000
3504	Home Delivered Meals Grant	98,875
3505	Home Delivered Meals Donations	22,000
3506	Out Trip Transportation Fees	7,000
3507	Material Fees	24,000
3508	Nutrition Event Catering	3,000
3509	Lending Closet	14,000
3510	Home Delivered Meals MHB Funding	11,000

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

Total Estimated Revenue 1,964,051

Total Estimated Funds Available 3,145,095

Total Expenditures/Appropriations 2,084,026

Estimated Cash on Hand March 31, 2021

1,061,069

Expenditures		
Administration		
4517	Salaries	152,565
4522	Contingency	10,000
4523	Recruitment	2,500
4524	Utilities	55,000
4525	Telephone & Internet	1,200
4527	Equipment	14,000
4528	Office Supplies	8,000
4529	Postage	4,000
4530	Printing	5,500
4534	Dues, Sub & Publications	2,000
4535	Travel	1,500
4536	Education & Training	1,000
4538	Community Affairs	2,000
4539	Miscellaneous	1,000
4541	Transfer to Capital Fund	120,000
4591	Health Insurance	31,770
4592	Dental, Vision & Life Insurance	678
4593	Unemployment	862
4594	IMRF Expense	6,140
4595	FICA Expense	4,715

Total Administration 424,430

Enrichment Programs			
4510	Satellite Programming	2,500	
4514	Weekend Programming	4,000	
4515	Programming	160,000	
4520	Volunteer Services	16,000	
4526	Senior Newsletter	13,000	
4531	Computer Instruction	1,000	
4532	Visual Arts	18,000	
4533	Out Trip Transportation	7,000	
4534	Program Salaries	235,888	
4535	Program Training	1,000	
4536	Program Staff Travel	1,000	
4891	Health Insurance	61,830	
4892	Dental, Vision, & Unemployment	2,504	
4893	Unemployment	2,048	
4894	IMRF Expense	9,216	
4895	FICA Expense	7,218	
Total Programs			542,204
Social Services			
4516	Social Services	1,500	
4519	Senior Assistance	3,000	
4560	Psychiatric Services	2,000	
4561	Salaries	180,653	
4562	Training	1,500	
4563	Travel	1,000	
4564	Senior Health Ins Program	3,000	
4991	Health Insurance	20,360	
4992	Dental, Vision, & Life Insurance	1,826	
4993	Unemployment	1,436	
4994	IMRF Expense	7,720	
4995	FICA Expense	5,528	
Total Social Services			229,523
Nutrition			
5550	Congregate Salaries	66,572	
5551	Congregate Food	63,000	
5552	Congregate Equipment	1,500	
5553	Congregate Supplies	6,000	
5554	Travel and Training	500	
5556	Home Delivered Meals Salaries	65,600	
5558	Home Delivered Meals Food	64,000	
5559	Home Delivered Meals Equipment	2,000	
5560	Home Delivered Meals Supplies	6,200	
5561	Event Catering	1,500	
5791	Health Insurance	3,600	
5792	Dental, Vision & Life Insurance	595	
5793	Unemployment	1,436	
5794	IMRF Expense	5,815	
5795	FICA Expense	4,044	
Total Nutrition			292,362
Transportation			
4513	Alternative Transportation	5,800	
4518	Vehicle Maintenance	45,000	
4546	Salaries	363,957	
4547	Dispatch Software	18,550	
4550	Telephone	5,500	
4551	Travel and Training	2,000	
4552	Fuel	37,500	
4553	Uniforms	1,800	
4691	Health Insurance	81,965	
4692	Dental, Vision & Life Insurance	4,870	
4693	Unemployment	2,626	
4694	IMRF Expense	15,139	
4695	FICA Expense	10,800	
Total Transportation			595,507
Total Senior Citizen Services Fund Appropriations			2,084,026

3. GENERAL ASSISTANCE FUND

Beginning Balance April 1, 2020			799,160
Estimated Revenues			
3000	Property Tax	400,864	
3100	Replacement Tax	4,000	
3250	Interest Income	2,000	
3300	Other Income	16,000	
3350	CEDA - LIHEAP	5,000	
Total Estimated Revenues			<u>427,864</u>
Total Estimated Funds Available			1,227,024
Total Expenditures/Appropriations			<u>584,335</u>
Estimated Cash on Hand March 31, 2021			642,689
Expenditures			
Home Relief			
4102	Rent	100,000	
4103	Utilities	22,000	
4105	Personal Essentials	20,000	
4106	Travel Expenses	10,000	
4110	Burial	1,500	
4107	Medical	25,000	
4116	Catastrophic Insurance Premium	3,500	
4117	Miscellaneous	100	
4119	Emergency Assistance	75,000	
Total General Assistance Home Relief			257,100
Administration			
4201	Salaries	184,100	
4202	Office Supplies	3,250	
4204	Equipment	4,000	
4511	Phone & Internet	2,100	
4205	Travel & Training	2,500	
4206	Postage	200	
4210	Printing	1,500	
4212	Dues & Publications	500	
4213	Community Affairs	1,000	
4507	Professional Services	4,000	
4509	Volunteer Appreciation	2,000	
4510	Miscellaneous	500	
4591	Health Insurance	30,072	
4592	Dental, Vision & Life Insurance	1,846	
4593	Unemployment	862	
4594	IMRF Expense	8,228	
4595	FICA Expense	7,050	
Total General Assistance Administration			253,708
Pantry			
4460	Salaries	45,512	
4461	Utilities	8,500	
4391	Health Insurance	14,900	
4392	Dental, Vision & Life Insurance	540	
4393	Unemployment	300	
4394	IMRF Expense	2,035	
4395	FICA Expense	1,740	
Pantry			73,527
Total General Assistance Fund Appropriations			584,335

4. MENTAL HEALTH FUND

Beginning Balance April 1, 2020		1,005,472
Estimated Revenues		
3000	Property Tax	1,239,786
3100	Replacement Tax	12,000
3250	Interest Income	6,000
3300	Other Income	1,000
3350	Rental Income	12,000
3850	Tide Transportation Fee	7,000
3855	Telephone Reimbursement	1,000
3950	AID Transportation Fees	2,000
Total Estimated Revenues		<u>1,280,786</u>
Total Estimated Funds Available		2,286,258
Budgeted Expenditures		
	Service Contracts	1,377,000
	Administration	116,370
	Community Resource Center	59,500
Total Expenditures/Appropriations		<u>1,552,870</u>
Mental Health Fund		<u>733,388</u>
Estimated Cash on Hand March 31, 2021		733,388
Expenditures		
Service Contracts		
4100	CAC CASI	20,000
4102	CAC Family Support	10,000
4103	CAC Safe from the Start	25,000
4104	CCC Domestic Violence Shelter	30,000
4105	CCC Domestic Violence Counsel	30,000
4107	Open Door Clinic	5,000
4108	AID Supportive Employment	41,000
4109	AID Case Management	6,000
4112	Clearbrook Children's Program	8,000
4113	Clearbrook Day Services	7,500
4123	Easter Seals	63,500
4128	Renz Outpatient	60,000
4130	Northwest CASA	9,000
4131	AID Transportation	30,000
4132	Ecker Therapy Services	88,000
4135	Ecker Center/Crisis Services	10,500
4136	HTYFS Psychiatric Back-up	9,000
4137	HTYFS Alt. to Suspension	25,000
4138	Contract Support Services	90,000
4139	HTYFS Interventionist	50,000
4142	Centro de Informacion	27,500
4146	Bridge YFS - Crisis Intervention	5,000
4148	FSA Therapy Services	40,000
4158	Summitt Center	13,000
4162	TIDE Transportation	22,000
4165	Alexian Brothers - Outpatient Psych	12,500
4166	PADS of Elgin	35,000
4167	HTSS - Senior MH	49,500
4169	GEFCC	8,000
4175	WINGS Transitional Shelter	2,400
4177	Staff Development Fund	25,000
4179	Challenge Grant Fund	60,000
4180	Capital Grant Fund	125,000
4183	CCC SA Counseling	15,000
4185	Little City Foundation	5,900
4190	Maryville Academy - Eisenberg Campus	20,000
4192	Leyden FS - Detox/Rehab	40,000
4193	Boys and Girls Club	6,200
4196	Catholic Charities Caregivers Group	5,000
4200	Kenneth Young Center - SASS	13,000
4201	Journeys - Hope Center	2,500
4203	Clearbrook - Residential	8,000
4204	Eater Seals: Family Support	15,000
4205	Mental Health Housing	90,000
4207	Girl Scouts of Northern IL - Outreach	10,000
4208	Easter Seals: Nutrition	13,000
4209	Center for Enriched Living	3,000
4210	Gigi's Playhouse	15,000
4221	HTSS Home Delivered Meals	11,000
4222	HTYFS Bilingual Therapist	25,000
4223	Marklund	22,500
4224	Shelter Group Homes	3,000
4225	Community Alternatives Unlimited	9,000
4226	Fellowship Housing	2,500
Total Service Contracts		1,377,000

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	4,000	
4005	Training	750	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	59,000	
4012	Office Supplies	1,000	
4013	Postage	1,000	
4014	Equip / Database	2,000	
4537	Community Relations	4,000	
4538	Miscellaneous	500	
4539	Dues	1,500	
4540	Special Events	1,000	
4541	Printing	2,000	
4544	Consultants	4,000	
4591	Health Insurance	19,000	
4592	Dental, Vision and Life Insurance	700	
4593	Unemployment	370	
4594	IMRF Expense	5,300	
4595	FICA Expense	4,600	
Total Administration			116,370
Community Resource Center			
4210	Utilities	8,000	
4213	Janitorial	5,500	
4214	Rent	10,000	
4216	Telephone Systems Maintenance	1,000	
4217	Capital Improvements	20,000	
4250	Building Maintenance	5,000	
4286	Agency Support Services	10,000	
Total Community Resource Center			59,500
Total Mental Health Fund Appropriations			1,552,870

5. ROAD FUND

			740,855
Beginning Balance April 1, 2020			
Estimated Revenues			
3000	Property Tax	856,500	
3100	Replacement Tax	28,000	
3250	Interest Income	5,000	
3300	Permits and Fines	1,000	
3400	Traffic Enforcement Fees	1,500	
3500	Other	1,000	
Total Estimated Revenues			893,000
Total Estimated Funds Available			1,633,855
Budgeted Expenditures			
	Road Maintenance	895,500	
	Equipment	146,500	
	Bridge Maintenance	5,000	
	Buildings	60,000	
	Administration/Transfers*	283,400	
Total Expenditures/Appropriations			1,390,400
Estimated Cash on Hand March 31, 2021			243,455
Expenditures			
Road Maintenance			
4600	Controlled Substance Test	1,000	
4601	Salaries	172,000	
4602	Operating Supplies & Materials	25,000	
4603	Gasoline	20,000	
4606	Engineering	50,000	
4607	Contract Work	500,000	
4610	Street Lighting	15,000	
4614	Signs, Stripping & Tree Removal	12,500	
4616	Salt	100,000	
Total Road Maintenance			895,500
Equipment			
4604	Machine Rental	1,500	
4608	Equipment Purchase	115,000	
4609	Maintenance Vehicles & Equip	30,000	
Total Equipment			146,500
Bridge Maintenance			
4615	Bridge Repair and Maintenance	5,000	
Total Bridge Maintenance			5,000
Buildings			
4612	Buildings & Perm Improvement	50,000	
4613	Building Maintenance	10,000	
Total Buildings			60,000
Administration			
4700	Postage	1,000	
4701	Legal	20,000	
4702	Insurance	30,000	
4704	Telephone/Communications	3,000	
4705	Dues, Subscriptions & Publications	1,000	
4706	Travel	1,000	
4707	Printing	500	
4708	Training & Conferences	1,000	
4709	Uniforms and Safety Equipment	1,500	
4710	Community Affaris	2,500	
4711	Utilities	5,000	
4712	Miscellaneous	1,000	
4713	Recruitment	1,000	
4714	Office Supplies	500	
4716	Transfer to Sr Transportation*	155,000	
4717	Transfer to Vehicle Fund*	25,000	
4791	Health Insurance	18,200	
4792	Dental, Vision & Life Insurance	1,400	
4793	Unemployment	2,100	
4794	IMRF Expense	6,500	
4795	FICA Expense	6,200	
Total Administration			283,400
Total Road Fund Appropriations			1,390,400

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

6. IMRF FUND

Beginning Balance April 1, 2020		124,154
Estimated Revenues		
3000 Property Tax	195,040	
3250 Interest Income	800	
Total Estimated Revenues		195,840
Total Estimated Funds Available		319,994
Budgeted Expenditures/Appropriations		
4508 IMRF	195,840	
Total Expenditures/Appropriations		195,840
Estimated Cash on Hand March 31, 2021		124,154

7. SOCIAL SECURITY

Beginning Balance April 1, 2020		78,911
Estimated Revenues		
3000 Property Tax	157,691	
3250 Interest Income	500	
Total Estimated Revenues		158,191
Total Estimated Funds Available		237,102
Budgeted Expenditures/Appropriations		
4522 Social Security	158,191	
Total Expenditures/Appropriations		158,191
Estimated Cash on Hand March 31, 2021		78,911

8. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2020		319,476
Estimated Revenues		
3250 Interest Income	5,500	
3440 Bus Fares & Donations	8,500	
3450 Transfer from Road Maintenance*	25,000	
3460 Transfer from Town Fund	65,000	
Total Estimated Revenues		104,000
Total Estimated Funds Available		423,476
Budgeted Expenditures		
4408 Vehicle Purchase	105,000	
4540 Senior Bus Purchase	80,000	
Total Expenditures/Appropriations		185,000
Estimated Cash on Hand March 31, 2021		238,476

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

9. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2020		1,158,895
Estimated Revenues		
3445 Grant	900,000	
3455 From Town Fund	1,415,000	
3450 From Senior Fund	120,000	
Total Estimated Revenues		2,435,000
Total Estimated Funds Available		3,593,895
Budgeted Expenditures		
4400 Land/Building Acquisition & Improvements	1,650,000	
4414 Emergency Services Station	500,000	
4415 Senior Center Improvements	120,000	
4420 Izaak Walton Reserve	800,000	
4425 Building & Permanent Improvements	165,000	
Total Expenditures/Appropriations		3,235,000
Estimated Cash on Hand March 31, 2021		358,895

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES
FOR THE FISCAL YEAR ENDING MARCH 31, 2021, BY FUND IS:

GENERAL TOWN FUND	5,369,189
SENIOR CITIZEN SERVICES FUND	2,084,026
GENERAL ASSISTANCE FUND	584,335
MENTAL HEALTH FUND	1,552,870
ROAD FUND	1,390,400
IMRF FUND	195,840
FICA FUND	158,191
VEHICLE REPLACEMENT FUND	185,000
CAPITAL PROJECTS FUND	3,235,000

TOTAL APPROPRIATIONS 14,754,851

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES
SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN
SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF
Fourteen Million Seven Hundred and Fifty Four Thousand Eight Hundred and Fifty-One
(\$14,754,851) FOR THE FISCAL YEAR ENDING MARCH 31, 2021.

SECTION 4: THAT IF ANY SECTION, SUBDIVISION, OR SENTENCE OF THIS ORDINANCE SHALL
FOR ANY REASON BE HELD INVALID, SUCH DECISION SHALL NOT AFFECT THE VALIDITY
OF THE REMAINING PORTIONS OF THIS ORDINANCE.

SECTION 5: THAT SECTION 2 SHALL BE AND IS THE ANNUAL APPROPRIATION ORDINANCE
OF THIS TOWNSHIP, PASSED BY THE BOARD OF TRUSTEES AS REQUIRED BY LAW, AND SHALL
BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

SECTION 6: THAT A CERTIFIED COPY OF THIS BUDGET AND APPROPRIATION ORDINANCE
MUST BE FILED WITH THE COOK COUNTY CLERK WITHIN 30 DAYS AFTER ITS ADOPTION.

ADOPTED ON OCTOBER 20, 2020 AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS,
BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____

Nays _____

Absent _____

Supervisor

Township Clerk

CERTIFICATION

I, Kathleen Dolan Baumer, do hereby certify that I am Clerk of the Hanover Township,
Cook County, Illinois and that the foregoing is a true, correct and exact copy
of Ordinance No. 2020-_____ adopted and approved by the Board of Trustees of
said Township at the regular meeting, duly and legally called, and held October 20, 2020, as
the same appears in the records in my possession and custody as such clerk.

Dated this October 20, 2020

Township Clerk

CERTIFICATION BY CHIEF FISCAL OFFICER

I hereby certify that I am the Chief Fiscal Officer of the Hanover Township, and that the following is an estimate of revenues, by source, expected to be received by the Hanover Township, Cook County, Illinois for the fiscal year April 1, 2020 through March 31, 2021.

Property Taxes	\$ 7,928,595
Replacement Taxes	\$ 74,000
Interest	\$ 76,800
Rent	\$ 22,000
Intra Fund Charges	\$ 4,500
Fees	\$ 600,200
Grants & Donations	\$ 1,319,636
Transfers From Other Funds	\$ 1,780,000
TOTAL	\$ 11,805,731

The above is certified this 20th day of October, 2020.

Brian P. McGuire
Hanover Township Supervisor

Attest: Kathleen Dolan Baumer
Hanover Township Clerk

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Passports</i>	108	337	394	2,437
Photo fees	\$1,390	\$2,430	\$4,320	\$17,410
Fee deposits	\$3,780	\$7,770	\$13,800	\$59,900
<i>Fishing/Hunting licenses</i>	3	5	27	53
<i>Handicap Placards</i>	15	16	49	109
<i>Human Resources Requests</i>	124	135	801	715
<i>New Employee Orientations</i>	1	1	7	9
<i>Technology work orders</i>	49	47	279	378
<i>Resident Contacts</i>	2,113	2,029	8,327	9,970
<i>Percent of Budget Expended (50% of year)</i>	8.5%	9.7%	32%	40.5%

Department Highlights

- Township Administrator Barr, Assistant Township Administrator Vana, and Human Resources Manager Callahan conducted first and second round interviews for the Administrative Services Administrative Assistant position in September. Hailey Matich was offered and has accepted this position and will begin with Hanover Township on October 5. Ms. Matich is a recent graduate of Marquette University with a bachelor's degree in Political Science and Philosophy.
- Human Resources Manager Callahan researched three new Employee Assistance Program providers and is in the process of establishing an account with CuraLinc. Renz Center was the Township's previous EAP provider, however has discontinued their EAP program as a result of the merge with Ecker Center for Mental Health. More information regarding CuraLinc services will be communicated in the coming weeks.
- Township Administrator Barr facilitated meetings of the Hanover Township Management Team via video conference on September 9 and 23.
- Assistant Administrator Vana, Human Resource Manager Callahan, and Director Smith continued to work with GoCanvas to launch the use of the electronic COVID-19 health symptom monitoring tool. The monitoring tool will go live for all Township staff, volunteers, and elected officials beginning October 12.
- Human Resources Manager Callahan participated in several webinars this month including "Recruiting and Hiring", "Understanding FMLA – Employer Requirements", and "IMRF Introduction, Enrollment, and Termination Workshop".
- Township Administrator Barr, Assistant Township Administrator Vana, and Director of Community and Government Relations Kuttentberg participated in a video conference with Illinois Housing Development Authority Executive Director Faust and her staff along with State Senator Castro and her Chief of Staff Jacobs to discuss the next steps in securing funding for Hanover Landing, a permanent supportive housing facility for disabled residents on September 21st.
- Township Administrator Barr chaired the bi-monthly meeting of the Illinois Association of Township Administrators on September 16.
- Township Administrator Barr participated in a meeting of Streamwood area local government managers to maintain open lines of communication and coordination on September 30.

Hanover Township Mission Statement:

To continuously improve the quality of life for Hanover Township residents.

DEPARTMENT OF AGING SERVICES

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Programming Division</i>				
Planned programs	101	249	440	1,563
Participants	548	3,134	3,100	21,222
Participants (unduplicated)	186	704	323	1,425
Wait listed (unduplicated)	0	43	0	227
Art & Computer classes	38	70	159	440
Art & Computer class participants	177	426	676	2,356
New volunteers	3	8	9	35
Total volunteers (unduplicated)	59	167	73	233
Volunteer hours reported	541	2,331	2,265	14,870
<i>Nutrition Division</i>				
Meals Served	1,141	1,382	6,303	8,788
Meals delivered by volunteers	2,719	2,156	18,017	13,574
<i>Social Services Division</i>				
Clients served (unduplicated)	259	126	703	616
Clients served (duplicated)	397	180	2,122	1,401
Energy Assistance	44	9	231	74
Prescription drugs & health insurance assistance	80	82	509	614
Social Service programs	14	11	50	74
Social Service program participants	101	167	557	1,002
Lending Closet transactions	129	119	462	745
<i>Transportation Division</i>				
One way rides given	803	1,680	3,389	8,725
Individuals served (unduplicated)	81	183	115	331
New riders	14	43	115	331
Unmet requests for rides	11	97	25	666

Department Highlights

- A new 14-passenger bus was delivered on September 3. The bus wrap was completed on September 22 and is now fully operational.
- The Transportation Division implemented temperature checks and health screenings for all passengers effective September 14.
- Director Conway attended the Alliance for Information and Referral Systems virtual conference September 16 – 18.
- Nutrition Services provided 194 drive thru meals during their monthly “Rib Day” on September 25. A new promotion to increase numbers is to offer a complimentary dessert every Wednesday.
- Social Services staff Gomez, Domingo, and Robles attended the virtual Senior Health Insurance Program Conference on September 29. The conference provided Medicare updates in advance of the Annual Enrollment Period set to begin October 15.
- In-house programs continue to grow featuring movies, arts & crafts, candy bingo, ceramics, card making, and senior exercise. Billiards will resume in November with reserved time slots and limited participant capacity.
- New outdoor exercise opportunities of yoga and a nature walking group began.
- Social Services hosted the new Senior Medicare Patrol series in partnership with AgeOptions. A virtual seminar was held every Friday in September.

*Aging Services Mission Statement:
Enriching Lives, Fostering Friendships, Promoting Independence*

OFFICE OF THE ASSESSOR

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Administration</i>				
Office visits	287	501	829	1636
Building permits processed	676	937	3,347	4,364
Change of Name	1	8	6	53
Property tax appeals	350	345	350	345
Certificate of Errors	53	89	396	817
Property location updates	1	0	4	1
Sales Recording	185	0	1,122	777
New owner mailing	195	0	649	1,760
<i>Exemptions</i>				
Homeowner exemptions	21	32	153	288
Senior homeowner exemptions	17	29	67	369
Senior Freeze exemptions	6	22	105	267
Disabled Veteran exemptions	6	4	30	37
Disabled person exemptions	3	2	37	76
Miscellaneous exemptions	1	7	8	30

Department Highlights

- Extended Tuesday hours provided assistance to 9 visitors after 4:30 pm in September.
- The total number of email addresses on the Assessor's Office contact list is 3,170. 15 new email contacts were added in September.
- The Cook County Treasurer postponed indefinitely the 2018 delinquent tax sale.
- 2019 2nd installment tax bills were due August 3 but can be paid until October 1 without penalty. Partial payments are accepted.
- Cook County Assessor appeals started on September 9. The last day to file appeals is October 15. The Cook County Assessor has requested all appeals be filed online due to COVID-19.
- Chief Deputy Glascott and Deputy Christopher participated in the Cook County Township Assessor's Association Zoom meeting September 25.
- Hanover Township Assessor's Office is assisting taxpayers with comparables to file their appeals online. Residents can receive their comparables via email, a paper copy in the mail, or by visiting the Hanover Township Assessor's Office.

Office of the Assessor Mission Statement:

The Hanover Township Assessor is your nearest liaison to the Cook County Assessor's Office. Our duty is to provide professional assistance with questions you may have regarding your real estate assessments and tax bills.

OFFICE OF COMMUNITY AFFAIRS

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Website Visits (total)</i>	6,519	6,662	35,717	29,902
<i>Website Visits (unique)</i>	4,481	6,107	26,633	25,216
<i>Facebook Likes</i>	39	122	206	372
<i>Facebook Reach</i>	50,640	76,398	280,070	399,851
<i>Twitter Followers</i>	4	N/A	24	18
<i>YouTube Views</i>	257	176	1,939	1,113
<i>Media Releases</i>	5	3	14	17
<i>Veteran Contacts</i>	N/A	61	253	314
<i>Total Veterans served</i>	N/A	50	170	231
<i>Total Resident Contacts (Elgin office)</i>	29	115	92	3,900

Department Highlights

- Director Kuttenberg hosted a tour for Representative Pappas' new District Director on September 2 with Directors Conway, Smith, and Imperato at the Senior Center and Astor Avenue Community Center. Staff discussed opportunities for partnership with the representative's office as well as referral information.
- Director Kuttenberg participated in a virtual training titled "Crisis Communications Fundamentals" on September 3 hosted by the Northern Illinois University Civic Leadership Institute. The presenter shared strategies and best practices for crisis communications, as well as diversity outreach and recruitment.
- Director Kuttenberg represented the Township at the annual Bartlett Tax districts meeting on September 9 at the Bartlett Police Department. Each local government tax entity shared an update on programs, services, and special events, as well as COVID-19 response.
- The Township hosted a community shred event on September 12 at the Tiknis Campus in Bartlett from 9AM to 12 PM in partnership with KCT Credit Union. It is estimated over 500 residents attended.
- Director Kuttenberg joined Trustee Moinuddin and Clerk Dolan Baumer in virtually attending the Township Officials of Cook County annual meeting on September 16.
- Director Kuttenberg joined Administrator Barr and Assistant Administrator Vana in a virtual meeting with the Illinois Housing Development Authority (IHDA) staff and Senator Castro to discuss the Township's Hanover Landing initiative. IDHA staff provided direction on how to best move forward with an application for tax credits for the initiative.
- Director Kuttenberg participated in the Elgin Hispanic Network's virtual monthly meeting on September 23 to provide information on Township special events.
- The Township hosted an Illinois Department of Public Health COVID-19 mobile testing event on September 28-29 at the Tiknis Campus in Bartlett. 234 tests were conducted. Director Kuttenberg coordinated the event along with Representative Pappas' office.
- Director Kuttenberg joined Supervisor McGuire and Administrator Barr in a conference call on September 29 along with Township Officials of Cook County President Tim Heneghan, Schaumburg Township staff, and Cook County staff to discuss coronavirus relief funding for Townships.
- Director Kuttenberg hosted the bi-monthly virtual meeting of the Township Communicators of Illinois on September 30. Nine townships were represented during the meeting.

Hanover Township Mission Statement:

To continuously improve the quality of life for Hanover Township residents.

OFFICE OF COMMUNITY HEALTH

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Appointments</i>				
ProTimes	12	10	50	56
TB skin test	3	10	9	57
Cholesterol	7	60	8	74
Pharmaceutical Assistance Programs	2	0	5	3
Miscellaneous labs	9	11	65	66
Wellness Screening (BP, diabetes, anemia)	16	23	40	313
Other*	52	51	212	279
<i>Clinic Clients</i>				
Senior Center/ home visits	87	97	286	633
Astor Avenue	4	6	22	52
Elgin, Izaak Walton Center	5	3	10	18
Offsite clinics	0	9	0	66
Total clients (unduplicated)	47	30	181	354
<i>Public Education & Health Promotion</i>				
Media coverage	0	1	1	21
Informational seminars/Program	5	3	13	35
Program Participants	62	338	243	1189
<i>Primary Care Provider Support</i>	0	1	4	15

*Other includes virtual nurse appointments during COVID 19 closure

Department Highlights

- Director Smith and Community Health Nurse Court continued to perform contact tracing for COVID positive patients for the Cook County Department of Public Health and were assigned 131 new cases in the month of September.
- Director Smith and Community Health Nurse Court administered flu shots to 34 employees and family members in the month of September.
- Director Smith and Community Health Nurse Court provided 7 home visits for residents in the month of September.
- Director Smith met with Molly Brennan, District Director for Representative Diane Pappas, to provide a tour of the department and discuss an overview of the programs and services the department provides.
- Director Smith launched and facilitated a new 8-week session of Wits Workout, a brain fitness program that focuses on socialization for older adults, on September 3.
- The Office of Community Health hosted a flu shot clinic for residents in partnership with CVS pharmacy on September 18.
- The Office of Community Health partnered with the AMITA Health Cancer Institute on September 23 to provide free PSA cancer screenings for residents.

Office of Community Health Mission Statement:

*Our mission is to provide education and health promotion,
prevent the spread of disease and illness, and to assist residents in accessing quality health services.*

DEPARTMENT OF EMERGENCY SERVICES

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Volunteers</i>				
Total sworn volunteers	25	29	25	29
New sworn volunteers	2	0	1	1
<i>Hours</i>				
Volunteer Detail Hours	405	528	8,087	3,173
Volunteer Work Hours	857	234.5	1,369	1,408
Volunteer Training Hours	202	174	747	1,315
<i>Total Volunteer Hours</i>	1,465	936.5	10,204	5,896
<i>Details</i>				
Emergency Call Outs	8	8	50	43
Safety Patrols	3	5	216	23
Township Sponsored Events	0	10	0	20
Other Community Events	1	2	22	42
Miscellaneous	0	1	2	6
<i>Total Details</i>	18	26	280	134

Department Highlights

- Emergency Services responded to traffic accidents in Barrington Hills on September 5, in Streamwood on September 12 and 25, in Barrington on September 13, and in Elgin on September 24.
- Emergency Services responded to a structural fire call in Hanover Park on September 20.
- Director Crews met with the elected officials for the Village of Barrington to discuss the Hanover Township Emergency Services program on September 8.
- On September 17 and 18 Director Crews and Emergency Services Member Landt attended the Federal Aviation Administration (FAA) ground school in Glenview.
- Throughout the month of September, Director Crews met with Fox River Fire Department, Bartlett Fire Department, Schaumburg Fire Department, East Dundee Fire Department and Elgin Fire Department command staff to discuss the new decontamination program implementation.

Hanover Township Mission Statement:

To continuously improve the quality of life for Hanover Township residents.

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Administration</i>				
Vehicle service calls	4	6	14	46
Work orders	309*	68	1,444*	541
Event set-ups/tear downs	38	216	91	1,169
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,026	4,923	25,513	29,226
Town Hall	6,240	9,060	38,820	55,560
Senior Center	34,003	40,489	214,598	211,577
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0.0	12.52	382.85	381.01
Town Hall	8.40	69.94	1,066.84	2,202.84
Senior Center	1,014.88	1,355.15	6,048.54	6,598.71
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	60	20	102

*Increase due to implementation of UpKeep Work Order system allowing for more accurate documentation.

Department Highlights

- Facilities and Road Maintenance contracted with Toberman Engineering to address the surface spring water and erosion issues along Rohrssen Road. Toberman Engineering has completed the initial site walk-through and will be completing the survey and engineering during the month of October.
- Facilities and Road Maintenance staff assisted Youth and Family Services with the moving, setup, and breakdown for the department's annual garage sale fundraiser.
- Facilities and Road Maintenance staff assisted with the planning, setup, and breakdown of the Hanover Township Shred Event on September 12.
- Facilities staff continues daily spray sanitation of buses and is continuing the twice daily disinfecting of all facilities as part of department coronavirus precautions.
- The annual inspection of the Town Hall emergency generator indicated needed repairs to restore function. Operations Manager Nelson received quotes for both repair and replacement of the current generator, with the decision made by Director Hanson to move forward with repairs. The repairs to the generator are expected to be completed in October.
- The annual Township unincorporated roads Brush Pickup Program continued the first full week of September. Road Associate Crane and Maintenance Associate Marcinek chipped 15 truckloads of mulch at 5 tons per load for a total of 75 tons of mulch, bringing the season total to 287 tons. All mulch was delivered to Township residents through the Resident Mulch Delivery Service or used within the Township Reserves.
- Operations Manager Nelson worked with Kevin Dieckhoff of Simon Roofing to complete numerous repairs to the flat roof areas of the Senior Center to address leaks.

DEPARTMENT OF HUMAN SERVICES

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>General Assistance</i>				
General Assistance clients	10	11	64	63
General Assistance appointments	22	23	140	141
Emergency Assistance appointments	23	41	129	159
Emergency Assistance approved	4	8	20	23
Crisis intake clients	390	213	1,989	937
Access to Care	0	0	0	1
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	61	0*	169	72
Circuit Breaker	0	0	0	0
<i>Social Services</i>				
ComEd Hardships	4	23	27	60
Weatherization	1	0	1	0
<i>Food Pantry</i>				
Served (Households)	703	659	4,808	3,966
New applications	4	22	31	188
Food Donations	60	48	403	253
<i>Community Center Walk-Ins</i>	32	160	150	1,059

* Program Closed

Department Highlights

- Food Pantry usage continues to be strong showing a 21% increase from FY20. Client choice continues to be an option allowing residents into the food pantry to choose their items, as well as continuing to offer curbside pick-up and home delivery options. Residents entering the food pantry are required to complete the COVID-19 Symptoms Monitoring Tool and temperature check.
- Meal boxes have been ordered for the holiday season. Food pantry families will be able to register in person beginning October 26 when using the food pantry or by calling the Astor Avenue Community Center to register beginning November 2.
- 2020 online holiday toy programs registration continues. Residents can submit their applications online at holidays@hanover-township.org or schedule an appointment to submit required documentation. Once a registration is received and residency is verified, the resident is contacted and asked to submit all required documentation.
- The Sponsor-A-Family and Toy Drive programs will follow a no contact drive through model this year.
- Human Services staff continue to move forward with the Veteran Service Officer (VS) Accreditation and plan to have more information in the coming weeks.
- Applications continue to be submitted remotely for Community and Economic Development Association (CEDA) and Salvation Army. Salvation Army funds assisted 5 residents in September.
- Employment Specialist Karen Flaxman continues to assist residents. In September six new residents began working with Employment Services, three residents found full time employment, eleven residents received assistance with resumes, and six clients were referred to available employment opportunities.

OFFICE OF THE MENTAL HEALTH BOARD

Report for September 2020

SERVICE PROVIDED	AUGUST 2020	AUGUST 2019	FYTD 2021	FYTD 2020
<i>Grant Funding</i>				
New clients	173	298	1,185	1,396
Ongoing clients	698	779	4,022	3,153
Closed cases	63	20	288	350
Prevention programming presentations	5	2	118	217
Number in audience	19	122	95	1,661
<i>TIDE</i>				
Participants	25	21	25	21
Rides	103	100	459	679
<i>Resource Center</i>				
Organizations providing services	6	6	6	6
Clients served	21	137	39	571

Department Highlights

- The Mental Health Board met on September 22 and awarded the following:
 - \$500 in staff development funding to Heritage Elementary School. The school is training select staff to lead a curriculum-based group for students and parents that addresses trauma and parenting skills.
 - \$3,000 in staff development funding to Community Alternatives Unlimited to attend two different trainings. The first training opportunity is to attend the Annual Illinois Autism conference to address ways to work with those with autism. The second is a conference that focuses on resources for people with developmental disabilities. Community Alternatives Unlimited is an agency that provides case management to individuals and their families with developmental disabilities.
- Manager Teachout participated in the interdepartmental case coordination work group to update other departments on area agencies and their level of service during the pandemic.
- Manager Teachout continued planning and marketing of the Domestic Violence Forum by working with United for Peace and recruiting panelists from area agencies. The forum will take place on October 2.
- Manager Teachout distributed surveys to current TIDE riders regarding the need to expand the transportation program. An evaluation of the TIDE program needs is one of the Mental Health Board's FY21 goals.
- Manager Teachout met with staff from Legal Aid Foundation to discuss services provided. Legal Aid Foundation will present to the Human Services Coordinating Council on November 18th.
- Manager Teachout reviewed annual Mental Health Board FY22 funding applications and communicated with agencies that needed to provide more information.

Mental Health Board Mission Statement:

The Hanover Township Mental Health Board ensures that services in the area of mental health, including developmental disabilities, addictions and substance abuse, are available to all residents of Hanover Township.

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for September 2020

SERVICE PROVIDED	SEPTEMBER 2020	SEPTEMBER 2019	FYTD 2021	FYTD 2020
<i>Outreach & Prevention</i>				
Open Gym participants	110*	420	513	5,391
Open Gym participants (unduplicated)	44	261	91	954
Alternative to Suspension referrals	67	54	67	84
Alternative to Suspension participants	0	0	276	269
Alternative to Suspension participants (unduplicated)	0	0	134	92
<i>Clinical</i>				
Therapy clients	387	245	1,522	2,207
Therapy clients (unduplicated)	76	126	309	945
New clients (unduplicated)	3	0	22	19
Clinical hours	248	223	1,093	1,658
Group session participants	0	2	71	641
<i>Tutoring Participants</i>				
Total	0	0	17	321
Unduplicated	0	0	7	116

*This number includes all participants for the Youth and Family Services Movie Nights.

Department Highlights

- Youth and Family Services hosted the 2nd and 3rd movie night of the year on September 9 and 18 with 81 participants.
- Youth Leader Brenda Perez participated on a youth panel on September 9 for the Illinois Association of Behavioral Health representing Hanover Township Youth and Family Services by in their virtual series “Better Together”.
- Volunteer Coordinator Litz and ten volunteers assisted with the Shred Event on September 12.
- The department secured indoor space for the Open Gym Program with the Hanover Park Park District in order to resume indoor Open Gym activities starting in November.
- Prevention Specialist Konzal hosted the 6th Annual Garage Sale Fundraiser on September 25 and 26. Seven youth leaders participated in the garage sale that raised over \$700. This will assist in paying for two youth leaders to attend the Cebrin Goodman Teen Institute’s Mid-Year Teen Leadership Conference at Illinois State University next January. This conference will assist leaders in advancing their skills and knowledge in group facilitation, prevention strategies, and leadership development.
- Director Houdek and Volunteer Coordinator Litz met virtually on September 22 with Youth and Family Services volunteers and tutors to discuss plans and safety practices for in-person tutoring.
- Director Houdek and Manager Dickinson participated in Kenneth Young Center’s Positive Youth Development Subcommittee on September 24.
- Director Houdek met virtually on September 24 with tutoring parents to discuss the new practices and procedures of in-person tutoring and address safety procedures for families and participants.
- Director Houdek, Clinical Manager Gonzalez, and Human Resource Manager Callahan met on September 30 to conduct first round interviews for the Bilingual Family Therapist position.

The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. We strengthen families, provide outreach to youth at risk of school failure and contribute to the building of a healthier Township community.

Hanover Township
Board Audit Report
From 10/6/2020 - 10/19/2020

	<u>Total</u>
Total Town Fund	66,044.94
Total Senior Services Fund	35,195.37
Total General Assistance Fund	9,048.04
Total Road Maintenance Fund	20,180.86
Total Mental Health Board Fund	160,318.26
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	25,576.98
Total All Funds	<u><u>316,364.45</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
1013 · Town Fund - Revenue					
1013440 · YFS - Tutoring Fees					
Check	10/06/2020	138515	Kimberley Autry	Program Refund	45.00
Total 1013440 · YFS - Tutoring Fees					45.00
Total 1013 · Town Fund - Revenue					45.00
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Human Resources Information Software Monthly Fee	329.00
Check	10/13/2020	138635	Access 1 Source	Inv# 80771 Time & Attendance Monthly Software Fee	288.50
Check	10/13/2020	138664	ProxIT Technology Solutions	Inv# 21570 Phone Headsets - OCH (2)	430.48
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Identification Card Service	200.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Laptop bag (reimbursed by MTA)	37.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Domain Renewal for team-ht.com	18.17
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Monthly E-Communication Service (September)	67.72
Total 1014430 · Computer Equipment & Software					1,371.83
Total 101CAP · Capital Expenditures					1,371.83
101CHN · Community Health					
1014453 · Printing					
Check	10/06/2020	138532	Kwik Print	Inv# 67794 Department Envelopes	109.90
Total 1014453 · Printing					109.90
1014456 · Community Affairs					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Health education display model	267.93
Total 1014456 · Community Affairs					267.93
1014457 · Furniture and Computer Equip					
Check	10/06/2020	138534	Leaf (618-008)	Inv# 111096140 Lower Level Copier Lease	60.00
Total 1014457 · Furniture and Computer Equip					60.00
1014462 · License/Professional Insurance					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Registered Nurse license renewal (K Smith)	81.80
Total 1014462 · License/Professional Insurance					81.80
1014465 · Medical Supplies					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Disinfectant wipes (4)	95.96
Total 1014465 · Medical Supplies					95.96
1014491 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,143.28

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Total 1014491 · Health Insurance					1,143.28
Total 101CHN · Community Health					1,758.87
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014611 · Education & Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Crisis Communications Fundamentals webinar (Kuttenberg)	33.00
Total 1014611 · Education & Training					33.00
1014614 · Printing					
Check	10/16/2020	138718	Braden Interact Business (Elgin-BP JaySt)	Inv# 665416 Copy Charges - September	5.31
Total 1014614 · Printing					5.31
1014617 · Equipment & Furniture					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Hand soap	16.45
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Storage shelf	32.93
Check	10/16/2020	138719	Canteen Refreshment Services	Inv# ORD76733 Water Machine Rental 10/12-11/8	40.95
Check	10/16/2020	138719	Canteen Refreshment Services	Inv# ORD67404 Water Filter Replacement	85.00
Total 1014617 · Equipment & Furniture					175.33
1014623 · Satellite Office Phone & Intrnt					
Check	10/13/2020	138654	Kuttenberg, Thomas	Cell Phone Reimbursement June - Oct 2020	250.00
Check	10/16/2020	138720	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 10/4-11/3	192.15
Total 1014623 · Satellite Office Phone & Intrnt					442.15
1014624 · Travel					
Check	10/16/2020	138740	Smith, Celeste	Mileage Reimbursement 9/1-10/9	17.75
Total 1014624 · Travel					17.75
1014627 · Community Affairs					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Shred Day supplies	15.64
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Community Affairs welcome Lunch (3)	41.77
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Lunch for Shred Day event (12)	139.62
Total 1014627 · Community Affairs					197.03
1014629 · Dues and Subscriptions					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Digital monthly newspaper subscription (September)	7.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Metro Townships E-Mailbox (reimbursed by MTA)	18.34
Total 1014629 · Dues and Subscriptions					26.30
1014691 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	571.64

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Total 1014691 · Health Insurance					571.64
Total 101CMA · Community Relations					1,468.51
Total 101CVA · Community & Veteran Affairs					1,468.51
101ES · ES - Expenditures					
1014802 · Equipment					
Check	10/06/2020	138519	Dalmatian Fire Equipment, Inc	Inv# 405040 SCBA's (3)	1,187.85
Check	10/06/2020	138524	Mark Your Space, Inc.	Inv# 6254 Cone Lettering	50.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Hose nozzles	33.75
Check	10/13/2020	CC Sept 20	JP Morgan Chase	LED light for UTV	105.95
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Station supplies	10.32
Check	10/13/2020	CC Sept 20	JP Morgan Chase	ES Policy binders, tabs, and copies	73.62
Check	10/16/2020	138724	Dalmatian Fire Equipment, Inc	Inv# 405107 SCBA's Warranty	10.00
Total 1014802 · Equipment					1,471.49
1014803 · Uniforms					
Check	10/06/2020	138528	Ray O'herron Co., Inc.	Inv# 2052995 Pants(2)/Streetgear (2)/Shirts/Belts/Nameplates	625.19
Check	10/13/2020	138645	Fullife Safety Center	Inv# 53663 Hats (25)	367.50
Check	10/13/2020	138665	Ray O'herron Co., Inc.	Inv# 2055694 Shirt	92.49
Check	10/13/2020	138665	Ray O'herron Co., Inc.	Inv# 2056203 Shirt/Nameplate	87.84
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Search Team uniforms (24)	334.40
Check	10/16/2020	138732	Ray O'herron Co., Inc.	Inv# 2057651 Captain Badge	119.08
Check	10/16/2020	138732	Ray O'herron Co., Inc.	Inv# 2057209 Nameplate (2)/Belt	46.89
Total 1014803 · Uniforms					1,673.39
1014806 · Office Supplies					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Keyless entry annual plan (5 members)	86.40
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Batteries	41.46
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Batteries	33.76
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Traffic cones (12)	217.86
Total 1014806 · Office Supplies					379.48
1014808 · Education & Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Search and Rescue textbook	61.90
Check	10/13/2020	CC Sept 20	JP Morgan Chase	FAA Drone Pilot Ground online school	224.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Lunch at training (2)	18.26
Check	10/13/2020	CC Sept 20	JP Morgan Chase	FAA Drone Pilot Ground and Flight school (2)	1,598.00
Total 1014808 · Education & Training					1,902.16
1014812 · Volunteer Appreciation					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Station supplies	14.93
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Officer meeting meal (6)	64.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Meal for working meeting (2)	26.08
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Station supplies	92.69
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Station supplies	95.38

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Food for Officer meeting (6)	87.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Food for member meeting (2)	16.87
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Refreshments for Station	18.30
Total 1014812 · Volunteer Appreciation					416.24
1014813 · Vehicle Fuel & Maintenance					
Check	10/06/2020	138538	Village of Hanover Park (Fuel)	Inv# 2020-00000858 August 2020 Fuel	604.88
Check	10/13/2020	138650	Hopkins Ford	O# 648718 Tire Maintenance	249.20
Check	10/13/2020	138655	Mark Your Space, Inc.	Inv# 6004 Vehicle Graphics (5)	1,125.00
Check	10/13/2020	138666	Redmon's Towing	Ticket# 485933 Vehicle Tow	119.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Station supplies	1.98
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Tire inflator	25.32
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Hose reel and station supplies	105.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Vehicle wash	9.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Vehicle wash	9.00
Check	10/16/2020	138729	Illinois Tollway	Inv# G123000002339 Transponder Fees	124.95
Total 1014813 · Vehicle Fuel & Maintenance					2,374.29
1014814 · Communications					
Check	10/16/2020	138731	Motorola Solutions, Inc.	Inv# 5255620200901 Monthly Radio Service Oct 2020	586.00
Total 1014814 · Communications					586.00
1014891 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	983.23
Total 1014891 · Health Insurance					983.23
Total 101ES · ES - Expenditures					9,786.28
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	10/16/2020	138741	Kopon Airdo, LLC	Inv# 190-0001-31362 Legal Services - September	6,676.60
Check	10/16/2020	138741	Kopon Airdo, LLC	Inv# 190-0005-31363 Legal Services - September	2,145.00
Total 1014502 · Legal Services					8,821.60
Total 101LEA · Legal & Auditing					8,821.60
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Cordless vacuum cleaner (2)	239.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Corded backpack vacuum (2) and filter bags (4 packs)	818.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Mop bucket with wringer (3), 150 count microfiber cloths (2)	333.70
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Cleaning supply caddy (2)	20.70
Total 1014205 · Janitorial Supplies					1,413.32
1014210 · Building Maintenance - Town					

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Wall mounted barrier belt for Passport Office	20.19
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Wall mounted barrier belt for Astor Avenue Community Center	20.19
Check	10/16/2020	138736	The Home Depot	Inv# 2032370 ES Privacy Room Construction Materials	456.43
Check	10/16/2020	138736	The Home Depot	Inv# 2032382 ES Privacy Room Construction Materials	298.62
Check	10/16/2020	138736	The Home Depot	Credit 2224149 ES Privacy Room Materials	-271.70
Total 1014210 · Building Maintenance - Town					523.73
1014211 · Building Maintenance - Senior					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Monitor wall mount for Senior Center Kitchen computer	12.99
Total 1014211 · Building Maintenance - Senior					12.99
1014214 · Equipment Maintenance - Senior					
Check	10/13/2020	138638	Charles Environmental LLC	Inv# 2499 Grease Trap Cleaning	150.00
Check	10/13/2020	138663	Otis Elevator Company	Inv# CY22992001 Elevator Repair Service	765.00
Total 1014214 · Equipment Maintenance - Senior					915.00
1014219 · Vehicle Fuel - Town					
Check	10/06/2020	138538	Village of Hanover Park (Fuel)	Inv# 2020-00000858 August 2020 Fuel	417.51
Total 1014219 · Vehicle Fuel - Town					417.51
1014222 · Trash Removal - Town					
Check	10/13/2020	138648	Groot, Inc.	Acct# 3107-68246 Inv# 6059779 Monthly Charges October 2020	264.73
Total 1014222 · Trash Removal - Town					264.73
1014223 · Trash Removal - Senior					
Check	10/13/2020	138648	Groot, Inc.	Acct# 3107-61390 Inv# 6059618 Monthly Charges October 2020	339.38
Total 1014223 · Trash Removal - Senior					339.38
1014224 · Trash Removal - Astor					
Check	10/13/2020	138648	Groot, Inc.	Acct# 3107-69323 Inv# 6059780 Monthly Charges October 2020	660.78
Total 1014224 · Trash Removal - Astor					660.78
1014225 · Grounds/Reserve Maintenance					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Dog waste station bags (3200 count)	119.97
Check	10/16/2020	138736	The Home Depot	Inv# 34742 IWC Dumpster Concrete	39.70
Total 1014225 · Grounds/Reserve Maintenance					159.67
1014227 · Miscellaneous					
Check	10/13/2020	138670	Verify (XHANOV)	Inv# 1375286 Background Checks Aug 2020	88.00
Total 1014227 · Miscellaneous					88.00
1014229 · Equipment Maintenance - Izaak					

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Check	10/16/2020	138717	Alarm Specialties and Protection	Inv# 4162 Quarterly Alarm Monitoring - IWC	165.00
Total 1014229 · Equipment Maintenance - Izaac					165.00
1014230 · Trash Removal - Izaac					
Check	10/13/2020	138648	Groot, Inc.	Acct# 3107-54379 Inv# 6060486 Monthly Charges October 2020	124.29
Total 1014230 · Trash Removal - Izaac					124.29
1014291 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	5,270.52
Total 1014291 · Health Insurance					5,270.52
Total 101MAIN · Facilities Maintenance					10,354.92
101PAN · Pantry					
1014161 · Utilities					
Check	10/13/2020	138660	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges 8/14-9/12 (Meter 1)	39.30
Check	10/13/2020	138661	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges 8/14-9/12 (Meter 2)	39.30
Check	10/13/2020	138672	Village of Hanover Park	Acct# 3940-001 Water/Sewer Oct 2020	46.76
Check	10/16/2020	138722	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 9/1-10/1	608.17
Total 1014161 · Utilities					733.53
1014191 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,200.44
Total 1014191 · Health Insurance					1,200.44
Total 101PAN · Pantry					1,933.97
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Backup Phoneline Monthly Fee	139.61
Check	10/16/2020	138721	Call One	Inv# 331653 Monthly Charges 10/15-11/14	813.42
Total 1014402 · Telephone - Town					953.03
1014403 · Utilities - Town					
Check	10/13/2020	138640	Com Ed 006 (Town)	Acct 7826009006 Monthly Charge/Supply Services 8/31-9/30	845.11
Check	10/13/2020	138658	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 8/16-9/13	125.92
Check	10/13/2020	138671	Village of Bartlett	Acct# 51470 Water/Sewer Town Bill# 768950	147.57
Total 1014403 · Utilities - Town					1,118.60
1014405 · Internet Access - Town					
Check	10/16/2020	138715	AT&T 824	Acct 253810824 Back-up Internet 9/28-10/27	83.77
Total 1014405 · Internet Access - Town					83.77

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Total 101THE · Town Hall Expense					2,155.40
101TOE · Town Office Expense					
1014406 · Printing					
Check	10/13/2020	138637	Braden Interact Business (DD6303723 Town)	Inv# 666713 Copy Charges Sept 2020	250.66
Check	10/16/2020	138735	Safeguard Business Systems	Inv# 34263131 AP/Payroll Checks (2,000)	434.42
Total 1014406 · Printing					685.08
1014414 · Memberships, Subs & Publication					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Video Conferencing Monthly Membership Fee (Vana)	14.99
Check	10/16/2020	138723	Daily Herald	Acct 681793 Daily Herald Newspaper Service 9/20-11/14	120.20
Total 1014414 · Memberships, Subs & Publication					135.19
1014420 · Pre-Employment Charges					
Check	10/16/2020	138733	Physicians Immediate Care	Balance Due - Employee Screenings	4.00
Check	10/16/2020	138738	Verify (XHANOV)	Inv# 1379058 Background Checks Sept 2020	18.00
Total 1014420 · Pre-Employment Charges					22.00
1014429 · Miscellaneous					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Employee lunch coverage (2)	42.53
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Employee lunch coverage (2)	30.21
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Notary Public renewal (Supervisor McGuire)	133.00
Total 1014429 · Miscellaneous					205.74
1014530 · Financial Administration					
Check	10/16/2020	138727	Governmental Accounting, Inc	Inv# 58843 Monthly Contract Billing	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014560 · Emergency Contingency Fund					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Employee recognition Summer Theme Days (3)	75.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Thermometers (10)	408.50
Total 1014560 · Emergency Contingency Fund					483.50
1014591 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	3,852.87
Total 1014591 · Health Insurance					3,852.87
1014596 · Ancillary Benefits					
Check	10/13/2020	138644	CUNA Mutual Retirement Solutions	457 Plan Employer Contribution	4,030.00
Total 1014596 · Ancillary Benefits					4,030.00
Total 101TOE · Town Office Expense					14,814.38

104ASR · Assessor's Division

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
1044491 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	2,869.64
Total 1044491 · Health Insurance					2,869.64
Total 104ASR · Assessor's Division					2,869.64
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094611 · Education & Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Video conferencing monthly membership fee (Houdek)	14.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Video conferencing monthly membership fee (Gonzalez)	14.99
Total 1094611 · Education & Training					29.98
1094614 · Printing					
Check	10/16/2020	138737	TTSG Leasing	Inv# 54084 Copy Charges 9/13-10/12	52.96
Total 1094614 · Printing					52.96
1094617 · Equipment Maintenance					
Check	10/16/2020	138725	De Lage Landen Financial Services	Inv# 69709276 Copier Lease 10/15-11/14	188.02
Total 1094617 · Equipment Maintenance					188.02
1094618 · Psychiatric Backup					
Check	10/06/2020	138514	Alexian Brothers Behavioral Health Hospi	Psychiatric Backup	305.00
Total 1094618 · Psychiatric Backup					305.00
1094619 · Office Supplies					
Check	10/06/2020	138527	Quill Corporation	Inv# 10689904 Toner	76.14
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Notebooks and tape	26.93
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Office chair	54.98
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Office supplies	9.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Dust-Off compressed gas duster (4)	25.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	2021 Monthly Planner (21)	249.06
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Post-It notes and hanging file folders	26.49
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Facial tissues (18)	52.67
Check	10/16/2020	138734	Quill Corporation	Inv# 9187789 Toner	132.68
Check	10/16/2020	138734	Quill Corporation	Inv# 11018173 Coffee	104.98
Total 1094619 · Office Supplies					758.92
1094621 · Recruitment and Pre Employment					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Indeed recruitment for Bilingual Therapist	3.23
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Bilingual Therapist job posting on NPO.net	75.00
Total 1094621 · Recruitment and Pre Employment					78.23
1094623 · Travel					

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	138646	Garza, Jazmin J	Mileage Reimbursement Sept 2020	24.94
	Total 1094623 · Travel				24.94
	1094626 · Equipment & Furniture				
Check	10/13/2020	138651	Houdek, Tina M	Quarterly Cell Phone Reimbursement Q3 2020	120.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	External DVD Drive and speaker splitter for YFS Movie Night	35.92
Check	10/13/2020	CC Sept 20	JP Morgan Chase	HDMI Cable for YFS Movie Night	10.99
	Total 1094626 · Equipment & Furniture				166.91
	1094628 · Tutoring				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Sanitizer bottles for Tutoring	14.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Face shields for Tutoring (10)	29.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Spray bottles for Tutoring	12.99
	Total 1094628 · Tutoring				57.97
	1094629 · Dues & Subscriptions				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Adobe subscription	68.92
	Total 1094629 · Dues & Subscriptions				68.92
	1094691 · Health Insurance				
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	7,075.87
	Total 1094691 · Health Insurance				7,075.87
	Total 109ADM · Administration & Clinical				8,807.72
	109OUT · Outreach & Prevention				
	1094627 · Open Gym Program.				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Snacks for Open Gym	23.96
	Total 1094627 · Open Gym Program.				23.96
	1094643 · Education & Training				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Operation Snowball/CGTI Prevention conference registration (Konzal)	75.00
	Total 1094643 · Education & Training				75.00
	1094648 · Community Affairs				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	YFS Movie Night "Sonic the Hedgehog" DVD	16.94
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Permit for YFS Movie Night	16.00
	Total 1094648 · Community Affairs				32.94
	1094652 · Substance Abuse Prevention Prog				
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Operation Snowball Virtual 5k (Konzal)	10.00
	Total 1094652 · Substance Abuse Prevention Prog				10.00

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
1094791 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,714.92
Total 1094791 · Health Insurance					1,714.92
Total 109OUT · Outreach & Prevention					1,856.82
Total 109YFS · Youth & Family Services					10,664.54
Total 1014 · Town Fund - Expenditures					65,999.94
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	10/13/2020	138639	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 8/31-9/30	3,932.99
Check	10/13/2020	138659	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges Balance 8/24-9/23	631.07
Total 1104524 · Utilities					4,564.06
1104527 · Equipment					
Check	10/06/2020	138534	Leaf (618-008)	Inv# 111096140 Lower Level Copier Lease	60.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Office Supplies	12.74
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Laminating machine	104.11
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Charger cable	6.52
Total 1104527 · Equipment					183.37
1104528 · Office Supplies					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	White board wallpaper (2)	42.08
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Mouse pad	7.98
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Magnetic file holder tray (2)	39.98
Total 1104528 · Office Supplies					90.04
1104534 · Dues, Subs, & Publications					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Notary renewal (Conway)	119.73
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Netflix monthly subscription fee	11.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	FreeConferenceCall monthly subscription fee	5.95
Check	10/13/2020	CC Sept 20	JP Morgan Chase	iStock clip art monthly subscription	29.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Meetup 6 month subscription fee	98.94
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Adobe monthly subscription fee	15.93
Total 1104534 · Dues, Subs, & Publications					281.54
1104535 · Travel					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Building Belonging - Volunteerism Virtual Conference Registration (Murillo)	58.80
Total 1104535 · Travel					58.80
1104536 · Education & Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Alliance of Information and Referral Systems 2020 E-Conference Registrat...	130.00

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Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Building Belonging - Volunteerism Virtual Conference Registration (Conway)	58.80
Total 1104536 · Education & Training					188.80
1104538 · Community Affairs					
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3606069 Taffy Apples (Reimbursed by Sr Committee)	239.50
Total 1104538 · Community Affairs					239.50
1104539 · Miscellaneous					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Storage for Gift Shop items (reimbursed by Senior Committee)	52.96
Total 1104539 · Miscellaneous					52.96
1104591 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	3,452.72
Total 1104591 · Health Insurance					3,452.72
Total 1104ADM · Administration					9,111.79
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3605284 Congregate Food	129.85
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3606079 Congregate Food	12.00
Check	10/06/2020	138521	Highland Baking Company	Inv# 2358839 Congregate Food	30.70
Check	10/06/2020	138521	Highland Baking Company	Inv# 2360500 Congregate Food	18.66
Check	10/06/2020	138521	Highland Baking Company	Inv# 2362127 Congregate Food	25.39
Check	10/13/2020	138647	Get Fresh Produce, Inc	Inv# 3608670 Congregate Food	78.50
Check	10/13/2020	138649	Highland Baking Company	Inv# 2362726 Congregate Food	20.01
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3610866 Congregate Food	133.15
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3611579 Congregate Food	20.60
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Congregate Food	214.85
Total 1105551 · Congregate Food					683.71
1105552 · Congregate Equipment					
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3605284 Congregate Equipment	10.10
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3606079 Congregate Equipment	20.20
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3610866 Congregate Equipment	21.40
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Knife (2) and cutting board (3) for Café	111.86
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Broom for Café	18.39
Total 1105552 · Congregate Equipment					181.95
1105558 · Home Delivered Meals Food					
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3605284 HDM Food	129.85
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3606079 HDM Food	12.00
Check	10/06/2020	138521	Highland Baking Company	Inv# 2358839 HDM Food	30.71
Check	10/06/2020	138521	Highland Baking Company	Inv# 2360500 HDM Food	18.66
Check	10/06/2020	138521	Highland Baking Company	Inv# 2362127 HDM Food	25.40

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Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	138647	Get Fresh Produce, Inc	Inv# 3608670 HDM Food	78.50
Check	10/13/2020	138649	Highland Baking Company	Inv# 2362726 HDM Food	20.01
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3610866 HDM Food	133.15
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3611579 HDM Food	20.60
Check	10/13/2020	CC Sept 20	JP Morgan Chase	HDM Food	214.85
Total 1105558 · Home Delivered Meals Food					683.73
1105559 · Home Delivered Meals Equipment					
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3605284 HDM Equipment	10.10
Check	10/06/2020	138520	Get Fresh Produce, Inc	Inv# 3606079 HDM Equipment	20.20
Check	10/13/2020	138681	Get Fresh Produce, Inc	Inv# 3610866 HDM Equipment	21.40
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Portable charger and supplies for HDM	118.99
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Portable charger and supplies for HDM	237.98
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Broom for HDM	18.39
Total 1105559 · Home Delivered Meals Equipment					427.06
Total 1104NUT · Nutrition					1,976.45
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	10/13/2020	138676	Krista August	Senior Virtual Presentation - Chicago Holiday Traditions 11/24/20	225.00
Check	10/13/2020	138677	Susan Benjamin	Senior Virtual Presentation - Gene Kelly I 11/10/20	300.00
Check	10/13/2020	138678	Chuck Billington	Inv# 10820 Senior Zoom Presentation - 1963 Chicago Bears 11/17/20	150.00
Check	10/13/2020	138679	Blenderful Music	Inv# 201123 Senior Music Presentation 11/23/20	250.00
Check	10/13/2020	138680	Dance Alternatives, Inc.	Inv# HP09301007 Virtual Line Dance Classes - 9/30 & 10/7	110.00
Check	10/13/2020	138682	Jim Gibbons	A Novelist's Christmas Carol Virtual Presentation 11/30/20	275.00
Check	10/13/2020	138683	Steve Justman	Inv# 111620 Senior Presentation - Musical Memories 11/16/20	150.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Amazon Prime annual membership fee	119.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Candy for Candy Bingo	123.20
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Candy for Candy Bingo	112.84
Check	10/16/2020	138712	Marti Spenk	Inv#35 Exercise Class Instructor Fee/Zoom Subscription - November	329.00
Total 1104515 · Programming					2,144.04
1104520 · Volunteer Services					
Check	10/06/2020	138533	Andrew and Angela Lazzara	Home Delivered Meals Mileage Reimbursement September 2020	40.02
Check	10/06/2020	138535	Alan Lenoci	Home Delivered Meals Mileage Reimbursement Sept 2020	83.29
Check	10/06/2020	138536	Larry Piemonte	Home Delivered Meals Mileage Reimbursement 9/11-10/2 2020	28.71
Check	10/06/2020	138537	Joanne Watson	Home Delivered Meals Mileage Reimbursement 9/14-10/5	32.48
Check	10/13/2020	138653	Linda Knobloch	Home Delivered Meals Mileage Reimbursement June - Sept 2020	341.33
Check	10/13/2020	138686	Charles Valerio	Home Delivered Meals Mileage Reimbursement 9/17-10/8	35.38
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Rotunda volunteer scheduler software	20.00
Check	10/16/2020	138711	Edward Baus	Home Delivered Meals Mileage Reimbursement 10/7-10/14	42.86
Check	10/16/2020	138713	Dale Rankin	Home Delivered Meals Mileage Reimbursement 6/1-10/5	141.52
Total 1104520 · Volunteer Services					765.59
1104532 · Visual Arts					

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Type	Date	Num	Name	Memo	Amount
Check	10/06/2020	138516	Blick Art Materials	Inv# 4668825 Watercolor Sets (17)	107.44
Check	10/06/2020	138516	Blick Art Materials	Inv# 4669748 Paints	181.31
Check	10/06/2020	138516	Blick Art Materials	Inv# 4682648 Paint	23.20
Check	10/13/2020	138684	Denise Laurin-Donatelle	Inv# 10920 Drawing Class - October 2020	300.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Paint and palette knives for Visual Arts	59.41
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Crates, graph paper, and brown bags for Visual Arts	15.03
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Visual Art supplies	8.80
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Stencils, paste, and containers for Visual Arts	193.89
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Paint palette and fill bag for Visual Arts	78.80
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Visual Art supplies	3.28
Total 1104532 · Visual Arts					971.16
1104891 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	5,579.23
Total 1104891 · Health Insurance					5,579.23
Total 1104PRO · Enrichment Programs					9,460.02
1104SOC · Social Services					
1104516 · Social Services					
Check	10/13/2020	138657	Jacqueline McCarty	Inv# 0669 Memory Cafe Presenter 10/16/20	100.00
Total 1104516 · Social Services					100.00
1104562 · Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Avisery Medicare & Employer-Based Coverage training (Gomez)	55.00
Total 1104562 · Training					55.00
1104564 · Senior Health Ins Program					
Check	10/06/2020	138513	Accurate Office Supply Co	Inv# 525402 Ink(7)/Files/Organizers	349.13
Check	10/06/2020	138513	Accurate Office Supply Co	Inv# 525594 Ink (15)	200.82
Total 1104564 · Senior Health Ins Program					549.95
1104991 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,245.15
Total 1104991 · Health Insurance					1,245.15
Total 1104SOC · Social Services					1,950.10
1104TRN · Transportation					
1104513 · Alternate Transportation					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Alternate Transportation Invoice (7)	770.00
Total 1104513 · Alternate Transportation					770.00
1104518 · Vehicle Maintenance					
Check	10/06/2020	138522	Kammes Auto & Truck Repair, Inc.	Inv# 132196 Bus# 139 Safety Lane Inspection	40.00

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Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	138643	Complete Fleet Services Inc.	Inv# 27520 Bus# 137 Tire/Oil Change/Exhaust Maintenance/Safety Insp.	1,899.73
Check	10/13/2020	138662	O'Reilly Auto Parts	Inv# 270423 Wiper Fluid/Fuel Additive	84.67
Check	10/13/2020	138675	Airstream Pressure Washing Inc	Inv# 15669 On Site Bus Washing (8)	200.00
Check	10/13/2020	138685	Suburban Tire Auto Care Centers	Inv# 510555 Bus# 140 Headlights/Sockets(2)/Oil Change	270.49
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Tablet mount for new bus	142.96
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Bungie cords for new bus	23.37
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Spray bottles for buses	15.40
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Bus trunk organizer to hold thermometer and cleaning supplies (8)	339.84
Total 1104518 · Vehicle Maintenance					3,016.46
1104551 · Training					
Check	10/06/2020	138531	Marcus Cox	Inv# 100520 RTAC Training	1,250.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Lanyards and badge holders for Transportation Division	45.65
Total 1104551 · Training					1,295.65
1104552 · Fuel					
Check	10/06/2020	138538	Village of Hanover Park (Fuel)	Inv# 2020-00000858 August 2020 Fuel	2,161.44
Total 1104552 · Fuel					2,161.44
1104691 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	5,453.46
Total 1104691 · Health Insurance					5,453.46
Total 1104TRN · Transportation					12,697.01
Total 1104 · Aging Services - Expenditures					35,195.37
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	10/13/2020	138668	Staples	Inv# 3456977387 Dry Erase Board	35.43
Total 2024202 · Office Supplies					35.43
2024204 · Equipment					
Check	10/13/2020	138673	Waterlogic	Inv# 267007 Water Machine Rental 10/4-11/3	41.05
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Veteran Service Officer training (Burke)	350.00
Total 2024204 · Equipment					391.05
2024205 · Travel & Training					
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Veteran Service Officer training (Imperato)	350.00
Check	10/13/2020	CC Sept 20	JP Morgan Chase	Veteran Service Officer training (Orozco)	350.00
Check	10/16/2020	138714	Imperato, Mary Jo	Mileage Reimbursement	49.88
Total 2024205 · Travel & Training					749.88
2024210 · Printing					

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Type	Date	Num	Name	Memo	Amount
Check	10/13/2020	138674	Braden Interact Business (Hanover-IBP WS)	Inv# 665417 Copy Charges	47.33
Total 2024210 · Printing					47.33
2024507 · Professional Services					
Check	10/13/2020	138669	Verify (XHANGA)	Inv# 1375285 Background Checks Aug 2020	54.00
Check	10/13/2020	138669	Verify (XHANGA)	Inv# 1379057 Background Checks Sept 2020	36.00
Total 2024507 · Professional Services					90.00
2024591 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	2,298.00
Total 2024591 · Health Insurance					2,298.00
Total 2024ADM · Administration					3,611.69
2024HOM · Home Relief					
2024102 · Rent					
Check	10/07/2020	5640	Country Mutual Insurance Company	Home Insurance Assistance	38.90
Check	10/07/2020	5642	Southwicke on Sutton Condo Assn.	October 2020 Rent	186.63
Total 2024102 · Rent					225.53
2024103 · Utilities					
Check	10/07/2020	5641	Village of Streamwood	Utilities Assistance	86.34
Check	10/09/2020	5644	Com Ed	Utilities Assistance	416.19
Total 2024103 · Utilities					502.53
2024105 · Personal Essentials					
Check	10/09/2020	5645	Walmart	Personal Essentials	150.00
Total 2024105 · Personal Essentials					150.00
2024106 · Travel Expenses					
Check	10/07/2020	5640	Country Mutual Insurance Company	Transportation Assistance	58.29
Total 2024106 · Travel Expenses					58.29
2024119 · Emergency Assistance					
Check	10/09/2020	5643	Blackhawk Apartments	Emergency Assistance	2,250.00
Check	10/14/2020	5646	Giancarlo Jiminez	Emergency Assistance	2,250.00
Total 2024119 · Emergency Assistance					4,500.00
Total 2024HOM · Home Relief					5,436.35
Total 2024 · Human Services - Expenditures					9,048.04
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					

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Type	Date	Num	Name	Memo	Amount
3034701 · Legal					
Check	10/16/2020	138741	Kopon Airdo, LLC	Inv# 190-007-31364 Legal Services - September	3,012.00
Total 3034701 · Legal					3,012.00
3034709 · Uniforms & Safety Equipment					
Check	10/16/2020	138736	The Home Depot	Inv# 303373 Safety Gloves/Ear Muffs	153.58
Total 3034709 · Uniforms & Safety Equipment					153.58
3034711 · Utilities					
Check	10/13/2020	138641	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 8/31-9/30	179.90
Total 3034711 · Utilities					179.90
3034791 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,143.28
Total 3034791 · Health Insurance					1,143.28
Total 3034ADM · Administration					4,488.76
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	10/13/2020	138636	Allied Asphalt Paving Company	Inv# 232050 Culvert Replacement Asphalt	178.06
Check	10/16/2020	138736	The Home Depot	Inv# 303373 Curb Replacement Concrete	118.15
Check	10/16/2020	138736	The Home Depot	Inv# 9033677 Curb Replacement Concrete	164.40
Check	10/16/2020	138736	The Home Depot	Inv# 8040170 Curb Replacement Concrete	164.40
Check	10/16/2020	138736	The Home Depot	Inv# 8040175 Curb Replacement Concrete	137.00
Check	10/16/2020	138736	The Home Depot	Inv# 7033940 Curb Replacement Concrete	137.00
Check	10/16/2020	138736	The Home Depot	Inv# 7033968 Curb Replacement Concrete	32.88
Check	10/16/2020	138736	The Home Depot	Inv# 2183722 Culvert Restoration Grass	15.96
Total 3034602 · Operating Supplies & Materials					947.85
3034603 · Fuel					
Check	10/06/2020	138538	Village of Hanover Park (Fuel)	Inv# 2020-00000858 August 2020 Fuel	492.98
Total 3034603 · Fuel					492.98
3034610 · Street Lighting					
Check	10/06/2020	138518	Com Ed 051	Acct# 5619024051 Monthly Charges 8/31-9/30	30.79
Check	10/13/2020	138642	Com Ed 152	Acct# 0045120152 Monthly Charges 9/8-10/7	377.08
Total 3034610 · Street Lighting					407.87
3034614 · Signs, Stripping & Tree Removal					
Check	10/13/2020	138667	RoadSafe Traffic Systems	Inv# 121632 Street Sign "No Dumping"	140.40
Total 3034614 · Signs, Stripping & Tree Removal					140.40

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Type	Date	Num	Name	Memo	Amount
Total 3034ROD · Road Maintenance					1,989.10
303EQM · Equipment					
3034608 · Equipment Purchase					
Check	10/13/2020	138656	Martin Implement Sales, Inc	Inv# M02786 Riding Mower	13,663.00
Total 3034608 · Equipment Purchase					13,663.00
3034609 · Maintenance Vehicles & Equip					
Check	10/13/2020	138652	Kammes Auto & Truck Repair, Inc.	Inv# 132196 Bus# 501 State Safety Inspection	40.00
Total 3034609 · Maintenance Vehicles & Equip					40.00
Total 303EQM · Equipment					13,703.00
Total 3034 · Road Maintenance - Expenditures					20,180.86
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054014 · Equip / Database					
Check	10/06/2020	138523	Launch Digital Marketing	Inv# 48674 Website Hosting October 2020	50.00
Total 5054014 · Equip / Database					50.00
5054591 · Health Insurance					
Check	10/16/2020	138739	United Healthcare	Monthly Medical Premiums	1,726.36
Total 5054591 · Health Insurance					1,726.36
Total 5054ADM · Administration					1,776.36
5054COM · HT Community Resource Center					
5054210 · Utilities					
Check	10/06/2020	138517	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges 8/5-9/3	254.67
Check	10/06/2020	138525	Nicor (MHB 84)	Acct# 84-67-77-1000 0 Monthly Charges 8/13-9/13	45.93
Check	10/13/2020	138633	Groot, Inc (114943)	Inv# 6060538 Monthly Charges October 2020	119.72
Check	10/13/2020	138634	Village of Streamwood Water Billing Dept.	Acct# 105006200-1000053 Monthly Charges (2 Months)	48.58
Total 5054210 · Utilities					468.90
5054286 · Agency Support Services					
Check	10/06/2020	138526	Quench USA, Inc.	Inv# 2699811 Water Cooler Rental	55.00
Check	10/13/2020	138632	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Cable/Internet 10/2-11/1	188.35
Total 5054286 · Agency Support Services					243.35
Total 5054COM · HT Community Resource Center					712.25
5054SVC · Service Contracts					
5054100 · CAC CASI					
Check	10/14/2020	138695	The Children's Advocacy Center	CASI	5,000.00

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Type	Date	Num	Name	Memo	Amount
			Total 5054100 · CAC CASI		5,000.00
			5054102 · CAC Family Support		
Check	10/14/2020	138695	The Children's Advocacy Center	Family Support - September	2,717.32
Check	10/14/2020	138695	The Children's Advocacy Center	Family Support - August	3,625.58
			Total 5054102 · CAC Family Support		6,342.90
			5054103 · CAC Safe from the Start		
Check	10/14/2020	138695	The Children's Advocacy Center	Safe From the Start	6,250.00
			Total 5054103 · CAC Safe from the Start		6,250.00
			5054104 · CCC Domestic Violence Shelter		
Check	10/14/2020	138693	Community Crisis Center	Domestic Violence Shelter	7,500.00
			Total 5054104 · CCC Domestic Violence Shelter		7,500.00
			5054105 · CCC Domestic Violence Counsel		
Check	10/14/2020	138693	Community Crisis Center	Domestic Violence Counseling	7,500.00
			Total 5054105 · CCC Domestic Violence Counsel		7,500.00
			5054108 · Aid Supportive Employment		
Check	10/14/2020	138688	Association for Individual Development	Employment/Community Integration Services	10,250.00
			Total 5054108 · Aid Supportive Employment		10,250.00
			5054109 · Aid Case Management		
Check	10/14/2020	138688	Association for Individual Development	Home Based Services Program	1,500.00
			Total 5054109 · Aid Case Management		1,500.00
			5054112 · Clearbrook Children's Program		
Check	10/14/2020	138696	Clearbrook	Childrens Program	2,000.00
			Total 5054112 · Clearbrook Children's Program		2,000.00
			5054113 · Clearbrook Day Services		
Check	10/14/2020	138696	Clearbrook	Day Services	1,875.00
			Total 5054113 · Clearbrook Day Services		1,875.00
			5054123 · Easter Seals		
Check	10/14/2020	138698	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Services - Sept 2020	8,649.75
			Total 5054123 · Easter Seals		8,649.75
			5054128 · RENZ Outpatient		
Check	10/14/2020	138709	Renz Addiction Counseling Center	Outpatient Services September 2020	13,783.00
			Total 5054128 · RENZ Outpatient		13,783.00

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Type	Date	Num	Name	Memo	Amount
5054130 · Northwest Casa					
Check	10/14/2020	138707	Northwest CASA	Sexual Assault Intervention Sept 2020	540.75
			Total 5054130 · Northwest Casa		540.75
5054132 · Ecker Therapy Services					
Check	10/14/2020	138699	Ecker Center for Mental Health.	Therapy Services	22,000.00
			Total 5054132 · Ecker Therapy Services		22,000.00
5054135 · Ecker Center / Crisis Services					
Check	10/14/2020	138699	Ecker Center for Mental Health.	Crisis Services	2,625.00
			Total 5054135 · Ecker Center / Crisis Services		2,625.00
5054142 · Centro De Informacion					
Check	10/14/2020	138692	Centro de Informacion	Family Center Mental Health Services	6,875.00
			Total 5054142 · Centro De Informacion		6,875.00
5054146 · Bridge YFS Crisis Intervention					
Check	10/14/2020	138689	The Bridge Youth & Family Services	Crisis Services September 2020	48.75
			Total 5054146 · Bridge YFS Crisis Intervention		48.75
5054148 · FSA Therapy Services					
Check	10/14/2020	138701	Family Svc Assoc of Greater Elgin Area	Therapy Services	10,000.00
			Total 5054148 · FSA Therapy Services		10,000.00
5054158 · Summitt Center					
Check	10/14/2020	138710	Summit Center	Early Learning Center	3,250.00
			Total 5054158 · Summitt Center		3,250.00
5054162 · Tide Transportation					
Check	10/13/2020	138631	A#1 Cab Dispatch Inc	Tide Transportation Services Sept 2020	976.50
			Total 5054162 · Tide Transportation		976.50
5054165 · Alexian Bros - Outpatient Psych					
Check	10/14/2020	138687	Alexian Mental Health Center	Outpatient Psychiatric Services September 2020	720.80
			Total 5054165 · Alexian Bros - Outpatient Psych		720.80
5054166 · PADS of Elgin					
Check	10/14/2020	138708	PADS of Elgin	Emergency Shelter and Day Program	8,750.00
			Total 5054166 · PADS of Elgin		8,750.00
5054183 · CCC SA Counseling					
Check	10/14/2020	138693	Community Crisis Center	Sexual Assault Counseling and Advocacy	3,750.00

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Type	Date	Num	Name	Memo	Amount
			Total 5054183 · CCC SA Counseling		3,750.00
Check	10/14/2020	138704	5054185 · Little City Foundation Little City Foundation	CILA Home and In Home Respite	1,475.00
			Total 5054185 · Little City Foundation		1,475.00
Check	10/14/2020	138706	5054190 · Maryville Academy Maryville Academy	Music Therapy Program	5,000.00
			Total 5054190 · Maryville Academy		5,000.00
Check	10/14/2020	138690	5054193 · Boys and Girls Club Boys & Girls Club of Elgin	SMART Moves/Triple Play/Be There Programming	1,550.00
			Total 5054193 · Boys and Girls Club		1,550.00
Check	10/14/2020	138691	5054196 · Catholic Charities Caregivers Catholic Charities	Caregiver Support	1,250.00
			Total 5054196 · Catholic Charities Caregivers		1,250.00
Check	10/14/2020	138696	5054203 · Clearbrook - Residential Clearbrook	Residential Services	2,000.00
			Total 5054203 · Clearbrook - Residential		2,000.00
Check	10/14/2020	138698	5054204 · Easter Seals Family Support Easter Seals DuPage & Fox Valley Region	Family Support Services - Sept 2020	107.20
			Total 5054204 · Easter Seals Family Support		107.20
Check	10/14/2020	138703	5054207 · Girl Scouts of N. IL - Outreach Girl Scouts of Northern Illinois	Hanover Township Outreach	2,500.00
			Total 5054207 · Girl Scouts of N. IL - Outreach		2,500.00
Check	10/14/2020	138698	5054208 · Easter Seals Nutrition Easter Seals DuPage & Fox Valley Region	Nutrition Services - Sept 2020	760.00
			Total 5054208 · Easter Seals Nutrition		760.00
Check	10/14/2020	138697	5054209 · Center for Enriched Living Center for Enriched Living	Day Program Services	750.00
			Total 5054209 · Center for Enriched Living		750.00
Check	10/14/2020	138702	5054220 · Gigis Playhouse Gigi's Playhouse	Community Outreach	3,750.00
			Total 5054220 · Gigis Playhouse		3,750.00
			5054223 · Marklund		

Hanover Township Board Audit Report

October 6 - 19, 2020

Type	Date	Num	Name	Memo	Amount
Check	10/14/2020	138705	Marklund Children's Home	Day Residential Services at Wasmond Center	5,625.00
Total 5054223 · Marklund					5,625.00
5054225 · Community Alternatives Unlimite					
Check	10/14/2020	138694	Community Alternatives Unlimited	Community Access Services	2,250.00
Total 5054225 · Community Alternatives Unlimite					2,250.00
5054226 · Fellowship Housing Corp					
Check	10/14/2020	138700	Fellowship Housing Corporation	Transitional Housing and Financial Literacy	625.00
Total 5054226 · Fellowship Housing Corp					625.00
Total 5054SVC · Service Contracts					157,829.65
Total 5054 · Mental Health - Expenditures					160,318.26
8084 · Capital Projects - Expenditures					
8084420 · Izaak Walton Ctr Improvements					
Check	10/16/2020	138728	Hitchcock Design Group	Inv# 25257 Izaak Walton Reserve Partial Design	7,029.76
Total 8084420 · Izaak Walton Ctr Improvements					7,029.76
8084425 · Building & Perm Improvements					
Check	10/16/2020	138716	A Final Finish	Inv#0001 Astor Parking Lot Blacktop Removal/Replace	14,747.22
Check	10/16/2020	138726	Environmental Consulting Group, Inc	Inv# 2020-800 Environmental Study - Phase I	1,800.00
Check	10/16/2020	138728	Hitchcock Design Group	Inv# 25258 Main Campus Expansion Preliminary Design	2,000.00
Total 8084425 · Building & Perm Improvements					18,547.22
Total 8084 · Capital Projects - Expenditures					25,576.98
TOTAL					316,364.45

- 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 Assessor Tom Smogolski, 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, and Attorney Mike Airdo.

*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 thanked those who attended the Ahlin tree dedication ceremony. He offered thanks to Commissioner Morrison, Senator Castro, Representatives Crespo and Pappas, the presidents of Schaumburg, Hoffman Estates, Hanover Park, and Bartlett, the TOCC President Heneghan, Schaumburg Township, and the MTA for championing the work the townships did over the Covid 19 crisis toward townships receiving a portion of the CARES funding. As a result Hanover Township will receive up to \$46,000; all receipts must be turned in, in order for the allocation to take place.
 - B. Clerk's Report: Clerk Dolan Baumer reported that Caucus letters would go out next week and that Early Voting begins on the 19th. We are receiving many calls that relate to mail in ballots and are resolving them as they come up. The County, however, has not been responsive to troubleshooting these issues.
 - C. Assessor's Report: Assessor Smogolski offered no report.
 - D. Trustee Liaison Committee Reports: Trustee Moinuddin thanked those who attended the woman's forum. Trustee Beattie reported that COY elections were held with Becky Swangren as the new chairman.
 - E. Department Reports: Director Conway thanked all who attended the Aging Services Charlene Ahlin tree dedication; her family was very touched. The weekly Aging Services e-newsletter has been launched; thanks to Director Kuttentberg and Celeste Smith for their work on it. The Senior Committee's taffy apple and donut sales netted over 60 orders that would be ready for pick up on October 12. Medical Open Enrollment starts on October 15 with virtual and phone appointments available. Thanks to Trustee Beattie, the National Honor Roll pen pal program with aging residents has begun. This week, computer instructor, Dan Kupkowski passed away; he will be sorely missed; our sympathies go out to his family. Memorials are asked to be made to the Township Foundation. Prevention Services virtual programming will start this week in Youth and Family Services, reported Director Houdek. Group Therapy will start in schools next week. Open Gym outdoor will end this month and will start up indoors at the Hanover Park Park District (HPPD) facilities, with the rental fees waived. When schools re-open, the HPPD facility will not be used. In-person tutoring started last week with up to six volunteers assisting for Covid-related sanitizing between students and sessions. Manager Teachout reported that two staff development requests were made in September, and two capital requests will be considered at the October meeting. Agency hearings will be the focus of the Board for the coming months. The carpeting will be replaced at the Resource Center. The TIDE expansion surveys have been

generally affirmative that the program should expand, but perhaps not at this time with Covid. The Human Service Hanover Township holiday no-contact programs are underway. 35 sponsors have come forward thus far. Holiday meal box distribution, reported Director Imperato, will start on October 26. Local Jewel Foods stores will be helping supplement the meal boxes. Lori Orozco, Bill Burke and she have submitted paperwork for veterans assist accreditation. The food pantry was recently awarded an \$8,000 grant from the Northern Illinois Food Bank, and \$10,000 was given by Christ Community Church. Flu vaccines would be available on November 14 at the Community Center sponsored by Senator Castro, Amita Health and our office of Community Health. Director Kuttentberg reported that the Illinois Department of Public Health assisted with 254 tests on the Tiknis campus. Two more dates for the mobile testing unit were requested with the support of Representative Pappas' office. He reported that he, Clerk Dolan Baumer, and Trustee Moinuddin attended the virtual TOCC meeting on September 16. He met with the Illinois Township Communicators' group to discuss the 102nd General Assembly seating issues. MTA education sessions have been postponed until 2021. Director Crews reported that his team met with the Schaumburg Fire Department to discuss the decontamination project; Hoffman Estates and the Fox River Fire Grove Departments are interested in the program, as well. Halloween is coming up and the team is ready for service, should the need arise. Several members of the team are being considered for promotion. Community Health Director Smith reported that Amita offered free PSA in September; they will be back on October 28. A Red Cross blood drive would be held on November 4 on the Tiknis campus. Programming is starting to pick up. Covid contract tracing has seen an increase in adolescents and teens. Thirty tons of mulch were collected in the 2020 fall brush pick-up, reported Director Hanson. Facilities and Maintenance crews planted six trees this month. Safety and operations training is ongoing for the new UVC light towers that we will use for disinfection of our premises; a rotation schedule is being developed. Storm water drains' ages along Rhorrsen Road are being studied. Maricio Ventura resigned on October 9 – we thank him and wish him the best in his future endeavors. Assistant Administrator Vana reported that the Go Canvas application is going live on October 12. Director Smith would be meeting with staff to review Go Canvas. Haley Matich is the new Township administrative assistant and she started this week. Ms Vana reached out to all departments of emergency service and police and fire of the surrounding villages to ask them to present their departments' community outreach efforts to the Diversity and Engagement Task Force. Administrator Barr reported that he has been in discussions with Hanover Park regarding the vacant parcels on Astor Avenue near the Township Community Center. The Village owns the parcels, and we have asked that they be transferred for Township open space use. Some issues remain regarding the use for recreational versus open space purposes. The Village would prefer that the parking lot be converted to green space. The Board was in agreement that this could be an appropriate use of the parcels on Astor Avenue and asked the Administrator to move forward with the discussions with the Village of Hanover Park.

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

- V. Bill Paying: Mr. Barr presented the bills for payment from September 15, 2020 through October 5, 2020 as follows:

a.	Town	\$79,908.14
b.	Senior Services	34,886.30
c.	General Assistance	12,155.61
d.	Road Maintenance	20,435.87
e.	Mental Health Board	38,890.30
f.	Vehicle	1,575.00
e.	Capital	<u>18,847.22</u>
	Total	<u>\$206,698.44</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the

bills as presented from September 15, 2020 through October 5, 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.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business:

- A. Board Meeting Minutes of September 15, 2020: Clerk Dolan Baumer presented the minutes from the Board meeting of September 15, 2020 for review and approval. Trustee Beattie moved to approve the Board meeting of September 15, 2020; motion seconded by Trustee Essick and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- B. Resolution to Approve an Intergovernmental and Sub-recipient Agreement for Coronavirus Relief Funds: Trustee Martinez moved to approve resolution 100620 approving of an intergovernmental and sub-recipient agreement for Coronavirus relief funds; motion seconded by Trustee Beattie. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- C. Consideration of Election Day Closure: Trustee Moinuddin moved to approve discussing the closure of the Township on Election Day, November 3, 2020; motion seconded by Trustee Essick. The Governor signed a statute that all government offices are to be closed on Election Day, November 3, as a legal holiday. There is a challenge to the legality of the law to be heard and Counsel advised that we wait for clarification and make a decision at our next regular meeting. A motion to postpone making a decision whether or not to close on Election Day, November 3, was made by Trustee Essick and seconded by Trustee Matrinez. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- D. Consideration of November Board Meeting Schedule: Trustee Martinez moved that the Board cancel the Board meeting scheduled for November 3, 2020; motion seconded by Trustee Beattie. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried and the Clerk is to post the cancellation.
- E. Presentation by the Office of Community Health: Director Smith reported on the services and clinics offered throughout the community through Community Health staff of three full-time and one part-time people. CPR/1st Aid, Heart Saver CPR for the lay person, and Hands-only CPR classes have certified 16 people in 2020. The blood borne pathogens training, puberty instruction in schools, and GlowGerm hand hygiene programs have been conducted in 2020. A popular service is one-on-one nurse consults and the wellness videos. The wellness corner on the website and in Hanover Horizons, and the Healthy Flush are other popular avenues for residents to review and learn about health and wellness issues. The Sprint-to-Spring money raised went to the Hanover Township Foundation this year. The health expo was held virtually in 2020. A partnership with Alexian Brothers for the low insured/high deductible resident for lab services was offered at cost this year. TB tests and flu shots, Tdap vaccines, and wound care are well-used services. Popular, also, is learning about navigating the health care system. Home visits through referrals by local police and fire departments, are being made. There are podiatrist services, sharps disposal, and the Dental Access Network, as well as money available for crisis care. Many of these programs and services are funded through the Hanover Township Foundation. Staff takes advantage of the department's screenings, flu shots, wellness initiatives, and nurse consults. The department is integral in the implementation of the Go Canvas app for Covid screenings. It is still working with the CDC and the IDP for Covid contact tracing, and continuing to follow their recommendations for Covid safety/sanitization. 500 cases, about four new cases per day, have been assigned for contact tracing.

Minutes of a Meeting of the Hanover Township Board

Tuesday, October 6, 2020

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- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: Mr. McGuire asked Administrator Barr if we would be reimbursed from the state for Covid contact tracing. Mr. Barr replied that the nurses' time and receipts are included in the CARES application for refund.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:21 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, Aging Services, Human Services, Y&F Services, Community Affairs