

- 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 Clinical Manager Nora Gonzalez*, Mental Health Board Manager Amanda Teachout*, Assistant Administrator Kristin Vana, Administrator James Barr, and Attorney Mike Airdo. Also in attendance in person or via Zoom were Bartlett Volunteer Fire Association representative Mr. Mike Dexter, and Knights of Columbus members Mr. Bill Henderson* and Mr. Gary Pappin*. *Attendance via Zoom.
- 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. Director Kuttentburg confirmed that no one had joined us on social media, and therefore, Mr. McGuire closed the Town Hall.
- IV. Presentations:
 - A. Veterans Honor Roll nominee LCPL Carlos Rodriguez was inducted into the Township Honor Roll this evening. He is a resident of Elgin and served in the U.S. Marine Corps from 2000 to 2008. He will be included in all upcoming Veterans events at the Township, and his name will be affixed to the plaque in Veterans Hall, and in the Clerk's office records.
 - B. Knights of Columbus Mary's Millennium Council members Mr. Bill Henderson and Mr. Gary Pappin presented a check to the Hanover Township Foundation as a result of the recent virtual 5k. The donation was the second largest one donated by the Council to the Foundation, even though the race was virtual. The Council was delighted to make the donation.
 - C. Bartlett Volunteer Fire Association representative Mr. Mike Dexter presented the Board with a \$7,000 donation to the Township Foundation, funds collected as a result of their recent fundraiser. He was delighted to make the donation for such a good cause.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire thanked Trustee Beattie for assisting in the veterans lunch distribution. He reminded those present that applications for the Supervisor's Community Service Awards are available. He, Administrator Barr, and Directors Smith and Conway recently discussed the care that is being provided in area nursing homes. He asked that they consider gaps and barriers to keeping people in their homes. He asked that they bring their thoughts before the Board.
 - B. Clerk's Report: Clerk Dolan Baumer reported that she was asked to serve as Vice President for the TOI Clerks Division for the next year.
 - C. Assessor's Report: Assessor Smogolski reported Appeals would open after December 10, 2020.
 - D. Trustee Liaison Committee Reports: Trustee Beattie reported that Cookies and Cocoa in-person would be canceled this year.
 - E. Department Reports: Written reports were available for review and consideration by the Board. Highlights included Director Smith noting that Amita Health would be back at the campus for prostate screening on March 4. Another Red Cross blood drive would be held in March. Open Enrollment ends on December 15. Contact tracing is ongoing. Covid testing would be held at the Hanover Park Metra parking lot on December 12 in conjunction with the Village of Hanover

Park. Manager Teachout reported that for the foreseeable future, Mental Health Board site visits would be conducted virtually. The Resource Center carpeting would be installed on December 14. She would be attending the ACMHA of Illinois this month. Employment laws and immigration were topics at the recent Human Services meeting. Aging Services Director Conway reported that 83 adopt-a-senior requests have been filled. Staff member Diana Gomez attended the National Association on Aging and is learning how Hanover Township can earn the dementia-friendly designation. Meal delivery and pick-up is steady and going well. Special boxes were made for Thanksgiving and shelf-stable boxes were available, as well. The Senior Holiday Party would be held virtually on December 18. Youth and Family Services Manager Gomez reported that Cookies and Cocoa would be held virtually this year. All services are being held virtually. A virtual community conversation is being held twice month, with the object of engaging the community and keeping it engaged. Director Hanson reported that 2021 Road Project engineering qualification requests are being submitted and five are up for interview. Three sign companies have submitted quotes for the Walters-Lenoci Reserve signage. A second sign at the Bridlewood Reserve entrance has been installed. Administrator Bar reported that Director Crews was not feeling well, and hence, not at this evening's meeting. Several staff members are ill or have been exposed and are out due to Covid 19 guidelines. Consults with Director Smith by the employees have been well received. Staffing and service delivery has been cut down due to the latest guidelines, but direct-service contact is open (food pantry, meal pick-up, one rider per bus, etc.). Regarding Hanover Landing, while approval has been received by the Illinois Housing Development Authority, the City of Elgin Housing Authority is no longer able to commit to housing vouchers. He would follow up with the City to see if there is another approach to the issue. The Township received another notice from Ace Vending regarding the issue at Dale Drive. Attorney Airdo was directed to write another response saying that the Township would not pay the bill. Attorney Airdo gave an update on the Sherwood Oaks pool. Cook County did respond to the Supervisor's recent letter, and a lawsuit would be filed in the Circuit Court of Cook County. Attorney Airdo would keep the Board apprised of the actions hereafter. Director Imperato reported that staff member Corey Dewey accepted another position in Elk Grove Township. The veteran's lunch pick-up/drive-through event served 240 lunches. 720 meals boxes were distributed for Thanksgiving. 460 families completed applications for Christmas gift distribution. Distribution would be on December 18 for sponsored families and December 19 open distribution. Director Kuttentberg reported that Covid 19 testing would occur on the Tiknis campus on December 22. He met last month with the County Economic Development and department of Public Health for a virtual meeting. During and up to Giving Tuesday \$2,645 was donated to the Hanover Township Foundation. Assistant Administrator Vana reported that phone service would be live on December 10 with Comcast. Open enrollment for Township benefits for full-time staff is open to January 1, 2021. Due to Covid social distancing restrictions, the annual employee appreciation luncheon would be canceled, but a Township fleece would be presented to all employees as a thank you for service, and the employee appreciation awards would still be presented.

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

VI. Bill Paying: Mr. Barr presented the bills for payment from November 17, 2020 through November 30, 2020 as follows:

a.	Town	\$21,042.58
b.	Senior Services	4,051.41
c.	General Assistance	8,952.62
d.	Road Maintenance	897.83
e.	Mental Health Board	12,629.97
f.	Vehicle	0.00
g.	Capital	<u>5,203.86</u>

Total

\$52,778.27

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from November 17, 2020 through November 30, 2020. 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:

- A. Resolution to Approve a Purchase and Sale Agreement for the Property Located at 8 N 140 IL Route 59 and 8 W Bartlett Road, Bartlett, Illinois: A motion was made by Trustee Martinez to approve resolution 120120 approving of the purchase and sale agreement for the property located at 8 N 140 IL Route 59 and 8 W Bartlett Road, Bartlett, IL; the motion was seconded by Trustee Essick. Attorney Airdo discussed the agreement documents and the resolution that gives authority to the Supervisor to sign and Clerk to attest this and any further documents to effectuate the sale. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried

VIII. New Business:

- A. Board Meeting Minutes of November 17 2020: Clerk Dolan Baumer presented the minutes from the Board meeting of November 17, 2020 for review and approval. Trustee Beattie moved to approve the Board meeting of November 17, 2020; motion seconded by Trustee Martinez and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- B. Appointment of Township Enforcement Officers: Trustee Essick moved to concur with the Supervisor's appointment of Township Enforcement Officers for a one-year term: Mike Crews, Caleb Hanson, Rick Nelson, Sean O'Neil; motion seconded by Trustee Martinez. The appointments allow the officers to enforce code in unincorporated areas of the Township per ordinance. A letter would be sent to Sheriff Dart to alert him of these appointments. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.
- C. Approval of Two-Year Audit Services Extension with Mack & Associates: Trustee Beattie moved to extend the Mack & Associates audit services for two more years; motion seconded by Trustee Martinez. Roll call on the motion: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion unanimously carried.

IX. Executive Session: No motion to go into Executive Session was made.

X. Other Business: No other business was discussed.

XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:50 p.m. was made by Trustee Martinez and seconded by Trustee Essick followed by a roll call vote. Ayes: Trustees Beattie, Moinuddin, Essick and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Aging Services, Human Services, Y&F Services, Community Affairs