



240 S. Illinois Route 59, Bartlett, Illinois 60103

Rescheduled Meeting of the Township Board

March 22, 2022

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 Budget and Appropriation Ordinance
 - A. Explanation of the Hanover Township 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 Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2022 and Ending March 31, 2023
 - E. Adjournment to 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
- VIII. New Business
 - A. Regular Meeting Minutes of March 1, 2022
 - B. Special Meeting Minutes of March 11, 2022
 - C. Resolution to Approve a Contract for Services for Senior Citizen Mental Health
 - D. Resolution to Approve a Contract for Services for the Home Delivered Meals Program
 - E. Resolution to Approve a Contract for Services for the Senior In-Home Care Program
 - F. Resolution to Approve a Contract for Services for the Provision of Substance Abuse Prevention Services

**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.**

- G. Resolution to Approve a Contract for Services for the Provision of Alternative to Suspension Program
 - H. Resolution to Approve a Contract for Services for the Provision of a Bilingual Therapist
 - I. Resolution to Approve a Contract for Services for the Provision of Psychiatric Back-Up Services
 - J. Resolution Declaring the Week of the Young Child
 - K. Resolution to Extend the Hanover Township Strategic Plan
 - L. Approval of the Annual Town Meeting Agenda
 - M. Consideration of Arlingdale Lake Treatment
 - N. Consideration of Naming of the Hanover Township Youth Center
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- IX. Executive Session
 - X. Other Business
 - XI. Adjournment

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Memorandum

Date: February 11, 2021

To: Hanover Township Board

From: James C. Barr, Township Administrator

By: Hailey Matich, Administrative Assistant

Re: Finance Committee FY23 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommended budget ordinance for Fiscal Year 2023. Each department submitted to the Office of the Township Administrator a budget following instructions provided by the Finance Committee and Administrator stipulating a target based budgeting process of 0% for non-personnel expenditures and a 5% salary pool for FY23. The Township Board set the salary merit pool to 5% in recognition of inflation and to maintain a competitive wage. Departments were notified that additional special requests would be minimal this year due to anticipated budget constraints. Lower interest rates nationally will result in a reduced interest income. However, numerous secondary revenue streams have begun to rebound as COVID-19 restrictions have been lifted such as passport fees, programs fees, and therapy fees. The Township renewed its health insurance at a 0% increase. Dental, vision, and life insurance were renewed at a 4% increase. Unemployment will be increasing in part due to the use of a new formula which calculates cost based on staff's salaries, in prior years the cost was calculated using the per capita headcount. IMRF costs will decrease as a result of strong returns. It is anticipated that the final budget will be acted upon at the March 22, 2022 Board meeting. Please feel free to contact Finance Committee Chair, Trustee Martinez, or I should you have any questions, comments, or inquiries regarding the proposed Fiscal Year 2023 budget. Total combined expenditures are recommended to increase 17.1% from the FY22 budget primarily due to the 45.9% increase in Capital Fund expenditures related to the Emergency Services Station and Tiknis Campus expansion project.

Budget Highlights

Department of Aging Services – The Road Maintenance Fund is continuing to fund senior transportation, following the precedent of the prior Highway Commissioners, in the combined

amount of \$180,000 as authorized by state statute. \$25,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$155,000 is allocated to operational costs of the senior transportation program (salaries, fuel, vehicle repair, etc.). The federal grant from Age Options supporting the senior congregate meal program decreased 2% reflecting decreased numbers of meal participants over the last year related to COVID-19. However, the Township has seen a large increase in donations to the senior congregate meal program and the Township anticipates these donations to increase 28% in FY23. Programming revenue is increasing 4.8% as on-site activity participation rebounds following the COVID-19 pandemic. Funding from the Mental Health Board for the Home Delivered Meals program has increased 66.7% due to the increase in program participation. The Senior Home Care Pilot Program revenue is budgeted to increase 94.4% as the program is budgeted for an entire year. The Township anticipates receiving \$10,000 in fees related to this program. Additionally, the Mental Health Board has awarded \$40,000 in funding to the Senior Home Care Program. On the expenditure side, total expenses are budgeted to increase 4.5%. Expenses for the Senior Home Care Pilot Program will increase 78.6% as the program has been budgeted for a full year. Congregate and Home Delivered Meals food, equipment, and supplies are budgeted to increase overall to accommodate for rising costs due to inflation. Transportation will see a 0% increase in total expenses despite fuel costs increasing 25%.

Department of Youth and Family Services – Youth and Family Services is anticipating an increase in revenue of 10.3% with tutoring and therapy fees strongly rebounding. On the expense side, Outreach & Prevention have budgeted to increase expenses by 10.6%. This includes a 13.08% increase to the Open Gym Salaries as the seven Youth Program Assistants hourly pay has been increased to remain competitive. The Outreach and Prevention Division transitioned office spaces to the Izaak Walton Youth Center in FY22 and in FY23 will be taking over all operating expenses.

Department of Human Services – Human Services is expecting a 3.9% increase in revenue in FY23. This includes a \$5,000 transfer from the Town Fund for the salary costs associated with offering Veterans Services. On the expenditure side, travel and training costs are anticipated to increase 50% as staff expect to attend more trainings and events following the COVID-19 pandemic. Additionally, a line item for trash removal has been added in the amount of \$8,500, this expense was previously paid out of the Town Fund. Including these cost increases, total expenditures are still budgeted to increase 1.5%.

Department of Facilities & Road Maintenance – The Facilities Division budget is being reduced by 1.5%. Salaries will increase minimally at 0.9% due to the reclassification of two positions and the retirement of a tenured employee. The Equipment Maintenance for the Senior Center is being increased 21.4% as maintenance on aging equipment is expected to increase. For recruitment and pre-employment, \$1,000 have been added to the budget to accommodate regular

turnover of seasonal employees. In the Road Maintenance Division total revenue is budgeted to increase 0.9% and total expenditures are budgeted to increase 21.1%. The increase in expenditures is primarily to accommodate the contract work anticipated for the road resurfacing project in FY23.

Mental Health Board – The Mental Health Board administration costs are planned to increase by 16.9% primarily to account for the printing and postage costs associated with producing the Mental Health Resource Guide. The Mental Health Board is decreasing capital projects at the Community Resource Center due to the planned selling of the facility. Service contracts are increasing at 4.6% with two new agencies being funded in FY23. Overall Mental Health Board expenditures recommended to grow by 1.2%.

Office of the Assessor – The Assessor’s Office budget is increasing minimally due to the planned salary increment pool, unemployment cost increases, and an increase in printing expenses related to large mailings. Overall, Assessor Office expenditures are budgeted to increase 0.7%.

Office of Community Health – The Office of Community Health is anticipating increased revenue of 10%. Total expenditures are budgeted to increase 2.7% with an increase in equipment costs for a planned replacement of the department’s cholesterol machine.

Department of Emergency Services – The Emergency Services Department budget is projected to increase by 5.5%. This increase is due to a 33.3% increase in education and training as the Department of Emergency Services plans to offer Emergency Medical Response training to volunteers. Volunteer appreciation is being increased 25% as hours spent on call outs have increased dramatically. Fuel and vehicle maintenance will increase by 60% as the department’s fleet has grown, all vehicles are being utilized more often as call outs increase, and the price of fuel has increased.

Office of Community Affairs – The Office of Community Affairs is budgeted to decrease expenditures 3.4%. The decrease is primarily due to the transition of the Izaak Walton Center office cost responsibilities to the Youth and Family Services Outreach and Prevention Division. Other changes include a 20% increase to technology applications and a 5.3% increase to website service.

Administrative Services – The overall Town Fund/Administrative Services budget will increase by approximately 6.9%. This increase is primarily due to the 23.4% increase in the Transfer to the Capital Fund, this transfer will contribute to the Emergency Services Station and Tiknis Campus Expansion infrastructure project. Total revenue will increase 4.4% with replacement taxes increasing 33.3%. Demand for passports has increased as COVID-19 travel restrictions

have been reduced, fees are anticipated to increase 50%. On the expenditure side, internet cost has increased 166.7% with the installation of fiber lines. However, the installation of fiber lines has also resulted in a decrease in telephone cost of 55%. Passport services costs are also anticipated to increase 60% in relation to the increased demand.

Committee for Senior Citizen Services Fund – The Committee for Senior Citizen Services Fund plans a 138.6% increase in revenue as more seniors return to the Senior Center. Expenditures are budgeted to increase 15.7%. The Committee for Senior Citizen Services maintains a large fund reserve which may be spent down in FY23.

Vehicle Fund – There is a total 0% anticipated change to the vehicle fund revenue and expenditures. One new senior bus has been budgeted for as well as one vehicle replacement purchase.

Capital Fund – The Finance Committee is recommending several capital projects for Fiscal Year 2023 including the completion of the Emergency Services Station and Tiknis Campus Expansion partially funded by State of Illinois capital grant funds, the completion of the Izaak Walton Reserve Master Plan with approximately 50% of the funding coming from State of Illinois Open Space Land Acquisition and Development funding, and a Township-wide security camera system. Additional projects include a remodel of Town Hall's interior rooms. The Township has also budgeted to begin repayment of the 10 year bank loan.

Hanover Township
Final Budget and Appropriation Ordinance
Ordinance # 02152022

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2022** AND ENDING **MARCH 31, 2023**.
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, COMMITTEE FOR SENIOR SERVICES 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, 2022		3,288,519
Estimated Revenues		
3000	Property Tax	4,189,534
3100	Replacement Tax	40,000
3250	Interest Income	10,000
3300	Other Income	5,000
3350	Rent	10,000
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	24,000
3440	YFS - Tutoring Fees	6,000
3445	YFS - MHB Contracts	109,000
3450	Community Health Fees	11,000
3451	Community Affairs Revenue	2,000
3952	Passport Fees	150,000
Total Estimated Revenues		<u>4,561,034</u>
*To be spent for direct costs of providing disaster relief and support services pursuant to 60 ILCS 1/30-117		
Total Estimated Funds Available		7,849,553
Budgeted Expenditures		
	Administrative Services	1,913,675
	Community Affairs	266,270
	Emergency Services	195,460
	Assessor's Office	210,450
	Facilities Division	578,250
	Community Health	280,970
	Youth and Family Services	1,114,850
Total Expenditures/Appropriations		<u>4,559,925</u>
Estimated Cash on Hand March 31, 2023		<u>3,289,628</u>
Expenditures/Appropriations		

4301	Compensation of Officials	82,750
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Town Hall Administration Expense		
4401	Postage	3,500
4404	Office Supplies	6,500
4406	Printing	7,500
4408	Salaries	456,000
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	16,000
4535	Legal Notices	1,000
4537	Transfer to GA Fund	5,000
4560	Contingency	50,000
4591	Health Insurance	50,650
4592	Dental, Vision & Life Insurance	3,850
4593	Unemployment	3,900
4594	IMRF Expense	20,450
4595	FICA Expense	13,925
4596	Ancillary Benefits	13,450
Total Town Hall Administration Expense		<u>780,725</u>

Town Hall Expense			
4402	Telephone - Town	9,000	
4403	Utilities - Town Hall	19,000	
4404	Internet Access - Town	12,000	
4405	Equipment Rental - Town	6,500	
Total Town Hall Expense			46,500
Legal/Auditing			
4501	Auditing	13,000	
4502	Legal Services	160,000	
Total Legal/Auditing			173,000
Insurance & Employee Benefits			
4411	Employee Assistance Program	2,600	
4503	General Insurance	170,000	
4507	Flex Plan & 457 Plan	4,000	
4514	Employee Recognition	5,000	
4513	Employee Wellness	8,000	
Total Ins & Employee Benefits			189,600
Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	140,000	
4540	Facility Lease	21,100	
4541	Transfer to Vehicle Fund	65,000	
4547	Transfer to Capital Fund	395,000	
Total Capital Expenditures & Transfers			641,100
Total Administrative Services			1,913,675
Community Affairs			
4608	Salaries	144,500	
4611	Education & Training	2,200	
4614	Printing	700	
4615	Postage	550	
4617	Equipment & Furniture	1,300	
4619	Office Supplies	1,300	
4623	Satellite Office Phone & Internet	600	
4624	Travel	2,000	
4625	Communications	48,600	
4626	Community Service Awards	2,200	
4627	Community Affairs	5,000	
4628	Historical Marker Program	2,400	
4629	Dues & Subscriptions	500	
4631	Community Festivals	7,500	
4632	Miscellaneous	1,000	
4633	Social Media Archive and Distribution	4,000	
4634	Technology Application	3,000	
4635	Consulting	1,000	
4636	Website Services	9,000	
4691	Health Insurance	11,700	
4692	Dental, Vision & Life Insurance	1,270	
4693	Unemployment	1,400	
4694	IMRF Expense	6,050	
4695	FICA Expense	4,500	
4701	Veterans Honor Roll	4,000	
Total Community Affairs			266,270

Emergency Services			
4801	Salaries	73,500	
4802	Equipment	32,000	
4803	Uniforms	6,000	
4804	Printing	500	
4805	Postage	200	
4806	Office Supplies	1,500	
4807	Miscellaneous	1,000	
4808	Education & Training	8,000	
4809	Pre-Volunteer Screening	1,500	
4810	Travel	1,000	
4812	Volunteer Appreciation	5,000	
4813	Vehicle Fuel & Maintenance	20,000	
4814	Communications & Dispatch	25,000	
4891	Health Insurance	13,365	
4892	Dental, Vision & Life Insurance	635	
4893	Unemployment	610	
4894	IMRF Expense	3,400	
4895	FICA Expense	2,250	
Total Emergency Services			195,460
Assessor's Office			
4405	Office Supplies	3,300	
4407	Printing	650	
4409	Salaries	147,500	
4411	Equipment	3,000	
4413	Travel	1,500	
4415	Dues, Subs & Publications	2,700	
4419	Training	1,400	
4426	Miscellaneous	450	
4433	Professional Services	250	
4491	Health Insurance	34,600	
4492	Dental, Vision & Life Insurance	1,900	
4493	Unemployment	1,375	
4494	IMRF Expense	6,800	
4495	FICA Expense	4,525	
4525	Communications	500	
Total Assessor's Office			210,450
Facilities Division			
4200	Salaries	325,000	
4202	Office Supplies	400	
4205	Janitorial Supplies	12,500	
4209	Building Contracts	18,000	
4210	Building Maintenance - Town	6,000	
4211	Building Maintenance - Senior	7,000	
4212	Building Maintenance - Astor	2,000	
4213	Equipment Maintenance - Town	4,000	
4214	Equipment Maintenance - Senior	17,000	
4215	Equipment Maintenance - Astor	1,200	
4216	Equipment Purchase and Rental	3,000	
4217	Education & Training	1,500	
4218	Vehicle Maintenance - Town	4,000	
4219	Vehicle Fuel - Town	8,000	
4220	Seasonal Projects Assistance	28,000	
4221	Cell Phone / Communications	4,000	
4222	Trash Removal - Town	4,000	
4223	Trash Removal - Senior	4,800	
4225	Grounds/Reserve Maintenance	13,000	
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	
4231	Dues & Subscription	300	
4232	Work Order Software	5,500	
4233	Recruitment & Pre Employment	1,000	
4291	Health Insurance	62,700	
4292	Dental, Vision & Life Insurance	4,500	
4293	Unemployment	3,450	
4294	IMRF Expense	16,100	
4295	FICA Expense	12,000	
Total Facilities Division			578,250

Community Health			
4450	Salaries	214,000	
4451	Postage	300	
4452	Office Supplies	1,250	
4453	Printing	1,200	
4454	Travel & Training	2,000	
4455	Dues, Subs & Publications	400	
4456	Community Affairs	2,250	
4457	Equipment	4,000	
4459	Professional Services	3,500	
4461	Miscellaneous	1,000	
4462	License/Professional Insurance	200	
4465	Medical Supplies	10,000	
4466	Communications	1,000	
4491	Health Insurance	19,800	
4492	Dental, Vision & Life Insurance	1,925	
4493	Unemployment	1,845	
4494	IMRF Expense	9,800	
4495	FICA Expense	6,500	
Total Community Health			280,970
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	55,700	
4692	Dental, Vision & Life Insurance	5,100	
4693	Unemployment	4,450	
4694	IMRF Expense	22,500	
4695	FICA Expense	15,800	
Total Administration & Clinical			671,050
Outreach & Prevention			
4627	Open Gym Program	8,000	
4628	Open Gym Salaries	147,000	
4640	Salaries	193,000	
4643	Education & Training	2,000	
4644	Travel	3,000	
4645	Printing	1,000	
4649	Professional Services	1,200	
4650	Program Supplies	2,000	
4651	Cell Phones	3,000	
4652	Substance Abuse Prevention Program	3,200	
4655	Transportation	500	
4656	Youth Center Equipment	1,500	
4657	Youth Center Programs	2,000	
4658	Youth Center Utilities	8,500	
4659	Youth Center Phone & Internet	5,000	
4791	Health Insurance	36,000	
4792	Dental, Vision & Life Insurance	3,200	
4793	Unemployment	2,400	
4794	IMRF Expense	10,900	
4795	FICA Expense	10,400	
Total Outreach & Prevention			443,800
Total Youth & Family Services			1,114,850
Total Town Fund Expenses/Appropriations			4,559,925

2. SENIOR CITIZEN SERVICES FUND

Beginning Balance April 1, 2022

1,512,064

Estimated Revenues		
3000	Property Tax	1,217,292
3250	Interest Income	2,500
3300	Other Income	10,000
3325	AID Transportation Fees	30,000
3330	Mental Health Services Funding	52,000
3350	LIHEAP Fees	7,500
3355	Senior Health Insurance Grant	7,000
3425	Senior Center & Transportation Grants	31,300
3426	Congregate Nutrition Grant	86,750
3450	Transfer From Road Maintenance*	155,000
3455	Memory Café Grant	10,000
3500	Senior Programs	110,000
3501	Congregate Meal Donations	32,000
3502	Senior Home Care Pilot Program	70,000
3504	Home Delivered Meals Grant	142,800
3505	Home Delivered Meals Donations	34,000
3507	Material Fees	12,500
3508	Nutrition Event Catering	1,000
3509	Lending Closet	15,000
3510	Home Delivered Meals MHB Funding	20,000

* 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 2,046,642

Total Estimated Funds Available 3,558,706

Total Expenditures/Appropriations 2,046,485

Estimated Cash on Hand March 31, 2023

1,512,221

Expenditures

Administration		
4517	Salaries	150,500
4523	Recruitment	2,000
4524	Utilities	55,000
4525	Telephone & Internet	1,000
4527	Equipment	12,000
4528	Office Supplies	8,000
4529	Postage	2,000
4530	Printing	4,000
4534	Dues, Sub & Publications	3,500
4535	Travel	1,000
4536	Education & Training	1,000
4537	Custodial Services	16,000
4538	Community Affairs	1,000
4539	Miscellaneous	1,000
4540	Senior Home Care Pilot Program	100,000
4591	Health Insurance	28,200
4592	Dental, Vision & Life Insurance	710
4593	Unemployment	1,500
4594	IMRF Expense	6,925
4595	FICA Expense	4,600

Total Administration 399,935

Enrichment Programs			
4515	Programming	81,000	
4520	Volunteer Services	16,000	
4526	Senior Newsletter	10,000	
4532	Visual Arts	9,000	
4534	Program Salaries	256,000	
4535	Program Training	1,000	
4536	Program Staff Travel	500	
4891	Health Insurance	58,000	
4892	Dental, Vision, & Unemployment	2,625	
4893	Unemployment	2,200	
4894	IMRF Expense	10,750	
4895	FICA Expense	7,825	
Total Programs			454,900
Social Services			
4516	Social Services	1,000	
4519	Senior Assistance	3,000	
4560	Psychiatric Services	500	
4561	Salaries	196,500	
4562	Training	1,000	
4563	Travel	500	
4564	Senior Health Ins Program	7,000	
4565	Memory Café	5,000	
4991	Health Insurance	24,000	
4992	Dental, Vision, & Life Insurance	2,540	
4993	Unemployment	1,700	
4994	IMRF Expense	9,040	
4995	FICA Expense	6,025	
Total Social Services			257,805
Nutrition			
5550	Congregate Salaries	74,225	
5551	Congregate Food	67,000	
5552	Congregate Equipment	1,500	
5553	Congregate Supplies	7,000	
5554	Training	500	
5555	Travel	500	
5556	Home Delivered Meals Salaries	75,000	
5558	Home Delivered Meals Food	85,000	
5559	Home Delivered Meals Equipment	2,000	
5560	Home Delivered Meals Supplies	7,000	
5561	Event Catering	1,000	
5791	Health Insurance	3,600	
5792	Dental, Vision & Life Insurance	635	
5793	Unemployment	1,300	
5794	IMRF Expense	6,750	
5795	FICA Expense	4,575	
Total Nutrition			337,585
Transportation			
4513	Alternative Transportation	4,000	
4518	Vehicle Maintenance	43,000	
4546	Salaries	378,000	
4547	Dispatch Software	18,550	
4550	Telephone	5,500	
4551	Training	1,000	
4552	Fuel	30,000	
4553	Uniforms	1,000	
4554	Travel	500	
4555	Employee Screenings	2,000	
4691	Health Insurance	76,700	
4692	Dental, Vision & Life Insurance	5,080	
4693	Unemployment	3,475	
4694	IMRF Expense	16,230	
4695	FICA Expense	11,225	
Total Transportation			596,260
Total Senior Citizen Services Fund Appropriations			2,046,485

3. GENERAL ASSISTANCE FUND

Beginning Balance April 1, 2022		861,906
Estimated Revenues		
3000	Property Tax	442,611
3100	Replacement Tax	5,000
3250	Interest Income	1,500
3300	Other Income	16,000
3325	Transfer from Town Fund	5,000
3350	CEDA - LIHEAP	5,000
Total Estimated Revenues		475,111
Total Estimated Funds Available		1,337,017
Total Expenditures/Appropriations		646,820
Estimated Cash on Hand March 31, 2023		690,198
Expenditures		
Home Relief		
4102	Rent	100,000
4103	Utilities	20,000
4105	Personal Essentials	18,000
4106	Travel Expenses	8,000
4110	Burial	1,500
4107	Medical	25,000
4116	Catastrophic Insurance Premium	3,500
4117	Miscellaneous	100
4119	Emergency Assistance	105,000
Total General Assistance Home Relief		281,100
Administration		
4201	Salaries	198,000
4202	Office Supplies	4,000
4204	Equipment	4,000
4205	Travel & Training	3,000
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
4511	Phone & Internet	2,400
4591	Health Insurance	24,250
4592	Dental, Vision & Life Insurance	1,900
4593	Unemployment	1,800
4594	IMRF Expense	9,100
4595	FICA Expense	6,100
Total General Assistance Administration		264,250
Pantry		
4460	Salaries	48,300
4461	Utilities	8,750
4462	Custodial Services	16,000
4463	Trash Removal	8,500
4391	Health Insurance	14,900
4392	Dental, Vision & Life Insurance	635
4393	Unemployment	635
4394	IMRF Expense	2,250
4395	FICA Expense	1,500
Pantry		101,470
Total General Assistance Fund Appropriations		646,820

4. COMMITTEE FOR SENIOR SERVICES

Beginning Balance April 1, 2022			67,097
Estimated Revenues			
3600	Gift Shop	8,000	
3605	Soda/Snack Vending	1,500	
3610	Party/Bingo Raffles	600	
3615	Bake Sale	100	
3620	Beading Club	500	
3625	Restaurant Fundraisers	2,000	
3630	Special Events	3,000	
3635	Interest	50	
Total Estimated Revenues			<u>15,750</u>
Total Estimated Funds Available			82,847
Total Expenditures/Appropriations			<u>25,000</u>
Estimated Cash on Hand March 31, 2023			57,847
Expenditures			
5100	Gift Shop	1,400	
5105	Soda/Snack Vending	1,500	
5110	Gift Cards	200	
5115	Social Services Support	2,000	
5120	Donations	500	
5125	Entertainment	1,000	
5130	Raffle Expense	100	
5135	Bingo Expense	300	
5140	Beading Club	100	
5145	Special Events	1,500	
5150	Computer Supplies	100	
5155	Scholarship	200	
5160	Contingency	15,000	
5165	Community Relations	1,000	
5170	Miscellaneous	100	
Total Committee for Senior Services			25,000

5. MENTAL HEALTH FUND

Beginning Balance April 1, 2022			1,134,497
Estimated Revenues			
3000	Property Tax	1,332,439	
3100	Replacement Tax	12,000	
3250	Interest Income	1,000	
3300	Other Income	1,000	
3350	Rental Income	8,000	
3850	Tide Transportation Fee	5,000	
3950	AID Transportation Fees	1,500	
Total Estimated Revenues			<u>1,360,939</u>
Total Estimated Funds Available			2,495,436
Budgeted Expenditures			
	Service Contracts	1,457,000	
	Administration	139,600	
	Community Resource Center	34,000	
Total Expenditures/Appropriations			<u>1,630,600</u>
Mental Health Fund			
Estimated Cash on Hand March 31, 2023			864,836
Expenditures			
Service Contracts			
4100	CAC CASI	20,000	
4102	CAC Family Support	12,000	
4103	CAC Safe from the Start	25,000	
4104	CCC Domestic Violence Shelter	22,400	
4105	CCC Domestic Violence Counsel	31,200	
4108	AID Supportive Employment	41,375	
4109	AID Case Management	8,000	
4113	Clearbrook Day Services	8,000	
4123	Easter Seals	75,000	
4130	Northwest CASA	10,000	
4131	AID Transportation	30,000	
4132	Ecker Therapy Services	90,600	
4133	Ecker Therapy PEP	17,500	
4135	Ecker Center/Substance	62,800	
4136	HTYFS Psychiatric Back-up	9,000	
4137	HTYFS Alt. to Suspension	25,000	
4138	Contract Support Services	100,000	
4139	HTYFS Substance Abuse	50,000	
4141	Shelter Inc Healthy Families	8,500	
4142	Centro de Informacion	32,500	
4146	Bridge YFS - Crisis Intervention	3,500	
4148	FSA Therapy Services	43,000	
4158	Summitt Center	14,000	
4162	TIDE Transportation	22,000	
4165	Amita Alexian	12,500	
4166	PADS of Elgin	35,000	
4167	HTSS - Senior MH	52,000	
4175	WINGS Transitional Shelter	6,600	
4177	Staff Development Fund	20,000	
4179	Challenge Grant Fund	50,000	
4180	Capital Grant Fund	145,000	
4185	Little City Foundation	5,900	
4190	Maryville Academy - Eisenberg Campus	20,000	
4192	Leyden FS - Detox/Rehab	12,500	
4193	Boys and Girls Club	3,425	
4200	Kenneth Young Center - SASS	10,000	
4201	Journeys - Hope Center	2,500	
4203	Clearbrook - Residential	10,000	
4204	Eater Seals: Family Support	15,000	
4205	Mental Health Housing	90,000	
4207	Girl Scouts of Northern IL - Outreach	12,700	
4221	HTSS Home Delivered Meals	20,000	
4222	HTYFS Bilingual Therapist	25,000	
4223	Marklund	24,100	
4225	Community Alternatives	10,500	
4226	Fellowship Housing	5,000	
4227	AARA	40,000	
4228	HTAS Senior in Home Care	40,000	
4229	Partners In Our Communities	12,000	
Total Service Contracts			1,457,000

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	4,000	
4005	Training	1,000	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	64,100	
4012	Office Supplies	2,000	
4013	Postage	8,000	
4014	Equip / Database	3,500	
4537	Community Relations	3,000	
4538	Miscellaneous	500	
4539	Dues	4,500	
4540	Special Events	1,000	
4541	Printing	8,000	
4544	Consultants	4,000	
4591	Health Insurance	18,400	
4592	Dental, Vision and Life Insurance	650	
4593	Unemployment	300	
4594	IMRF Expense	6,000	
4595	FICA Expense	5,000	
Total Administration			139,600
Community Resource Center			
4210	Utilities	7,000	
4213	Janitorial	5,500	
4214	Rent	10,000	
4217	Capital Improvements	1,000	
4250	Building Maintenance	4,000	
4286	Agency Support Services	6,500	
Total Community Resource Center			34,000
Total Mental Health Fund Appropriations			1,630,600

6. ROAD FUND

			1,346,627
Beginning Balance April 1, 2022			
Estimated Revenues			
3000	Property Tax	856,500	
3100	Replacement Tax	30,000	
3250	Interest Income	1,000	
3300	Permits and Fines	1,000	
3400	Traffic Enforcement Fees	1,000	
3500	Other	1,000	
Total Estimated Revenues			890,500
Total Estimated Funds Available			2,237,127
Budgeted Expenditures			
	Road Maintenance	1,295,000	
	Equipment	61,500	
	Bridge Maintenance	5,000	
	Buildings	35,000	
	Administration/Transfers*	295,750	
Total Expenditures/Appropriations			1,692,250
Estimated Cash on Hand March 31, 2023			544,877
Expenditures			
Road Maintenance			
4600	Controlled Substance Test	1,500	
4601	Salaries	206,000	
4602	Operating Supplies & Materials	25,000	
4603	Fuel	20,000	
4606	Engineering	90,000	
4607	Contract Work	850,000	
4610	Street Lighting	10,000	
4614	Signs, Stripping & Tree Removal	12,500	
4616	Salt	80,000	
Total Road Maintenance			1,295,000
Equipment			
4604	Machine Rental	1,500	
4608	Equipment Purchase	30,000	
4609	Maintenance Vehicles & Equip	30,000	
Total Equipment			61,500
Bridge Maintenance			
4615	Bridge Repair and Maintenance	5,000	
Total Bridge Maintenance			5,000
Buildings			
4612	Buildings & Perm Improvement	25,000	
4613	Building Maintenance	10,000	
Total Buildings			35,000
Administration			
4700	Postage	1,000	
4701	Legal	20,000	
4702	Liability Insurance	30,000	
4704	Phone and Data	1,000	
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	6,000	
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	1,500	
4793	Unemployment	1,550	
4794	IMRF Expense	14,000	
4795	FICA Expense	12,500	
Total Administration			295,750
Total Road Fund Appropriations			1,692,250

* 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

7. IMRF FUND

Beginning Balance April 1, 2022		165,158
Estimated Revenues		
3000 Property Tax	206,918	
3250 Interest Income	200	
Total Estimated Revenues		<u>207,118</u>
Total Estimated Funds Available		372,276
Budgeted Expenditures/Appropriations		
4508 IMRF	207,118	
Total Expenditures/Appropriations		<u>207,118</u>
Estimated Cash on Hand March 31, 2023		165,158

8. SOCIAL SECURITY FUND

Beginning Balance April 1, 2022		111,332
Estimated Revenues		
3000 Property Tax	167,295	
3250 Interest Income	100	
Total Estimated Revenues		<u>167,395</u>
Total Estimated Funds Available		278,727
Budgeted Expenditures/Appropriations		
4522 Social Security	167,395	
Total Expenditures/Appropriations		<u>167,395</u>
Estimated Cash on Hand March 31, 2023		111,332

9. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2022		410,767
Estimated Revenues		
3250 Interest Income	1,000	
3440 Bus Fares & Donations	9,000	
3450 Transfer from Road Maintenance*	25,000	
3460 Transfer from Town Fund	65,000	
Total Estimated Revenues		<u>100,000</u>
Total Estimated Funds Available		510,767
Budgeted Expenditures		
4408 Vehicle Purchase	40,000	
4540 Senior Bus Purchase	80,000	
Total Expenditures/Appropriations		<u>120,000</u>
Estimated Cash on Hand March 31, 2023		390,767

* 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

10. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2022		391,825
Estimated Revenues		
3445 Grant	2,200,000	
3455 From Town Fund	395,000	
3455 Loan Proceeds	3,000,000	
3460 Sale of Property	260,000	
Total Estimated Revenues		<u>5,855,000</u>
Total Estimated Funds Available		6,246,825
Budgeted Expenditures		
4414 Emergency Services Station & Campus Expansion	5,260,000	
4416 Security Camera System	125,000	
4420 Izaak Walton Reserve	200,000	
4425 Building & Permanent Improvements	80,000	
4430 Loan Repayment	315,000	
Total Expenditures/Appropriations		<u>5,980,000</u>
Estimated Cash on Hand March 31, 2023		266,825

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES
FOR THE FISCAL YEAR ENDING MARCH 31, 2023, BY FUND IS:

GENERAL TOWN FUND	4,559,925
SENIOR CITIZEN SERVICES FUND	2,046,485
GENERAL ASSISTANCE FUND	646,820
MENTAL HEALTH FUND	1,630,600
COMMITTEE FOR SENIOR SERVICES	25,000
ROAD FUND	1,692,250
IMRF FUND	207,118
FICA FUND	167,395
VEHICLE REPLACEMENT FUND	120,000
CAPITAL PROJECTS FUND	5,980,000

TOTAL APPROPRIATIONS **17,075,593**

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
Seventeen Million Seventy Five Thousand Five Hundred and Ninety Three
(\$17,075,593) FOR THE FISCAL YEAR ENDING MARCH 31, 2023.

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 MARCH 22, 2022 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. 2021-_____ adopted and approved by the Board of Trustees of
said Township at the regular meeting, duly and legally called, and held March 22, 2022, as
the same appears in the records in my possession and custody as such clerk.

Dated this March 22, 2022

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, 2022 through March 31, 2023.

Property Taxes		\$	8,412,589
Replacement Taxes		\$	87,000
Interest		\$	17,350
Rent		\$	18,000
Intra Fund Charges		\$	4,500
Fees		\$	554,700
Grants & Donations		\$	2,680,350
Loan Proceeds		\$	3,260,000
Transfers From Other Funds		\$	645,000
	TOTAL	\$	15,679,489

The above is certified this 22nd day of March, 2022.

Brian P. McGuire
Hanover Township Supervisor

Attest: Kathleen Dolan Baumer
Hanover Township Clerk

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021*
<i>Passports</i>	280	243	3,451	1,242
Photo fees	\$3,050	\$2,360	\$34,660	\$13,240
Fee deposits	\$10,615	\$9,630	\$134,125	\$45,205
<i>Fishing/Hunting licenses</i>	0	0	47	37
<i>Handicap Placards</i>	17	7	172	122
<i>Human Resources Requests</i>	118	114	1,396	1,434
<i>New Employee Orientations</i>	2	3	25	20
<i>Technology work orders</i>	45	48	548	536
<i>Resident Contacts</i>	2,095	2,469	20,013	18,477
<i>Percent of Budget Expended (33% of year)</i>	3.8%	19.5%	62.8%	71.7%

*COVID-19 partial closure

Department Highlights

- Human Resources Manager Callahan completed 2 new hire orientations: Brandon Urbina Vargas (Youth and Family Services) and Francisca Velazquez (Facilities and Road Maintenance).
- Human Resources Manager Callahan, Prevention Services Manager Dickinson, and Program Coordinator Miguel participated in first round interviews for the Youth Program Assistant positions.
- Community Health Director Smith, Human Resources Manager Callahan, and Home Care Coordinator Lloyd participated in first round interviews for the Home Care Assistant positions.
- Director Imperato and Human Resources Manager Callahan conducted the Hanover Township Foundation 6-month audit. All documentation was found to be in proper order and complete.
- Township Administrator Barr, Assistant Township Administrator Vana, and Human Resources Manager Callahan distributed three 2021 Employee Service Awards in February. Office of Community Health, Community Health Nurse, James Kramer was awarded the Rookie of the Year award. Facilities and Road Maintenance Operations Manager, Rick Nelson, was awarded the Excellence in Service award. Lastly, Aging Services Social Services Specialist, Frances Domingo, was awarded the Trish Simon Core Values award. Communications Specialist Smith helped to record the distribution of awards and create a video that was shared with Township staff to recognize this year's winners.
- Assistant Township Administrator Vana coordinated the Worker's Compensation audit on February 28. All documentation was submitted in order as requested and the results of the audit are anticipated to be received in April.
- Assistant Township Administrator Vana and Human Resources Manager Callahan conducted first round interviews for the Administrative Services Part Time Receptionist. Second round interviews were also conducted with Township Administrator Barr and Receptionist Graffy. Angie Villarin was offered and accepted the position and will begin on March 7.
- Assistant Township Administrator Vana, Human Resources Manager Callahan, and Chief Deputy Assessor Glascott conducted first round interviews for the Assessing Specialist position in February.
- Township Administrator Barr facilitated a Performance Evaluation Writing training on February 9 for all staff that are required to write annual employee evaluations. A total of 19 managers participated in the training.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Programming Division</i>				
Planned programs	185	102	1,634	911
Participants	915	427	7,686	5,428
Participants (unduplicated)	330	179	735	416
Wait listed (unduplicated)	22	0	296	0
Art & Computer classes	24	45	398	313
Art & Computer class participants	142	179	1,958	1,426
New volunteers	12	2	44	22
Total volunteers (unduplicated)	105	56	177	97
Volunteer hours reported	1,189	702	10,240	4,887
<i>Nutrition Division</i>				
Meals Served	1,058	1,062	12,619	11,843
Meals delivered by volunteers	2,754	2,365	29,364	31,395
<i>Social Services Division</i>				
Clients served (unduplicated)	177	152	1,142	1,168
Clients served (duplicated)	270	238	3,028	3,917
Energy Assistance	36	20	374	373
Prescription drugs & health insurance assistance	75	62	1,536	1,522
Social Service programs	8	10	125	95
Social Service program participants	135	43	1,117	905
Lending Closet transactions	98	70	1,245	833
<i>Transportation Division</i>				
One way rides given	830	612	9,627	6,493
Individuals served (unduplicated)	114	65	249	160
New riders	13	4	249	160
Unmet requests for rides	13	13	209	95

Department Highlights

- Social Services Manager Gomez attended the Senior Health Insurance Program (SHIP) Coordinator Call on February 1. Updates were given on Medicare and Medicaid.
- Director Conway and Social Services staff met with Misty Javan, Police Social Worker with the Village of Bartlett, on February 2.
- Director Conway was appointed by Illinois Department on Aging Director Paula Basta to serve on the Community Care Program Advisory Council (CCPAC) and attended the first virtual meeting of the group on February 8.
- The AARP Income Tax Aide program began on February 9. The program will run until April 11.
- On February 17, Social Services Specialists Domingo and Robles attended a training on “Identifying and Reporting Elder Abuse and Neglect.”
- The Artist Expressions exhibit with the Arts of Bartlett closed on February 28. An artists’ reception was held on February 15 featuring artists from the Senior Center.
- The Senior Citizen Services Committee held the annual Paczki Day Fundraiser on February 28, raising over \$330.

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

OFFICE OF THE ASSESSOR



Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Administration</i>				
Office visits	265	379	1,780	1,867
Building permits processed	254	179	4,731	5,114
Change of Name	10	1	46	23
Property tax appeals	19	0	487	783
Certificate of Errors	26	41	470	613
Property location updates	0	0	2	4
Sales Recording	0	780	2,994	2,218
New owner mailing	0	0	1769	870
<i>Exemptions</i>				
Homeowner exemptions	17	44	156	279
Senior homeowner exemptions	2	65	122	156
Senior Freeze exemptions	2	89	158	244
Disabled Veteran exemptions	2	23	16	61
Disabled person exemptions	3	10	30	62
Miscellaneous exemptions	6	1	27	25

Department Highlights

- Extended Tuesday hours provided assistance to 7 visitors after 4:30 pm in February.
- The total number of email addresses on the Assessor's Office contact list is 3,453. Twelve new emails contacts were added in February.
- The 2022 scavenger sale was scheduled to start February 14, 2022. The 2019 delinquent tax sale is scheduled to start May 12, 2022. The 2020 delinquent tax sale is scheduled for December 2022
- Cook County Commissioner Morrison's Office has been keeping the Assessor's Office up to date regarding the right of way on Sunnydale Boulevard.
- The 2021 Cook County Board of Review appeals started Monday, January 3, 2022. The last day to submit online appeals was Tuesday, February 1, 2022.
- 2021 exemptions forms are estimated to be available online early March.
- 33 resumes were received for the Assessing Specialist job opening. Nine interviews were conducted by Assistant Administrator Vana, Human Resources Manager Callahan and Chief Deputy Assessor Glascott.
- 2021 first installment tax bills are due March 1, 2022.
- Cook County Assessor's office has 18 of 38 township appeals to certify and publish for tax year 2021. Tax bills for 2021 cannot be issued until Cook County Board of Review has certified all the 2021 appeals. Board of Review has not started the 18 township's appeals.

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 February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Website Visits (total)</i>	7,386	4,426	75,597	65,810
<i>Website Visits (unique)</i>	5,018	3,986	53,492	50,770
<i>Facebook Likes</i>	29	22	4,897	4,061
<i>Facebook Reach</i>	18,178	25,016	363,375	462,664
<i>Twitter Followers (new)</i>	0	7	51	1,317
<i>YouTube Views</i>	241	291	2,776	3,333
<i>Media Releases</i>	1	1	42	26
<i>Total Resident Contacts (Elgin office)</i>	N/A	165	405	334

Department Highlights

- Director Kuttenberg joined Supervisor McGuire and Township Administrator Barr in hosting State Representative Maura Hirschauer for a tour and visit on February 4. The representative visited a variety of offices and departments, learning about the Township's programs and services.
- Director Kuttenberg joined Supervisor McGuire, Township Administrator Barr and representatives from Upholdings for a virtual meeting with the Housing Authority of Elgin (HAE) Board Chairperson Ruth Stephens, Board Member John Steffen and Executive Director Martell Armstrong on February 8 to discuss the HAE's commitments to provide vouchers for Hanover Landing. Discussion with the HAE, Township and Upholdings resulted in HAE stating they would not be providing vouchers for the project, despite offering several verbal commitments in 2021.
- Director Kuttenberg attended a meeting of the St. John the Evangelist Parish Council on February 8 to share best practices for community outreach and digital communications.
- Director Kuttenberg joined Trustees Essick and Martinez in attending Hanover Park Mayor Rod Craig's State of the Village Address on February 9.
- Director Kuttenberg and Specialist Smith met virtually with OC Creative on February 14 to discuss a video proposal for creating an evergreen video highlighting Township programs and services.
- Director Kuttenberg joined Township Administrator Barr in attending the February 16 virtual meeting of the Metropolitan Township Association Executive Committee.
- Director Kuttenberg provided a virtual training for the Metropolitan Township Association on February 23 presenting on the topic of "Effective Outreach Strategies to Legislators and Elected Officials."
- Director Kuttenberg and representatives from Upholdings conducted a virtual briefing on February 24 for Cook County Commissioner Kevin Morrison and his staff regarding the commissioner's advocacy for Cook County funding for Hanover Landing. The commissioner committed his support and his staff are actively working on confirming funding information.
- Director Kuttenberg met in person with Anil Barot of BAPS on February 25 to discuss BAPS members' interest in applying for membership on Township committees.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Appointments</i>				
ProTimes	5	5	58	95
TB skin test	0	5	23	23
Cholesterol	19	23	87	33
Pharmaceutical Assistance Programs	0	0	1	6
Miscellaneous labs	10	9	77	117
Wellness Screening (BP, diabetes, anemia)	40	4	219	65
Other*	56	32	618	343
<i>Clinic Clients</i>				
Senior Center/ home visits	103	73	896	566
Astor Avenue	13	0	44	28
Offsite clinics	8	0	73	0
Total clients (unduplicated)	58	35	446	286
<i>Public Education & Health Promotion</i>				
Media coverage	2	0	7	1
Informational seminars/Program	3	1	39	24
Program Participants	39	13	1,973	406
<i>Primary Care Provider Support</i>	0	0	10	12

* Includes individuals who were vaccinated at the COVID vaccine clinic

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 11 home visits for residents in the month of February.
- Director Smith and Community Health Nurse Kramer performed 16 rapid antigen COVID tests in the month of February.
- Director Smith participated in 8 interviews for the Home Care Assistant positions for Aging Services in the month of February.
- Director Smith conducted interviews for the Community Health Receptionist position and extended an offer to Ellie Ryczewicz, who will start on March 17.
- Director Smith and Community Health Nurse Kramer, in addition to employees from Human Services, Aging Services, Youth and Family Services, and the Mental Health Board met with the new Bartlett Police Social Worker on February 2 to discuss opportunities for collaboration on assisting Bartlett residents.
- Director Smith provided a tour of the department for State Representative Maura Hirschauer, on February 4 and discussed the programs and services the department offers.
- Community Health Nurse Kramer attended a training on Identifying and Reporting Elder Abuse and Neglect on February 17.
- Director Smith presented on Food for Your Mood: Understanding the relationship between nutrition and mental health for Association of Illinois Township Committees On Youth on February 24.

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 February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Hours</i>				
Volunteer Detail Hours	968	695	7,179	6,055
Volunteer Work Hours	80	253	1,346	2,876
Volunteer Training Hours	202	230	1,548	2,604
<i>Total Volunteer Hours</i>	1,250	1,178	10,058	12,483
<i>Details</i>				
Emergency Call Outs	15	6	111	97
Safety Patrols	2	6	31	55
Township Sponsored Events	0	1	24	37
Other Community Events	0	0	13	42
Miscellaneous	0	0	2	8
<i>Total Details</i>	17	12	181	227

Department Highlights

- HTES responded to 13 calls of service between March 3 and 8 to the Bartlett warehouse fire located at Munger Road and Humbracht Circle. HTES provided hose rolling, scene lighting, traffic management, and fire hydrant defrosting to assist all other on scene responders. HTES provided drone thermal imaging coverage that was essential to identifying the fire's source. The HTES drone took 72 flights over the fire and was in air over 10 hours. In total, 21 HTES members contributed to this event with over 300 hours of manpower committed during the five days.
- HTES responded to a traffic accident in Bartlett and provided traffic management on February 4.
- Director Crews participated in a meeting with the Illinois Professional Emergency Management Association on February 10.
- Director Crews met with the Pingree Grove and Countryside Fire Department command staff on February 14.
- Director Crews participated in a meeting with the Illinois Professional Emergency Management Association and Cook County Emergency Management on February 16.
- HTES responded to a traffic accident in Bartlett and provided traffic management on February 25.

*Hanover Township Mission Statement:
To continuously improve the quality of life of Hanover Township residents.*

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Administration</i>				
Vehicle service calls	7	3	32	24
Work orders	376	263	3,751	2,788
Event set-ups/tear downs	153	36	1,037	241
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	6,676	5,560	52,515	45,522
Town Hall	6,420	7,560	80,340	63,960
Senior Center	23,537	22,560	329,448	309,204
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	460.50	483.58	1,204.98	1,666.51
Town Hall	1,611.26	1,780.15	4,125.94	5,652.25
Senior Center	2,393.97	2,513.06	13,680.28	15,579.50
<i>Road Maintenance</i>				
Salt Usage (Tons)	344	480	705	1,062

Department Highlights

- Facilities staff started wall, trim, and door jamb repainting throughout the Senior Center. Touchups and repainting were started in main hallway outside the Activity Room. All pictures were remounted with secure hardware to prevent movement. Staff will continue throughout all areas in the Senior Center over the next months.
- Director Hanson, Facilities Manager Nelson, and Road Manager Santangelo participated in the Township Evaluation Writing seminar presented by Administrator Barr in preparation of FY22 employee evaluations.
- Director Hanson and Manager Nelson completed the hiring process for the department's new Custodial Associate. Francisca Velezques was hired and started on February 22.
- Facilities staff continues twice daily disinfecting of all facilities as part of department coronavirus precautions.
- Director Hanson met with Administrator Barr and representatives from FGM Architects and Thomas Engineering to discuss next steps, Village Planning Commission presentation, and permitting schedule for the continuation of the Emergency Services Headquarters construction and land development.
- The Berner Drive, Dale Drive, and Wolsfeld Drive road resurfacing project bid packet was published. Bid opening and award of contract is scheduled for March.
- Director Hanson virtually attended the "Invest in Cook County Program, Township Opportunities" training hosted by Cook County Transportation and Highways Department.
- Facilities and Road staff, along with seasonal snow plow operators completed over 300 hours of snow removal operations on all Township roads and facilities during the month of February with a total of seven measurable snow events.

DEPARTMENT OF HUMAN SERVICES



Report for February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>General Assistance</i>				
General Assistance clients	7	9	71	109
General Assistance appointments	15	18	145	231
Emergency Assistance appointments	25	21	243	256
Emergency Assistance approved	1	1	21	44
Crisis intake clients	249	208	2,377	3,240
Access to Care	0	0	0	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	52	19	348	323
Circuit Breaker/Benefit Access	0	2	1	3
<i>Social Services</i>				
ComEd Hardships	0	1	34	41
Weatherization	2	0	4	2
<i>Food Pantry</i>				
Served (Households)	692	638	8,545	9,254
New applications	42	18	315	148
Food Donations	42	48	959	929
<i>Community Center Walk-Ins</i>	117	40	933	325

Department Highlights

- Director Imperato attended the monthly American Legion Veteran Service Outreach Event in Elgin. In the month of February, eight Veterans were served at the Astor Avenue Community Center.
- Director Imperato met with the Village of Hanover Park to discuss a new water assistance program for low-income residents of Hanover Park. The program is due to roll out on April 1, 2022.
- In February, seven applications were processed for CEDA's Low Income Water Assistance Program.
- Director Imperato and Scott Jewitt from the Northern Illinois Food Bank hosted a Township Officials of Illinois webinar on Food Pantries, "The Gateway To Many Good Things".
- Food pantry applicants continue to be screened for additional services and programs. In February 112 applicants were screened for additional services.
- Case Manager Leitner completed Salvation Army training and is currently licensed to process Salvation Army applications.
- Case Manager Leitner will attend Veteran's Service Officer Accreditation Training the week of March 7, 2022. Once successfully completed she will schedule the next phase of training.
- Volunteer Employment Specialist Flaxman continues to serve residents with employment needs. In February, she assisted 22 residents seeking employment and 11 employers looking to fill positions.
- Partners for Our Communities continue to keep office hours on Wednesday from 8:30 am – 4:30 pm to assist residents with immigration and legal issues.
- Mario Keane from Senator Castro's office is at Astor Avenue Community Center every Tuesday from 1:00 pm – 6:00 pm to assist residents experiencing issues with State programs.

*Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability*

OFFICE OF THE MENTAL HEALTH BOARD



Report for February 2021

SERVICE PROVIDED	JANUARY 2022	JANUARY 2021	FYTD 2022	FYTD 2021
<i>Grant Funding</i>				
New clients	64	163	2,610	1,899
Ongoing clients	777	1,167	7,562	8,972
Closed cases	13	88	364	580
Prevention programming presentations	6	50	216	216
Number in audience	103	579	2,944	1,515
<i>TIDE</i>				
Participants	27	25	27	25
Rides	165	167	1,354	2,418
<i>Resource Center</i>				
Organizations providing services	4	6	4	6
Clients served	36	121	218	454

Department Highlights

- The Mental Health Board met on February 22 and awarded the following:
 - Ray Graham Foundation received \$15,000 in challenge funds for a new workforce program with graduating students with cognitive and developmental disabilities from Streamwood High School.
 - Community Alternatives Unlimited received \$15,000 in capital funds for tablets to make home visits easier.
 - Ecker Center for Behavioral Health received \$4,458 in contract support funds to repair the sprinkler system at their Elgin location.
- The Mental Health Board approved the Fiscal Year 2023-2025 Strategic Plan.
- Members of the Mental Health Board attended a site visit to the Izaak Walton Youth Center on February 8.
- Annual Service Contracts were sent to all FY 23 funded agencies.
- Manager Teachout visited the Bartlett Police Department and met with the new Police Social Worker, Misty Javan.
- Conferenced with Oak Park Township Mental Health Board about payment procedures.
- Conducted the Human Services Coordinating Council meeting on February 15.
- Manager Teachout participated in the Illinois Mental Health Task Force virtual meeting on February 22.
- Leases were sent to all agencies that rent office space at the Resource Center.

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 February 2022

SERVICE PROVIDED	FEBRUARY 2022	FEBRUARY 2021	FYTD 2022	FYTD 2021
<i>Outreach & Prevention</i>				
Open Gym participants	n/a*	30	11	670
Open Gym participants (unduplicated)	n/a*	17	20	69
Alternative to Suspension referrals	16	3	328	171
Alternative to Suspension participants	349	82	1,743	767
Alternative to Suspension participants (unduplicated)	141	36	246	206
<i>Clinical</i>				
Therapy clients	568	395	4,478	3,519
Therapy clients (unduplicated)	133	82	1,123	720
New clients (unduplicated)	5	1	76	50
Clinical hours	344	293	3,706	2,493
Group session participants	211	24	696	193
<i>Tutoring Participants</i>				
Total	129	74	643	392
Unduplicated	50	20	278	194

*Open Gym Program has temporarily been paused due to the COVID-19 pandemic.

Department Highlights:

- On February 1, Director Houdek and Nancy Coleman, Executive Director of Alignment Collaborative for Education (ACE) discussed Hanover Township's involvement in ACE. Executive Director Coleman moved forward with recommending Director Houdek be part of the Operating Board.
- Director Houdek participated on the Alignment Collaborative for Education Trauma Informed Care A-Team on February 3.
- Director Houdek participated in the tour for State Representative Maura Hirschauer on February 4.
- Youth and Family Services staff participated on the Multi-Tiered Systems of Support (MTSS) training on February 4 conducted by School District U-46.
- Director Houdek and Manager Dickinson hosted the Hanover Township Mental Health Board staff for a site visit at the Izaak Walton Youth Center on February 7.
- Director Houdek and Megan Traficano, Youth Services Director of Oak Park Township, met on February 8 to discuss plans to increase Association of Illinois Township Committees On Youth membership.
- Director Houdek and Manager Dickinson met virtually on February 15 with Development Manager Kacie Chitwood of The Alive Center, to discuss youth center programming.
- Manager Dickinson and Coordinator Miguel met with Streamwood High School Football Coach Keith McMaster on February 16 to discuss partnership with Streamwood Park District to provide a flag football clinic.
- Youth and Family Services staff participated in the AITCOY workshop on February 24, "Food for Your Mood: Understanding the Connection Between Nutrition and Mental Health", presented by Director Smith.
- Manager Dickinson spoke at the Bartlett Parent Advisory meeting on Youth and Family Services programming.
- Director Houdek and Manager Dickinson participated in the Lisle Township tour on February 28.

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 3/1/22 - 3/21/22

	Total
Total Town Fund	81,249.85
Total Senior Services Fund	44,228.74
Total General Assistance Fund	13,230.18
Total Road Maintenance Fund	46,752.85
Total Committee for Senior Citizens Services	884.34
Total Mental Health Board Fund	23,003.35
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	55,187.90
Total All Funds	264,737.21

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
10A · Town Assets					
1001650 · Prepaid Expense					
Check	03/08/2022	145559	CuraLinc LLC	Inv# 23674 SupportLinc Employee Assistance Program Apr-Jun 22	648.00
Check	03/08/2022	145560	Johnson Controls Security Solutions	Inv# 36975090 Astor Security Monitoring March-May 2022	255.00
Check	03/08/2022	145561	Johnson Controls Security Solutions	Inv# 36975099 ES-Security Monitoring March-May 2022	255.00
Check	03/08/2022	145562	Metropolitan Township Association	MTA Annual Dues 4/22-3/23	3,000.00
Check	03/08/2022	145566	Otis Elevator Company	Inv# 100400676304 Annual Preventative Maint. Sr Ctr Elevator 3/22-2/23	5,599.20
Check	03/15/2022	145690	Chicago White Sox	Inv# 504048 White Sox Tickets 8/3/22	1,690.08
Check	03/15/2022	145692	Hedy Duggan	Senior Fitness Instructor - Ageless Grace Class April	210.00
Check	03/15/2022	145693	Geneva History Museum	Geneva Tour 5/17/22	240.00
Check	03/15/2022	145694	Cesar Grimaldo	Inv# 6526 French/Spanish Instruction May/Jun 2022	600.00
Check	03/15/2022	145695	Lizzadro Museum of Lapidary Art	Walking Tour 5/24/22	208.00
Check	03/15/2022	145696	Marriott Theatre in Lincolnshire	26 tickets to Sound of Music 6/2/22	1,690.00
Check	03/15/2022	145697	Milwaukee Brewers Ticket Office	Inv# 407316 Cubs Game in Milwaukee 7/6/22	1,328.00
Check	03/15/2022	145698	Jack Miuccio	Inv# 53122 Entertainment 5/31/22	150.00
Total 1001650 · Prepaid Expense					15,873.28
Total 10A · Town Assets					15,873.28
11A · Senior Center Assets					
1101520 · Prepaid Expense					
Check	03/01/2022	145500	Tranquility Yoga Studio	Yoga Instruction April 2022	1,054.99
Total 1101520 · Prepaid Expense					1,054.99
Total 11A · Senior Center Assets					1,054.99
20A · Welfare Services Assets					
2001650 · Prepaid Expense					
Check	03/08/2022	145563	NJS Enterprises, Inc	Inv# 220172 VisualGA.net Software Service Contract 2022-2023	2,800.00
Total 2001650 · Prepaid Expense					2,800.00
Total 20A · Welfare Services Assets					2,800.00
1013 · Town Fund - Revenue					
1013440 · YFS - Tutoring Fees					
Check	03/01/2022	145497	Dhan Govindaraj	Refund - Tutoring Services	45.00
Total 1013440 · YFS - Tutoring Fees					45.00
Total 1013 · Town Fund - Revenue					45.00
5053 · Mental Health - Revenue					
5053850 · Tide Revenues					
Check	03/15/2022	145703	Nick Joseph	Tide Refund	44.80
Total 5053850 · Tide Revenues					44.80

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Total 5053 · Mental Health - Revenue					44.80
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	03/08/2022	145530	New Star	Inv# 8299 FY22 Computers Recycling Fee	199.26
Check	03/18/2022	145739	ProxIT Technology Solutions	Inv# 22871 Network Labor	4,801.69
Total 1014430 · Computer Equipment & Software					5,000.95
Total 101CAP · Capital Expenditures					5,000.95
101CHN · Community Health					
1014453 · Printing					
Check	03/01/2022	145507	COTG	Inv# 3367299 Copy Charges 1/25-2/24	14.75
Check	03/15/2022	145661	Braden Interact Business (DD6308370301-1)	Inv# 766141 Copy Charges Feb	4.22
Total 1014453 · Printing					18.97
1014454 · Travel & Training					
Check	03/01/2022	145498	Kramer, James	Mileage Reimbursement Feb 2022	26.09
Check	03/01/2022	145501	Tyrrell, Sarah J	Mileage Reimbursement Feb 2022	10.59
Total 1014454 · Travel & Training					36.68
1014457 · Furniture and Computer Equip					
Check	03/15/2022	145675	Leaf (618-008)	Inv# 12949066 Copier Lease Lower Level 2/28	126.00
Check	03/15/2022	145679	Quench USA, Inc.	Inv# 38015477 Water Cooler Rental Feb-Apr	5.14
Total 1014457 · Furniture and Computer Equip					131.14
1014459 · Professional Services					
Check	03/08/2022	145558	Quest Diagnostics	Inv# 9197324014 Lab Services	121.71
Check	03/08/2022	145558	Quest Diagnostics	Inv# 9196869063 Lab Services	222.70
Total 1014459 · Professional Services					344.41
1014465 · Medical Supplies					
Check	03/08/2022	145529	McKesson Medical Surgical	Inv# 39271234 Cholesterol Tests, Stool Kits	234.87
Check	03/08/2022	145529	McKesson Medical Surgical	Inv# 39644383 Lancets	17.84
Check	03/08/2022	145529	McKesson Medical Surgical	Inv# 39644414 Tuberculosis Skin Tests	131.96
Total 1014465 · Medical Supplies					384.67
1014491 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,143.28
Total 1014491 · Health Insurance					1,143.28
1014492 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	100.60

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1014492 · Dental, Vision & Life Insurance					116.50
Total 101CHN · Community Health					2,175.65
101CVA · Community Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	03/08/2022	145520	Braden Interact Business (DDElgin-IBP)	Inv# 765837 Copy Charges Feb 2022	11.63
Total 1014614 · Printing					11.63
1014617 · Equipment & Furniture					
Check	03/08/2022	145522	Canteen Refreshment Services	Inv# ORD142320 Water Machine Rental 2/28-3/27	44.95
Check	03/08/2022	145528	Leaf (618-009)	Inv# 12902149 Kyocera Copier Lease - CA	97.44
Total 1014617 · Equipment & Furniture					142.39
1014621 · Satellite Office Utilities					
Check	03/01/2022	145506	Com Ed 010	Acct# 6997418010 Monthly Charges 1/11-2/10	666.79
Check	03/01/2022	145516	Nicor 78	Acct# 78-11-12-9467 Monthly Charges 1/26-2/23	474.52
Total 1014621 · Satellite Office Utilities					1,141.31
1014624 · Travel					
Check	03/18/2022	145712	Kuttenberg, Thomas W	Mileage Reimbursement	264.46
Total 1014624 · Travel					264.46
1014691 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	571.64
Total 1014691 · Health Insurance					571.64
1014692 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	94.82
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1014692 · Dental, Vision & Life Insurance					105.42
Total 101CMA · Community Relations					2,236.85
Total 101CVA · Community Affairs					2,236.85
101ES · ES - Expenditures					
1014802 · Equipment					
Check	03/18/2022	145716	Air One Equipment, Inc.	Inv# 178277 Accountability Tags (2)	8.40
Check	03/18/2022	145716	Air One Equipment, Inc.	Inv# 178278 Accountability Tags (5)	26.00
Total 1014802 · Equipment					34.40

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
1014808 · Education & Training					
Check	03/15/2022	145672	Nancy Faber	Inv Feb 22, 2022 EMR Training Course (10)	4,750.00
Total 1014808 · Education & Training					4,750.00
1014809 · Pre-Volunteer Screening					
Check	03/15/2022	145676	Midwest Service Corporation	Inv# 458 Drug Tests	320.00
Total 1014809 · Pre-Volunteer Screening					320.00
1014813 · Vehicle Fuel & Maintenance					
Check	03/01/2022	145495	Village of Hanover Park (Fuel)	Inv# 2022-966 Jan 2022 Fuel	516.60
Check	03/01/2022	145504	Carol Stream Lawn and Power	Inv# 478265 Subaru 9122 Generator Preventive Maintenance	94.81
Check	03/01/2022	145504	Carol Stream Lawn and Power	Inv# 478266 Honda 9132 Generator Preventive Maintenance	95.91
Check	03/01/2022	145504	Carol Stream Lawn and Power	Inv# 478266 Honda 9131 Generator Preventive Maintenance	95.91
Total 1014813 · Vehicle Fuel & Maintenance					803.23
1014814 · Communications					
Check	03/01/2022	145505	Chicago Communications	Inv# 333764 New Radios Programming	700.00
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges 2/19-3/18	50.06
Check	03/15/2022	145700	Comcast (773 ES)	Acct# 877110083 0226773 ES Internet Charges 3/2-4/1	245.56
Check	03/18/2022	145723	Motorola Solutions, Inc.	Inv 6365020220201 Monthly Radio Fee	500.00
Total 1014814 · Communications					1,495.62
1014891 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	983.23
Total 1014891 · Health Insurance					983.23
1014892 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	129.91
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	8.48
Total 1014892 · Dental, Vision & Life Insurance					138.39
Total 101ES · ES - Expenditures					8,524.87
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	03/15/2022	145711	Airdo Werwas LLC	Inv# 190-001-35882 Legal Fees Feb 22	7,573.67
Check	03/15/2022	145711	Airdo Werwas LLC	Inv# 190-001-35883 Legal Fees Feb 22	162.06
Check	03/15/2022	145711	Airdo Werwas LLC	Inv# 190-001-35884 Legal Fees Feb 22	59.56
Total 1014502 · Legal Services					7,795.29
Total 101LEA · Legal & Auditing					7,795.29
101MAIN · Facilities Maintenance					
1014202 · Office Supplies					

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Check	03/15/2022	145674	Kwik Print	Inv# 70694 Business Cards - R Ryczewicz	45.30
Total 1014202 · Office Supplies					45.30
1014205 · Janitorial Supplies					
Check	03/18/2022	145727	State Chemical	Inv# 902360370 System Cleaning Chemicals	87.40
Total 1014205 · Janitorial Supplies					87.40
1014210 · Building Maintenance - Town					
Check	03/18/2022	145729	The Home Depot	Lobby Plumbing Parts	147.31
Check	03/18/2022	145729	The Home Depot	Drywall Patch/Light Bulbs	46.70
Check	03/18/2022	145729	The Home Depot	Credit	-78.50
Total 1014210 · Building Maintenance - Town					115.51
1014211 · Building Maintenance - Senior					
Check	03/01/2022	145508	Johnson Controls Security Solutions	Inv# 36975385 Sr Ctr Security Monitoring March-May 2022	255.00
Check	03/08/2022	145534	Sherwin-Williams	Inv# 5193-1 Painting Supplies	98.28
Check	03/18/2022	145728	Sherwin-Williams	Inv# 5482-8 Painting Supplies	43.42
Check	03/18/2022	145729	The Home Depot	Hallway trim	53.46
Check	03/18/2022	145729	The Home Depot	Kitchen Plumbing Repair Supplies	23.18
Check	03/18/2022	145729	The Home Depot	Toilet Repair/Light Bulbs	26.94
Total 1014211 · Building Maintenance - Senior					500.28
1014212 · Building Maintenance - Astor					
Check	03/18/2022	145729	The Home Depot	Toilet Seat Cover	26.98
Check	03/18/2022	145729	The Home Depot	Switch Cover	8.13
Total 1014212 · Building Maintenance - Astor					35.11
1014215 · Equipment Maintenance - Astor					
Check	03/18/2022	145722	Kool Technologies, Inc.	Inv# 7457 Freezer Repair	297.51
Check	03/18/2022	145722	Kool Technologies, Inc.	Tax Exempt	-5.01
Check	03/18/2022	145729	The Home Depot	Sink/Faucet Repair	99.00
Total 1014215 · Equipment Maintenance - Astor					391.50
1014219 · Vehicle Fuel - Town					
Check	03/01/2022	145495	Village of Hanover Park (Fuel)	Inv# 2022-966 Jan 2022 Fuel	757.59
Total 1014219 · Vehicle Fuel - Town					757.59
1014221 · Cell Phone/Communications					
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges 2/19-3/18	216.06
Check	03/18/2022	145723	Motorola Solutions, Inc.	Inv 6365020220201 Monthly Radio Fee	150.00
Total 1014221 · Cell Phone/Communications					366.06
1014222 · Trash Removal - Town					

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Check	03/08/2022	145527	Groot, Inc.	Acct 3107-68246 Monthly Charges Feb-Mar 22	669.02
Total 1014222 · Trash Removal - Town					669.02
1014223 · Trash Removal - Senior					
Check	03/08/2022	145527	Groot, Inc.	Acct 3107-61390 Monthly Charges Feb-Mar 22	857.66
Total 1014223 · Trash Removal - Senior					857.66
1014224 · Trash Removal - Astor					
Check	03/08/2022	145527	Groot, Inc.	Acct 3107-69323 Monthly Charges Feb-Mar 22	1,605.70
Total 1014224 · Trash Removal - Astor					1,605.70
1014230 · Trash Removal - Izaak					
Check	03/08/2022	145527	Groot, Inc.	Acct 3107-54379 Monthly Charges Feb-Mar 22	333.21
Total 1014230 · Trash Removal - Izaak					333.21
1014291 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	3,544.16
Total 1014291 · Health Insurance					3,544.16
1014292 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	375.88
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	26.50
Total 1014292 · Dental, Vision & Life Insurance					402.38
Total 101MAIN · Facilities Maintenance					9,710.88
101PAN · Pantry					
1014161 · Utilities					
Check	03/01/2022	145514	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 1/13-2/13	259.86
Check	03/01/2022	145515	Nicor 75	Acct# 75-08-57-1000 4 (Meter 2) Monthly Charges 1/13-2/13	307.90
Check	03/08/2022	145567	Village of Hanover Park	Acct 3940-001 Water/Sewer 2/24	41.34
Check	03/15/2022	145667	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 2/4-3/7	813.10
Total 1014161 · Utilities					1,422.20
1014191 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,200.44
Total 1014191 · Health Insurance					1,200.44
1014192 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	116.79
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Total 1014192 · Dental, Vision & Life Insurance					130.74

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Total 101PAN · Pantry					2,753.38
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	03/01/2022	145503	AT&T 803	Acct# 630 Z99-0161 803 Monthly Charge 2/16-3/15	43.88
Check	03/08/2022	145518	AT&T 152	Inv# 84717527311 Monthly Line 2/22-3/21	338.41
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges 2/19-3/18	36.01
Check	03/15/2022	145662	Comcast (185)	Inv# 142018334 Monthly Service March 2022	403.70
Total 1014402 · Telephone - Town					822.00
1014403 · Utilities - Town					
Check	03/01/2022	145511	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 1/14-2/14	1,681.45
Check	03/15/2022	145665	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charge/Supply Services 2/3-3/4	768.27
Check	03/15/2022	145684	Village of Bartlett	Acct# 63818 Bill# 243345 Water/Sewer Runzel Reserve 2/14	67.62
Check	03/15/2022	145684	Village of Bartlett	Acct# 51470 Bill# 237334 Water/Sewer 2/11	280.36
Total 1014403 · Utilities - Town					2,797.70
1014405 · Internet Access - Town					
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges ESHQ Wifi 2/19-3/18	36.01
Check	03/15/2022	145660	AT&T 824	Acct# 253810824 Back-up Internet 2/28-3/27	83.77
Total 1014405 · Internet Access - Town					119.78
1014416 · Equipment Rental - Town					
Check	03/08/2022	145522	Canteen Refreshment Services	Inv# ORD142321 Water Machine Rental 2/28-3/27	44.95
Check	03/08/2022	145528	Leaf (618-009)	Inv# 12902149 Kyocera Copier Lease - Main Copier	306.01
Check	03/08/2022	145528	Leaf (618-009)	Inv# 12902149 Kyocera Copier Lease - Passports	23.10
Total 1014416 · Equipment Rental - Town					374.06
Total 101THE · Town Hall Expense					4,113.54
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	03/08/2022	145535	Staples	Inv# 3500538245 Folders & 3-Tab Dividers	39.94
Check	03/15/2022	145680	Staples	Inv# 3501215912 Receipt Books & Pens	66.09
Check	03/15/2022	145680	Staples	Inv# 3501215913 Black Toner Cartridges	172.76
Total 1014404 · Office Supplies					278.79
1014406 · Printing					
Check	03/08/2022	145519	Braden Interact Business (DD6303723780)	Inv# 766403 Copy Charges Feb 22	417.18
Total 1014406 · Printing					417.18
1014412 · Travel Expenses					
Check	03/08/2022	145557	Imperato, Alexandra M	Mileage Reimbursement Feb 2022	10.30
Total 1014412 · Travel Expenses					10.30

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Type	Date	Num	Name	Memo	Amount
1014530 · Financial Administration					
Check	03/08/2022	145565	Governmental Accounting, Inc	Inv# 59139 Monthly Contract Billing March 2022	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014535 · Legal Notices					
Check	03/08/2022	145532	Paddock Publications, Inc	Inv# 208320 Notice of Public Hearing	48.60
Check	03/15/2022	145677	Paddock Publications, Inc	Inv# 208960 Resurfacing Bid Notice	136.35
Total 1014535 · Legal Notices					184.95
1014591 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	3,852.87
Total 1014591 · Health Insurance					3,852.87
1014592 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	375.12
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	41.51
Total 1014592 · Dental, Vision & Life Insurance					416.63
Total 101TOE · Town Office Expense					10,560.72
104ASR · Assessor's Division					
1044413 · Travel Expense					
Check	03/15/2022	145685	Glascott, Patricia A	Mileage Reimbursement 3/11	34.95
Total 1044413 · Travel Expense					34.95
1044491 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	2,869.64
Total 1044491 · Health Insurance					2,869.64
1044492 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	172.54
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	19.08
Total 1044492 · Dental, Vision & Life Insurance					191.62
Total 104ASR · Assessor's Division					3,096.21
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094614 · Printing					
Check	03/18/2022	145730	TTSG Leasing	Inv# 69816 Copy Charges 2/13-3/12	112.92
Total 1094614 · Printing					112.92
1094617 · Equipment Maintenance					

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Type	Date	Num	Name	Memo	Amount
Check	03/15/2022	145671	De Lage Landen Financial Services	Inv# 75614214 Copier Lease 3/15-4/14	179.06
			Total 1094617 · Equipment Maintenance		179.06
			1094618 · Psychiatric Backup		
Check	03/08/2022	145541	Alexian Bros (Psych Bkp) Behavior Health	Psychiatric Backup Jan 2022	875.00
Check	03/08/2022	145541	Alexian Bros (Psych Bkp) Behavior Health	Psychiatric Backup Feb 2022	785.00
			Total 1094618 · Psychiatric Backup		1,660.00
			1094620 · Community Affairs		
Check	03/18/2022	145740	Next Generation Screen Printing & Embroid	Inv# 18576c Basketball T-Shirts (24)	142.80
			Total 1094620 · Community Affairs		142.80
			1094623 · Travel		
Check	03/08/2022	145542	Garcia, Genesis	Mileage Reimbursement Feb 2022	32.76
Check	03/08/2022	145543	Gomez, Karla L	Mileage Reimbursement Feb 2022	25.74
Check	03/08/2022	145544	Herrera, Marina	Mileage Reimbursement Feb 2022	16.97
Check	03/08/2022	145547	Thomas Sedgwick	Mileage Reimbursement Feb 2022	24.57
Check	03/15/2022	145708	Houdek, Tina M	Mileage Reimbursement Jan 2022	11.70
Check	03/15/2022	145708	Houdek, Tina M	Mileage Reimbursement Feb 2022	17.55
Check	03/15/2022	145709	Martinez, Magdalena	Mileage Reimbursement Feb 2022	20.48
Check	03/18/2022	145714	Gomez, Patricia	Mileage Reimbursement Feb 2022	16.97
Check	03/18/2022	145715	Gonzalez, Nora C	Mileage Reimbursement Feb 2022	17.55
			Total 1094623 · Travel		184.29
			1094691 · Health Insurance		
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	3,246.91
			Total 1094691 · Health Insurance		3,246.91
			1094692 · Dental, Vision & Life Insurance		
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	438.25
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	48.76
			Total 1094692 · Dental, Vision & Life Insurance		487.01
			Total 109ADM · Administration & Clinical		6,012.99
			109OUT · Outreach & Prevention		
			1094644 · Travel		
Check	03/08/2022	145545	Litz, Danielle	Mileage Reimbursement Feb 2022	166.73
Check	03/08/2022	145546	McSheffrey, Ryan K	Mileage Reimbursement Jan 2022	32.76
Check	03/08/2022	145546	McSheffrey, Ryan K	Mileage Reimbursement Feb 2022	81.32
Check	03/08/2022	145548	Trujillo, Gisela	Mileage Reimbursement Feb 2022	140.99
Check	03/15/2022	145710	Miguel, Michael	Mileage Reimbursement Feb	133.39
			Total 1094644 · Travel		555.19

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Type	Date	Num	Name	Memo	Amount
1094651 · Cellphones					
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges 2/19-3/18	196.76
Total 1094651 · Cellphones					196.76
1094791 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	2,298.00
Total 1094791 · Health Insurance					2,298.00
1094792 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	270.44
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	29.85
Total 1094792 · Dental, Vision & Life Insurance					300.29
Total 109OUT · Outreach & Prevention					3,350.24
Total 109YFS · Youth & Family Services					9,363.23
Total 1014 · Town Fund - Expenditures					65,331.57
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	03/01/2022	145513	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 1/25-2/22	2,491.47
Check	03/15/2022	145666	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 2/3-3/4	2,798.03
Check	03/15/2022	145684	Village of Bartlett	Acct# 62447 Bill# 242934 Water/Sewer 2/14	297.43
Total 1104524 · Utilities					5,586.93
1104525 · Telephone & High Speed Internet					
Check	03/08/2022	145539	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges 2/19-3/18	60.89
Total 1104525 · Telephone & High Speed Internet					60.89
1104527 · Equipment					
Check	03/15/2022	145659	Accurate Office Supply Co	Inv# 564456 Office Chair	234.27
Check	03/15/2022	145675	Leaf (618-008)	Inv# 12949066 Copier Lease Lower Level 2/28	126.00
Check	03/15/2022	145679	Quench USA, Inc.	Inv# 38015477 Water Cooler Rental Feb-Apr	15.42
Check	03/18/2022	145736	Accurate Office Supply Co	Inv# 565089 Office Chair	234.27
Check	03/18/2022	145742	Wells Fargo Financial Leasing Inc	Inv# 5019282695 Main Copier Lease 3/1-4/1	289.85
Total 1104527 · Equipment					899.81
1104528 · Office Supplies					
Check	03/18/2022	145736	Accurate Office Supply Co	Inv# 564980 Copy Paper	129.17
Total 1104528 · Office Supplies					129.17
1104533 · Printing					
Check	03/01/2022	145507	COTG	Inv# 3367299 Copy Charges 1/25-2/24	166.22

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Type	Date	Num	Name	Memo	Amount
Check	03/08/2022	145524	COTG	Inv# 3377833 Overage Copy Charges 1/25-2/24	39.87
Check	03/15/2022	145661	Braden Interact Business (DD6308370301-1)	Inv# 766141 Copy Charges Feb	22.62
Check	03/18/2022	145737	Kwik Print	Inv# 70736 Business Cards	45.30
Check	03/18/2022	145737	Kwik Print	Inv# 70701 Business Cards - Watson/Wells	75.00
Total 1104533 · Printing					349.01
1104538 · Community Affairs					
Check	03/08/2022	145540	West Pier Laundry Streamwood	Inv# 3179 Board Meeting Tablecloths	34.85
Check	03/18/2022	145713	Conway, Megan A	International Womans Day Supplies	216.94
Total 1104538 · Community Affairs					251.79
1104591 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	2,183.67
Total 1104591 · Health Insurance					2,183.67
1104592 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	244.25
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	33.20
Total 1104592 · Dental, Vision & Life Insurance					277.45
Total 1104ADM · Administration					9,738.72
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	03/08/2022	145525	Get Fresh Produce, Inc	Congregate Food	394.63
Check	03/08/2022	145554	Perri {1}, Marilyn	Congregate Food	21.30
Check	03/08/2022	145554	Perri {1}, Marilyn	Congregate Food	20.30
Check	03/15/2022	145673	Get Fresh Produce, Inc	Congregate Food	696.49
Check	03/18/2022	145735	Get Fresh Produce, Inc	Congregate Food	797.54
Check	03/18/2022	145738	Gordon Food Service	Congregate Food	2,686.99
Total 1105551 · Congregate Food					4,617.25
1105553 · Congregate Supplies					
Check	03/08/2022	145525	Get Fresh Produce, Inc	Congregate Supplies	139.78
Check	03/08/2022	145540	West Pier Laundry Streamwood	Inv# 3178 Laundry Service Dish Towels/Tablecloths	5.25
Check	03/15/2022	145673	Get Fresh Produce, Inc	Congregate Supplies	90.40
Check	03/18/2022	145735	Get Fresh Produce, Inc	Congregate Supplies	109.70
Check	03/18/2022	145738	Gordon Food Service	Congregate Supplies	314.42
Total 1105553 · Congregate Supplies					659.55
1105558 · Home Delivered Meals Food					
Check	03/08/2022	145525	Get Fresh Produce, Inc	HDM Food	394.62
Check	03/08/2022	145554	Perri {1}, Marilyn	HDM Food	21.31
Check	03/08/2022	145554	Perri {1}, Marilyn	HDM Food	20.30
Check	03/15/2022	145673	Get Fresh Produce, Inc	HDM Food	696.47

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Type	Date	Num	Name	Memo	Amount
Check	03/15/2022	145678	Pur Foods LLC dba Mom's Meals	Inv# MM02282022-HT Special Dietary Meals (691) Feb	4,636.85
Check	03/18/2022	145735	Get Fresh Produce, Inc	HDM Food	778.21
Check	03/18/2022	145738	Gordon Food Service	HDM Food	2,738.95
Total 1105558 · Home Delivered Meals Food					9,286.71
1105560 · Home Delivered Meals Supplies					
Check	03/08/2022	145525	Get Fresh Produce, Inc	HDM Supplies	139.77
Check	03/08/2022	145540	West Pier Laundry Streamwood	Inv# 3178 Laundry Service Dish Towels/Tablecloths	5.25
Check	03/15/2022	145673	Get Fresh Produce, Inc	HDM Supplies	90.40
Check	03/18/2022	145735	Get Fresh Produce, Inc	HDM Supplies	129.00
Check	03/18/2022	145738	Gordon Food Service	HDM Supplies	314.40
Total 1105560 · Home Delivered Meals Supplies					678.82
1105792 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	44.52
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	5.30
Total 1105792 · Dental, Vision & Life Insurance					49.82
Total 1104NUT · Nutrition					15,292.15
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	03/08/2022	145550	Giuseppa Crisopulli	In the Kitchen Class Supplies	52.00
Check	03/15/2022	145689	Giuseppa Crisopulli	In the Kitchen Class Supplies	60.30
Check	03/15/2022	145691	Dance Alternatives, Inc.	Inv# HTQ12022 Line Dance Classes Jan, Feb, Mar	495.00
Check	03/15/2022	145692	Hedy Duggan	Senior Fitness Instructor - Ageless Grace Class March	350.00
Check	03/18/2022	145713	Conway, Megan A	Meet and Greet Supplies	73.00
Check	03/18/2022	145736	Accurate Office Supply Co	Inv# 564980 Coffee Supplies	97.91
Total 1104515 · Programming					1,128.21
1104520 · Volunteer Services					
Check	03/01/2022	145496	Lawrence Boquist	Home Delivered Meals Mileage Reimbursement 1/7-2/25	87.22
Check	03/01/2022	145499	Wayne Ruttenburg	Home Delivered Meals Mileage Reimbursement Feb 2022	117.00
Check	03/01/2022	145502	Charles Valerio	Home Delivered Meals Mileage Reimbursement Feb 2022	25.74
Check	03/08/2022	145549	Dorothy Archer	Home Delivered Meals Mileage Reimbursement Feb 2022	49.67
Check	03/08/2022	145551	Maureen Edelman	Home Delivered Meals Mileage Reimbursement 1/10-2/28	36.86
Check	03/08/2022	145552	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement Feb 2022	70.79
Check	03/08/2022	145553	James Mattson	Home Delivered Meals Mileage Reimbursement Feb 2022	66.69
Check	03/08/2022	145555	Larry Piemonte	Home Delivered Meals Mileage Reimbursement Feb 2022	33.40
Check	03/08/2022	145556	Janice Trinco	Home Delivered Meals Mileage Reimbursement Jan-Feb	64.35
Check	03/15/2022	145683	Verify (XHTSSE)	Inv# 1453482 Background Checks Feb	258.00
Check	03/15/2022	145687	Alan Lenoci	Home Delivered Meals Mileage Reimbursement Jan-Feb	79.79
Check	03/15/2022	145688	Pat Zickler	Home Delivered Meals Mileage Reimbursement Jan-Mar	127.53
Total 1104520 · Volunteer Services					1,017.04
1104891 · Health Insurance					

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Type	Date	Num	Name	Memo	Amount
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	4,903.65
Total 1104891 · Health Insurance					4,903.65
1104892 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	323.63
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1104892 · Dental, Vision & Life Insurance					339.53
Total 1104PRO · Enrichment Programs					7,388.43
1104SOC · Social Services					
1104991 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,245.15
Total 1104991 · Health Insurance					1,245.15
1104992 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	123.55
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1104992 · Dental, Vision & Life Insurance					134.15
Total 1104SOC · Social Services					1,379.30
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	03/01/2022	145509	Kammes Auto & Truck Repair, Inc.	Inv# 136819 State Inspection #147	40.00
Check	03/01/2022	145517	Valvoline	Inv# 40423 Headlight Replacement Bus# 141	29.74
Check	03/08/2022	145523	Complete Fleet Services Inc.	Inv# 35300 Truck# 139 Front Brakes	430.78
Check	03/08/2022	145537	Valvoline	Inv# 40834 Oil/Filter Change	110.47
Check	03/15/2022	145681	Ultimate Spray-N-Wash Inc	Inv# 37207 Vehicle Washes (8)	360.00
Check	03/18/2022	145726	Suburban Tire Auto Care Centers	Inv# 517202 Tire/labor	195.81
Check	03/18/2022	145726	Suburban Tire Auto Care Centers	Inv# 522959 Tire /labor (2)	422.42
Check	03/18/2022	145731	Valvoline	Inv# 41242 Oil Change	84.97
Check	03/18/2022	145741	Valvoline	Inv# 41280 Oil Change/Wiper blades	122.36
Total 1104518 · Vehicle Maintenance					1,796.55
1104549 · Employee Screenings					
Check	03/01/2022	145510	Midwest Truckers Association Inc	Inv #752795 Pre-Hire Query	10.00
Total 1104549 · Employee Screenings					10.00
1104550 · Telephone					
Check	03/08/2022	145538	Verizon Wireless	Inv# 99899853197 Monthly Charges 2/19-3/18	444.20
Total 1104550 · Telephone					444.20
1104552 · Fuel					

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Type	Date	Num	Name	Memo	Amount
Check	03/01/2022	145495	Village of Hanover Park (Fuel)	Inv# 2022-966 Jan 2022 Fuel	2,933.63
Total 1104552 · Fuel					2,933.63
1104691 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	3,487.00
Total 1104691 · Health Insurance					3,487.00
1104692 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	681.86
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	21.91
Total 1104692 · Dental, Vision & Life Insurance					703.77
Total 1104TRN · Transportation					9,375.15
Total 1104 · Aging Services - Expenditures					43,173.75
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	03/08/2022	145535	Staples	Inv# 3500031330 Toner	84.81
Check	03/08/2022	145535	Staples	Inv# 3500031332 Toner, Post-Its	108.10
Check	03/08/2022	145535	Staples	Inv #3500538246 Manila Folders	70.99
Check	03/15/2022	145680	Staples	Inv# 3501215914 Folders, Braided Foil Certificates	65.29
Total 2024202 · Office Supplies					329.19
2024204 · Equipment					
Check	03/08/2022	145528	Leaf (618-009)	Inv# 12902149 Kyocera Copier Lease - Astor	106.23
Check	03/08/2022	145568	Waterlogic	Inv# 1150533 Water Machine Rental 3/4-4/3	42.53
Check	03/08/2022	145568	Waterlogic	Tax Exempt# E99980738	-0.43
Total 2024204 · Equipment					148.33
2024205 · Travel & Training					
Check	03/18/2022	145733	General Assistance Training Institute	GATI Training (2)	200.00
Total 2024205 · Travel & Training					200.00
2024210 · Printing					
Check	03/08/2022	145521	Braden Interact Business (DDHanover-IBP)	Inv# 765838 Copy Charges Feb 22	48.12
Check	03/18/2022	145734	Braden Interact Business (DDHanover-IBP)	Inv# 759721 Copy Charges January 22	35.88
Total 2024210 · Printing					84.00
2024507 · Professional Services					
Check	03/15/2022	145682	Verify (XHANGA)	Inv# 1453470 Background Checks Feb	90.00
Total 2024507 · Professional Services					90.00

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Type	Date	Num	Name	Memo	Amount
2024511 · Phone and Internet					
Check	03/15/2022	145663	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 2/25-3/24	228.51
Total 2024511 · Phone and Internet					228.51
2024591 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,245.15
Total 2024591 · Health Insurance					1,245.15
2024592 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	130.04
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 2024592 · Dental, Vision & Life Insurance					140.64
Total 2024ADM · Administration					2,465.82
2024HOM · Home Relief					
2024102 · Rent					
Check	03/01/2022	6000	Larry Bennett	March 2022 Rent	500.00
Check	03/01/2022	6002	Michelle Breen	March 2022 Rent	500.00
Check	03/01/2022	6004	Foremost Insurance Company	Home Insurance Assistance March 2022	52.38
Check	03/01/2022	6005	Spring Lakes Estates	Shelter Assistance March 2022	645.00
Check	03/01/2022	6006	Spring Lakes Estates	Shelter Assistance March 2022	660.00
Check	03/01/2022	6009	Wintrust Mortgage	March 2022 Shelter Assistance	750.00
Check	03/02/2022	6012	Roumany Samhakson	March Rent 2022	1,680.00
Total 2024102 · Rent					4,787.38
2024103 · Utilities					
Check	03/01/2022	6003	Com Ed GA Home Relief	Utilities Assistance	100.00
Check	03/02/2022	6010	Village of Streamwood	Utilities Assistance	166.92
Check	03/02/2022	6011	NICOR GA Home Relief	Utilities Assistance	153.08
Total 2024103 · Utilities					420.00
2024105 · Personal Essentials					
Check	03/01/2022	6008	Walmart	Personal Essentials	742.62
Total 2024105 · Personal Essentials					742.62
2024106 · Travel Expenses					
Check	03/01/2022	6001	BP Gas Station	Fuel Assistance Card	50.00
Check	03/01/2022	6007	State Farm Salah, Neal	Auto Insurance	22.30
Total 2024106 · Travel Expenses					72.30
2024119 · Emergency Assistance					
Check	03/18/2022	6013	Invitation Homes	Emergency Assistance	1,942.06

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Total 2024119 · Emergency Assistance					1,942.06
Total 2024HOM · Home Relief					7,964.36
Total 2024 · Human Services - Expenditures					10,430.18
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					
Check	03/15/2022	145711	Airdo Werwas LLC	Inv# 190-001-35885 Legal Fees Feb 22	2,009.56
Total 3034701 · Legal					2,009.56
3034704 · Telephone					
Check	03/18/2022	145723	Motorola Solutions, Inc.	Inv 6365020220201 Monthly Radio Fee	44.00
Total 3034704 · Telephone					44.00
3034711 · Utilities					
Check	03/01/2022	145512	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 1/14-2/14	1,271.07
Check	03/15/2022	145664	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 2/9-3/10	19.44
Check	03/15/2022	145668	Com Ed 039	Acct# 7826007039 Monthly Charges 2/3-3/4	16.61
Check	03/15/2022	145670	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 2/3-3/4	140.25
Total 3034711 · Utilities					1,447.37
3034791 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,143.28
Total 3034791 · Health Insurance					1,143.28
3034792 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	94.82
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 3034792 · Dental, Vision & Life Insurance					105.42
Total 3034ADM · Administration					4,749.63
3034BLD · Buildings					
3034612 · Building & Perm Improvements					
Check	03/08/2022	145536	Uline	Inv# 145012849 Pallet Rack Decking & Cross Bar	220.50
Total 3034612 · Building & Perm Improvements					220.50
Total 3034BLD · Buildings					220.50
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	03/18/2022	145718	Continental Weather Svc	Inv# 194309 Monthly Weather Forecasting - March	150.00
Check	03/18/2022	145729	The Home Depot	Chipper Bracket	22.22
Check	03/18/2022	145729	The Home Depot	Wrenches	33.94

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Check	03/18/2022	145729	The Home Depot	Garage Renovation Epoxy/Lumber	203.76
Total 3034602 · Operating Supplies & Materials					409.92
3034603 · Fuel					
Check	03/01/2022	145495	Village of Hanover Park (Fuel)	Inv# 2022-966 Jan 2022 Fuel	1,564.58
Total 3034603 · Fuel					1,564.58
3034610 · Street Lighting					
Check	03/15/2022	145669	Com Ed 076	Acct# 7742763076 Monthly Charges 2/3-3/4	101.85
Check	03/18/2022	145717	Com Ed 051	Acct# 5619024051 Monthly Charges 1/31-3/1	41.23
Check	03/18/2022	145719	Com Ed 152	Acct# 0045120152 Monthly Charges 2/7-3/8	398.55
Total 3034610 · Street Lighting					541.63
3034614 · Signs, Stripping & Tree Removal					
Check	03/18/2022	145725	RoadSafe Traffic Systems	Inv# 147331 No Outlet Sign	59.75
Total 3034614 · Signs, Stripping & Tree Removal					59.75
3034616 · Salt					
Check	03/01/2022	145493	Compass Minerals America	Inv# 956692 Road Salt Order (288.5 Tons)	18,114.29
Check	03/08/2022	145564	Compass Minerals America	Inv# 959521 Road Salt Order (288.5 Tons)	20,053.24
Total 3034616 · Salt					38,167.53
Total 3034ROD · Road Maintenance					40,743.41
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	03/08/2022	145533	Preventative Maintenance Systems, Inc	Inv# 15562 Hydraulic Hose Repair Truck# 505	963.52
Check	03/18/2022	145724	O'Reilly Auto Parts	Inv# 3421-319671 Headlight	12.86
Check	03/18/2022	145724	O'Reilly Auto Parts	Inv# 3421-318495 Tail Light	40.36
Check	03/18/2022	145729	The Home Depot	Beet Juice Sprayer Repair	22.57
Total 3034609 · Maintenance Vehicles & Equip					1,039.31
Total 303EQM · Equipment					1,039.31
Total 3034 · Road Maintenance - Expenditures					46,752.85
4045 · Comm/SR Citizens Svcs - Expense					
4045105 · Soda/Snack Vending					
Check	03/15/2022	145686	Conway, Megan A	Vending Machine Supplies	158.32
Check	03/18/2022	145713	Conway, Megan A	Vending Supplies	75.98
Total 4045105 · Soda/Snack Vending					234.30
4045145 · Special Events					
Check	03/18/2022	145713	Conway, Megan A	Paczki Day Fundraiser	600.99

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Total 4045145 · Special Events					600.99
4045170 · Miscellaneous					
Check	03/18/2022	145713	Conway, Megan A	Budget Workshop Lunch	49.05
Total 4045170 · Miscellaneous					49.05
Total 4045 · Comm/SR Citizens Svcs - Expense					884.34
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054014 · Equip / Database					
Check	03/15/2022	145705	Launch Digital Marketing	Inv# L56239 Website Hosting Dec	50.00
Check	03/15/2022	145705	Launch Digital Marketing	Inv# L56769 Website Hosting Jan	50.00
Total 5054014 · Equip / Database					100.00
5054591 · Health Insurance					
Check	03/18/2022	145743	United Healthcare	Monthly Medical Premiums	1,726.36
Total 5054591 · Health Insurance					1,726.36
5054592 · Dental, Vision & Life Insurance					
Check	03/18/2022	145720	Euclid Managers	Acct 5641581 Monthly Premium	175.62
Check	03/18/2022	145732	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Total 5054592 · Dental, Vision & Life Insurance					189.57
Total 5054ADM · Administration					2,015.93
5054COM · HT Community Resource Center					
5054210 · Utilities					
Check	03/08/2022	145526	Groot, Inc (114943)	Acct# 3107-114943 Monthly Charges March 22	151.28
Check	03/15/2022	145706	Nicor 84 (MHB)	Acct# 84-67-77-1000 0 Monthly Charges 1/12-2/10	1,402.82
Check	03/15/2022	145707	Village of Streamwood Water Billing Dept.	Acct# 105006200-1000053 Monthly Water/Sewer 2/10	52.52
Total 5054210 · Utilities					1,606.62
5054213 · Janitorial					
Check	03/15/2022	145702	JaniKing	Inv# CHC03220206 Monthly Billing March 2022	414.00
Total 5054213 · Janitorial					414.00
Total 5054COM · HT Community Resource Center					2,020.62
5054SVC · Service Contracts					
5054162 · Tide Transportation					
Check	03/15/2022	145699	A#1 Cab Dispatch Inc	Tide Transportation Services Feb 2022	856.00
Total 5054162 · Tide Transportation					856.00
5054177 · Staff Development Grant Fund					

Hanover Township Board Audit Report

March 1 - 21, 2022

Type	Date	Num	Name	Memo	Amount
Check	03/15/2022	145701	Ecker Center for Behavioral Health	Staff Development Funding	3,000.00
Total 5054177 · Staff Development Grant Fund					3,000.00
5054180 · Capital Grant Fund					
Check	03/18/2022	145744	Community Alternatives Unlimited	Capital Funding - Tablets	15,000.00
Total 5054180 · Capital Grant Fund					15,000.00
5054201 · Journeys Hope Center					
Check	03/15/2022	145704	Journey the Road Home	Hope Center Counseling Feb 2022	66.00
Total 5054201 · Journeys Hope Center					66.00
Total 5054SVC · Service Contracts					18,922.00
Total 5054 · Mental Health - Expenditures					22,958.55
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	03/08/2022	145531	Pace	Inv# 602408 Bus Lease	100.00
Check	03/08/2022	145531	Pace	Inv# 602417 Bus Lease	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	03/01/2022	145494	Krueger International Inc	Inv# 14362313 Training Room Chairs w/Retractable Desk (20)	7,651.30
Total 8084414 · Emergency Services Station					7,651.30
8084420 · Izaak Walton Ctr Improvements					
Check	03/18/2022	145745	E.P. Doyle & Son, LLC	Izaak Walton Reserve Project - Payment 4	45,700.60
Total 8084420 · Izaak Walton Ctr Improvements					45,700.60
8084425 · Building & Perm Improvements					
Check	03/18/2022	145721	Goldseal Cabinets & Countertops Inc	Inv# 350195 Astor Bathroom Vanity/Cabinet/Countertop	1,836.00
Total 8084425 · Building & Perm Improvements					1,836.00
Total 8084 · Capital Projects - Expenditures					55,187.90
TOTAL					264,737.21

- I. Call to Order/Roll Call: Clerk Dolan Baumer called the Board meeting to order at 7:00 p.m.

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

Others present were Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Human Services Director Mary Jo Imperato, Community and Government Relations Director Tom Kутtenberg, Emergency Services Director Mike Crews, Youth and Family Services Director Tina Houdek, Mental Health Board Manager Amanda Teachout, Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Matich, and Attorney Mike Airdo. Also present were Mr. and Mrs. Pilip.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- 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. There were no responses. Mr. McGuire closed the Town Hall.
- IV. Presentations:
 - A. The Board recognized Richard Pilip of Streamwood for his service from 1966 to 1969 in the U.S. Navy. He was discharged at rank C531 and received the National Defense Service – Vietnam Campaign Medal and the Vietnam Service Medal with Fleet Marine Force Combat Operations Insignia. His name will be posted on the Veterans Honor Roll plaque, recorded in the Clerk's office, and he would be invited to the Veterans Dinners.
- IV. Reports:
 - A. Supervisor's Report: Supervisor McGuire reported that he attended the Arnold-Heath Memorial VFW Post 5151 grand opening in Hanover Park. He and Administrator Barr hosted Elgin and Lisle township representatives as they toured our facilities.
 - B. Clerk's Report: Clerk Dolan Baumer reported that the notice of public hearing for the Budget & Appropriation was published on February 18. The Bid Notice for the spring road project has also been published, and the CDBG Public Hearing Notice would be published in the Daily Herald on Thursday, March 3.
 - C. Assessor's Report: Assessor Moinuddin reported taxes are due on March 1. He also reported that he appointed Administrator Barr to handle the administrative functions of his office.
 - D. Trustee Committee Liaison Reports: None presented.
 - E. Department Reports: Reports were submitted for review by the Board; included in the highlights were from Director Houdek who reported that she and Manager Dickinson continue to meet with the Streamwood Park District and Streamwood High School to develop programming. The COY Celebration of Leadership is confirmed for May 17. Director Conway reported that the Café opened for full service today. The 59 publication is out for print. The Senior Citizens Services Committee fundraiser raised over \$300; the next fundraiser would be at Briana's in Hanover Park. Two Home Care positions have been filled. On behalf of the Township, she attended the Advocacy Task Force last month. Director Kутtenburg reported that the Kane County Home Consortium is providing funds for the Hanover Landing project. A June groundbreaking is projected. He further reported that Senator Tom Cullerton has resigned. Assistant Administrator Vana reported that FEMA has approved Covid-19 reimbursement of \$41,376 to Hanover Township. The part-time receptionist position has been filled. Manager Teachout reported that a strategic plan has been developed for 2023-25 for the Mental Health Board. Director Hanson reported that we are in receipt of our full purchase of salt 1,495 tons. The new custodial associate has been trained and is in place, welcome Francisca Velasquez. Manager Rick Nelson's father has passed away. The department is set to hire six seasonal

employees. Director Smith reported that the mask mandate has been lifted in Illinois. A part-time receptionist has been hired. Director Imperato reported that the Freedom Cruise car show would be held on May 10. Senator Castro has rescheduled the Heart Health date to April 23. The job fair is scheduled for March 30. She would be presenting a Lunch & Learn Webinar with T.O.I. on February 16. She is building the Illinois Township Association of General Assistance Caseworkers group and the Supervisor offered her congratulations on a great job of bringing it from basically a tiny group to one that is rapidly growing. Director Crews reported that command systems incident management training would occur next week. CPR classes are ongoing. He is working on an agreement with DuPage to utilize our team when possible. Administrator Barr reported that the reason for the emergency lights and activity around the Township is due to a car having been driven in the pond; no one is injured; emergency crews are working on extraction now. He reminded the Board of the Friday, March 11 5:00 PM CDBG hearing and 5:30 PM Special Board Meeting. He would be again presenting to the Bartlett Village Board on March 10 regarding our expansion to the south.

- VI. Bill Paying: Mr. Barr presented the bills for payment from February 15, 2022 through February 28, 2022 as follows:

a.	Town	\$39,817.25
b.	Senior Services	25,808.94
c.	General Assistance	1,878.96
d.	Road Maintenance	35,697.89
e.	Committee for Senior Citizens Svcs	43.95
f.	Mental Health Board	33,170.21
g.	Vehicle	<u>28,619.29</u>
	Total	<u>\$165,036.49</u>

A motion was made by Trustee Beattie and seconded by Trustee Camacho to approve payment of the bills as presented from February 1, 2022 through February 14, 2022. Roll call: Ayes: Trustees Beattie, Essick, Camacho, and Martinez, 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 February 15, 2022: Clerk Dolan Baumer presented the Board meeting minutes of February 15, 2022 for review and approval. Trustee Martinez moved to approve the Board meeting minutes of February 15, 2022 as presented; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Martinez, Camacho, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- B. Resolution Declaring March Senior Nutrition Month, Resolution Celebrating the Grand Opening of the Arnold-Heath Memorial VFW Post 5151, and a Resolution Declaring March as Problem Gambling Awareness Month: Trustee Camacho moved to approve the resolution declaring March Senior Nutrition month, a resolution celebrating the grand opening of the Arnold-Heath Memorial VFW Post 5151, and a resolution declaring March as problem gambling awareness month in Hanover Township; Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, Camacho, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- E. Presentation on Youth and Family Services Programming was led by Director Houdek.
- F. Presentation on Aging Services In-Home Care Programming was led by Director Conway.
- G. Consideration of Illinois Professional Emergency Management Association Fiducial Role: The role of the fiduciary would be to administer grants; the position covers ancillary expenses and

Minutes of a Meeting of the Hanover Township Board

Tuesday, March 1, 2022

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legal expenses related to the function. The Township would receive a cut of the grant receipts for administering the grants. Consensus was reached by the Board members to direct staff to move forward with this opportunity on behalf of the Illinois Professional Emergency Management Association.

- X. Executive Session: No motion go move into Executive Session was made.
- XI. Other Business: Thank you all for being available on March 11 for the CDBG hearing.
- IX. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:10 p.m. was made by Trustee Beattie and seconded by Trustee Camacho, followed by a roll call vote. Ayes: Trustees Beattie, Essick, Martinez, Camacho, 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



- I. Call to Order/Roll Call: Supervisor McGuire called the Special Meeting of the Hanover Township Board to order at 5:30 p.m.

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

Others present were Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Matich, Community Affairs Director Thomas Kuttentberg, Facilities and Road Maintenance Director Caleb Hanson.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- 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. There were no responses. Mr. McGuire closed the public comment section of the meeting.
- IV. Unfinished Business: Administrator Barr updated the Board regarding the annexation proceedings with the Village of Bartlett. He met with the Village Planning Commission on March 10 to review the annexation plans. There were four public comments, regarding road connections issues, noise/light pollution potential, and cemetery plans noting that the residents are on well water and fear contamination of the water table. These issues were addressed by Hanover Township to the satisfaction of those present. The Plan Commission will recommend approval of the annexation as presented to the Village Board. The first hearing at the Village Board is scheduled for April 19.
- IV. New Business: Resolution Authorizing a Community Development Block Grant (CDBG) submission to Cook County for Senior Center HVAC Improvements: Trustee Martinez moved that the Board approve resolution #031122, a resolution authorizing a Community Development Block Grant (CDBG) submission to Cook County for Senior Center HVAC Improvements in the amount of \$400,000; Trustee Beattie seconded the motion. A public hearing notice was published in the Paddock Publications, Inc. Daily Herald on March 3, 2022, control number 4578793 regarding this grant. A hearing was called for March 11, 2022 at 5:00 p.m. This hearing was called to provide interested parties an opportunity to express views on the proposed federal funded Community Development Block Grant (CDBG). The funds are to be used for a community development project that will include improvements to the Hanover Township Senior Center HVAC system. The amount of requested funds is \$400,000 benefitting low to moderate income persons; Hanover Township proposes to expend \$82,500 in non-CDBG funds on the project derived from the Township capital fund. Roll call: Ayes: Trustees Beattie, Martinez, Camacho, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- V. Executive Session: No motion to move into Executive Session was made.
- VI. Other Business: No other business was discussed.
- VII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 5:35 p.m. was made by Trustee Essick and seconded by Trustee Camacho, followed by a roll call vote. Ayes: Trustees Beattie, Essick, Camacho, Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,

Katy Dolan Baumer
Clerk

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO
THE C-HOPE PROGRAM**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the “Agreement”) for the provision of Senior Mental Health Services (the “C-Hope Program”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Contract for Services

Fiscal Year – April 1, 2022 through March 31, 2023

This Contract made this 1st day of April, 2022 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board is a non-home rule entity governed by the provisions of the Community Mental Health Act (405 ILCS 20/0.1 *et seq.*) and other applicable statutes and laws.
- B. The Mental Health is authorized to provide funding to Hanover Township, and the Parties are authorized to enter this Agreement pursuant to Section 3e of the Community Mental Health Act (405 ILCS 20/3e).
- C. The Hanover Township Board of Trustees (the “Township Board”) levies, budgets and appropriates funds on behalf of the Mental Health Board in such amounts as deemed necessary by the Township Board and subject to the applicable provisions of the Township Code (60 ILCS 1/1-1, *et seq.*) (the “Township Code”), the Illinois Municipal Budget Law (50 ILCS 330/1 *et seq.*) (“Municipal Budget Law”), PTEL, and other applicable statutes, regulations and laws.
- D. The Mental Health Board has approved the award of funds to Hanover Township based upon the representations and warranties made by Hanover Township herein and in its Proposal for Services set forth in Exhibit A, attached hereto and incorporated herein (the “Required Services”) and subject to the terms, conditions, and contingencies set forth herein, including but not limited to the budget and appropriation requirements set forth herein.

NOW THEREFORE, in consideration of the terms and conditions herein and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby agree as follows:

- 1. The Recitals and Exhibit thereto are hereby incorporated by reference into the body of this Agreement and made a part hereof as though fully set forth herein.
- 2. The Mental Health Board has approved of the allocation of funds to Hanover Township in an amount not to exceed \$52,000 for the Required Services to be allocated

as set forth on Exhibit B, attached hereto and incorporated herein, subject to the terms, conditions, limitations and contingencies set forth herein.

3. Hanover Township in consideration thereof covenants and agrees to provide the Required Services to Hanover Township residents as provided herein.

4. Disbursements by the Mental Health Board to Hanover Township shall be expressly contingent upon the following:

- (i) The Mental Health Board's electronic receipt of the monthly service reports from Hanover Township. The reimbursement rates shall be as set forth in Exhibit C, attached hereto and incorporated herein.
- (ii) Strict compliance with the terms and conditions herein by Hanover Township.
- (iii) The Township Board levying and appropriating sufficient funds on behalf of the Mental Health Board to provide the funds provided for herein and the Township Board's approval of any and all payments to Hanover Township.

5. Hanover Township represents and warrants to the Mental Health Board and Hanover Township the following:

- A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any of Hanover Township's program, or activity, whether or not funded in whole or in part by funding through the Mental Health Board, on the ground of race, color, national origin, age, sex, sexual orientation, religion, disability, unfavorable discharge from the military and/or any other unlawful basis.
- B. Hanover Township is and shall remain in strict compliance with the federal, state, and local requirements for physical facilities and services for the disabled, including but not limited to the Americans with Disabilities Act, as amended, and the Rehabilitation Act.
- C. Hanover Township currently has and shall maintain exempt status under Section 501 (a) of the Internal Revenue Code as an organization described in Section 501(c)(3) of the Internal Revenue Code; and Hanover Township shall within 10 days report to the Mental Health Board its loss or receipt of notice of loss of said exempt status.

6. Hanover Township shall provide at its own expense any audits or other accounting reports or information required by any statute, rule or regulation applicable to (1) the Mental Health Board's agreement to provide Hanover Township with funding hereunder, (2) Hanover Township's operations, (3) the Required Services, and/or (4) if required by the Mental Health Board or Hanover Township.

7. Hanover Township shall also agree to a random audit of Hanover Township's services, operations and programs by personnel from the Mental Health Board and/or Hanover Township to verify residency of clients served with funds provided by the Mental Health Board and to verify that the Required Services have been provided by Hanover Township and Hanover Township's compliance with the terms and conditions of this Contract.

- A. Hanover Township shall obtain written consents to disclosure of records and communications from recipients of the Required Services (or the recipient's parent or guardian as the case may be) in accordance with Section 5 of the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/5) (the "Confidentiality Act") authorizing the disclosure of such communications and records to the Mental Health Board and Hanover Township in order for the Mental Health Board and Hanover Township to verify that the Required Services have been provided and as necessary to perform any auditing provided for hereunder. Notwithstanding the forgoing, in no event shall Hanover Township deny Required Services to any person as a result of said person declining to provide said consent, nor shall Hanover Township make any services contingent upon any person consenting to such disclosure.

8. Hanover Township shall issue publications of the financial support from the Mental Health Board in all appropriate communication, literature and media of Hanover Township to the extent such communications, literature and/or media pertain to the Required Services and/or services otherwise funded by the Mental Health Board hereunder.

9. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of any federal, state and/or local statute, ordinance, rule, regulation or law, then Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township;
- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, officers, directors, employees, volunteers or subcontractors to the Mental Health Board; and/or
- C. Failure to provide the Required Services hereunder.

10. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

If to the Mental Health Board:
Hanover Township Mental Health Board
250 South Route 59
Bartlett, Illinois, 60103
Attention: James Barr,
Administrative Officer
Amanda Teachout,
Mental Health Board Manager

If to Hanover Township:
Hanover Township
240 South IL Route 59
Bartlett, IL 60103
Attention: Megan Conway
Director

11. Hanover Township shall not assign or transfer any interest or rights under this Contract or sub-contract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board. Any such assignments or transfers shall be null and void.

12. Compliance with Laws, Rules and Regulations.

- A. Hanover Township shall at all times observe and comply with all laws, ordinances, rules or regulations of the Federal, State, and local governments, as amended from time to time, which may in any matter affect the performance of this Agreement, the Required Services and/or any other services, activities and/or operations of Hanover Township. Provided, however, that the Mental Health Board may, from time to time, impose stricter regulations or requirements than required by Federal, State, and/or local laws, rules and regulations, and that Hanover Township hereby agrees to comply with said Mental Health Board regulations or requirements.
- B. Hanover Township understands and agrees that the Required Services are designed to address the needs of residents of Hanover Township suffering from mental illness and/or substance use disorders (as those terms are defined in the Community Mental Health Act) and Hanover Township's performance and progress will be measured to that end.

13. Conflict of Interest.

- A. Hanover Township understands and agrees that no director, officer, agent, volunteer, employee of Hanover Township may:
 - 1. Have any interest, whether directly or indirectly, in any contract (including those for the procurement of supplies, equipment, construction or services), the performance of any work pertaining to this Agreement, the transfer of any interest in any property and/or other assets.

2. Represent, either as agent or otherwise, any person, association, trust or corporation, with respect to any application or for any contract or work pertaining to the Agreement and/or Required Services.
 3. Take, accept or solicit, either directly or indirectly, any money or other thing of value as a gift or bribe or means of influencing his or her vote or actions.
- B. Any contract made and procured in violation of this Section is void and no funds under this Agreement may be used to pay any cost under such a contract. The purpose of this Section is to avoid even the appearance of a conflict of interest.
- C. Hanover Township agrees and understands that it shall incorporate, or cause to be incorporated, the provisions contained in this Section in all contracts or subcontracts entered into pursuant to this Agreement.
- D. In the event of failure or refusal of Hanover Township to comply, the Mental Health Board may terminate or suspend in whole or in part any contractual agreements with Hanover Township and may take any of the actions set forth herein.
- E. For the purpose of this Section these conflicts of interest provisions apply to those persons who:
1. Exercise or have exercised any functions or responsibilities with respect to activities, services and/or programs funded hereunder.
 2. Are in a position to participate in a decision making process or gain inside information with regard to such activities, services and/or programs.
 3. May obtain personal or financial interest or benefit from any such activity, service and/or program;
 4. Have any interest in any contract or agreement with respect thereto or the proceeds thereunder.
- F. For the purpose of this Agreement, a person will be deemed to include the individual, members of his or her immediate family, his or her partners and any organization which employs or is about to employ any one of these, and shall mean those persons set out in 24 CFR Section 570 611 (c).
14. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the Parties. Hanover Township shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Mental

Health Board shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers Compensation Insurance, as Hanover Township is an independent contractor.

15. Records Maintenance

Hanover Township shall maintain during the term of this Contract and for a period of five (5) years thereafter complete and adequate financial records, accounts and other records to support all program expenditures. These records and accounts shall include, but are not limited to, the following: a general ledger that supports the costs charged to the Required Services and receipt of funds hereunder; records documenting procurement of goods and services; contracts for goods and services, lease and rental agreements; invoices; billing statements; cancelled checks; timecards signed by employees and supervisors; personnel authorization of records; payroll registers; payroll tax records; bank statements; bank reconciliation reports; subcontractor agreements; schedules containing comparisons of budgeted amounts and actual expenditures.

16. Return of Funds.

Hanover Township agrees that, upon the expiration of this Agreement, it shall transfer to the Mental Health Board any and all funds received thereunder that have not been expended to provide the Required Services, if any.

17. Hanover Township agrees that all cost overruns to provide the Required Services are the responsibility of Hanover Township. Hanover Township further agrees that it shall be solely liable for the repayment of unused funds, program income funds, or disallowed, unauthorized or ineligible expenses.

18. Indemnification.

A. Hanover Township shall indemnify the Mental Health Board, Hanover Township, and their respective officials, officers, agents, employees, volunteers and servants (collectively, the "Indemnified Parties") against and hold them harmless from all liabilities, claims, damages, losses, and expenses, including but not limited to legal defense costs, attorney's fees, settlements, judgments, prejudgments interest, or post judgment interest whether by direct suit or from third parties arising out of any acts, commissions, or omissions of Hanover Township, its officers, directors, agents, employees, volunteers, and/or servants, any recipient or potential recipient of any moneys or benefits from Hanover Township, any participant in a program, activity and/or service operated pursuant to this Agreement, any contractor hired pursuant to a program operated under this Agreement, or any officers, agents, directors, employees, or servants of any of them, in a claim or suit brought by any person or third party in connection with this Agreement or from any claim or suit by any person or third party against the Indemnified Parties, or any of them.

- B. In the event a claim or suit is brought against the Indemnified Parties, or any of them, for which Hanover Township is responsible pursuant to subparagraph A of this Section, Hanover Township will defend, at its own cost and expense, any suit or claim and will pay any resulting claims, judgments, damages, losses, expenses, prejudgment interest, post judgment interest, or settlements against the Indemnified Parties.
- C. The indemnification obligation under this Section shall not be limited in any way to the limitations on the amount or type of damages, compensation or benefits payable by or for Hanover Township under any law or by the amount of or limitations on insurance coverage, if any, held by Hanover Township.

19. Hanover Township's General Covenants.

- A. In connection with the execution of delivery of this Agreement, Hanover Township covenants, represents and warrants to the Mental Health Board and to Hanover Township:
 - (1) That it has all requisite authority to carry on its business and to execute, deliver and consummate the services, operations and programs contemplated by this Agreement; including but not limited to the Required Services.
 - (2) That its employees, agents, volunteers, officers and directors are competent to perform as required under this Agreement;
 - (3) That it is the real party in interest to this Agreement and is not acting for or on behalf of an undisclosed party;
 - (4) That it has taken all necessary action under its governing documents to authorize the execution and performance of this Agreement under the terms and conditions stated herein;
 - (5) That it has no public or private interest, direct or indirect, and shall not acquire, directly or indirectly any such interest which does or may conflict in any manner with the performance of Hanover Township's services and obligations under this Agreement;
 - (6) That no member of any governing body or any official, officer, agent or employee of the Mental Health Board, is employed either part time or full time by Hanover Township or has a financial or economic interest in this Agreement, or is an individual receiving any compensation from Hanover Township;
 - (7) That there is no action, suit or proceeding at law or in equity pending, nor to the best of Hanover Township's knowledge, threatened, against or affecting Hanover Township, before any court or before any governmental or

administrative agency, which will have a material adverse effect on the performance required by this Agreement;

- (8) That to the best of Hanover Township's knowledge and belief, Hanover Township, its principals, directors, officers, key project personnel, and/or individuals who may have access to any funds provided hereunder:
- (a) Are not presently declared ineligible or voluntarily excluded from contracting with any Federal or State department or agency and/or with Mental Health Board;
 - (b) Have not been convicted of any felony; been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; had a civil judgment rendered against them for commission of fraud; been found in violation of Federal or State antitrust statutes; or been convicted of embezzlement, theft, larceny, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property and/or any other crime involving moral turpitude.
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in subparagraph (b) of this certification.

Any request for an exception to the provisions of this Section must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction or status of proceedings. In the absence of a conviction, the Mental Health Board may perform its own independent investigation relative to said indictment or charges.

- (9) That this Agreement has been duly executed and delivered on behalf of Hanover Township and constitutes a legal, valid and binding obligation of Hanover Township, enforceable in accordance with its terms.
- (10) Hanover Township certifies that it is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of Hanover Township's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority. Should it become the subject of an investigation by any state or federal regulatory, law enforcement or legal authority, Hanover Township shall promptly notify the Mental Health Board of any such investigation. Hanover Township acknowledges that should it later be subject to a cease and desist order, Memorandum of Understanding, or found in violation pursuant to any regulatory action or any court action or proceeding before any administrative agency, that the Mental Health Board is authorized to declare Hanover Township in default of this Agreement and suspend or terminate the Agreement pursuant to Section 22 below.

B. General Covenants. In connection with the execution and delivery of this Agreement, Hanover Township makes the following covenants to the Mental Health Board and to Hanover Township which are in addition to any specific covenants contained in this Agreement:

- (1) That it will use funds only for the purposes set forth on Exhibit A (i.e., the Required Services);
- (2) That all warranties and representations made by Hanover Township in this Agreement shall be true, accurate and complete for the term of the Agreement;
- (3) That it shall be subject to, obey, and adhere to any and all federal, state and local laws, statutes, ordinances, rules, regulations and executive orders as are now or may be in effect during the term of this Agreement which may be applicable to Hanover Township, the Required Services and/or the operations, activities, programs and/or services of Hanover Township;
- (4) That it shall remain solvent and able to pay its debts as they mature. In the event of bankruptcy filing by Hanover Township, voluntary or involuntary, the Mental Health Board may decline to make any further payment, which may otherwise be required under this Agreement;
- (5) That it shall immediately notify the Mental Health Board of any and all events or actions that may materially adversely affect its ability to carry on its operations or perform and or all of its obligations under this Agreement; and
- (6) That it shall not enter into any other agreement or transaction that would conflict with the performance of its duties hereunder.

20. Appropriation; Non-Appropriation/Insufficient Appropriation; Reduced Funding Sources/Revenues

- A. Appropriation. As set forth above, payments under this Agreement are expressly contingent upon the existence of a valid appropriation therefore and that no officer shall contract for any indebtedness on behalf of the Mental Health Board or assume to bind the Mental Health Board in an amount in excess of the money appropriated.
- B. Non-appropriation/Insufficient Appropriation. Notwithstanding any provision herein to the contrary, payments by the Mental Health Board pursuant to this Agreement are subject to the availability of sufficient funds levied, budgeted and appropriated by the Township Board and authorized expenditures under Federal, State and Local law. The Mental Health Board's obligations hereunder shall cease immediately, without penalty or further payment being required, if the Township Board fails to make an appropriation sufficient to pay such obligation.

The Mental Health Board, in its sole discretion, shall determine whether amounts appropriated are sufficient to continue its obligations under this Agreement. Termination resulting from non-appropriation or insufficient appropriation shall be in accordance with Section 22 below. Any funding is void by operation of law if the Mental Health Board fails to obtain the requisite appropriation to pay any funding provided for herein.

- C. Reduce Funding Sources/Revenues. The Mental Health Board reserves the right to reduce the amount to be paid to Hanover Township under this Agreement if the Mental Health Board determines that it is in the best interest of the Mental Health Board to reduce its obligations under this Agreement as a result of the occurrence of any of the following events during the term of the Agreement:

- (1) Receipts from revenues which provide the funding for this Agreement either fall significantly short of anticipated levels, or significantly decrease, or
- (2) Other sources (external grants, contracts, awards, etc.) providing funds for this Agreement are decreased or withdrawn. If such an event occurs, the Mental Health Board will notify Hanover Township as soon as possible. If the Mental Health Board and Hanover Township are able to agree on a reduced compensation amount and a corresponding reduced scope of services, the parties shall execute a funding modification so stating. If the parties are unable to agree to such reduced funding and revised scope of services, then the Mental Health Board shall terminate the funding in accordance with the provisions of Section 22 below.

21. Default and Remedies.

The occurrence of any of the following events, during the term of this Contract, shall constitute a default:

- A. Hanover Township shall fail to observe or perform any covenant or agreement contained in this Agreement, including the Exhibits hereto;
- B. Any representation, warranty, certificate or statement made by Hanover Township in this Agreement, including the Exhibits hereto, or in any certificate, report, financial statement or other document delivered pursuant to this Agreement shall prove to have been incorrect when made in any material respect;
- C. Hanover Township shall commence a voluntary case or other proceeding seeking liquidation, reorganization or other relief with respect to itself or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, or shall consent to any such relief or to the appointment of or taking possession by any such official in an involuntary case or other proceeding commenced

against it, or shall make a general assignment for the benefit of creditors, or shall fail generally to pay its debts as they become due, or shall take any corporate action to authorize any of the foregoing;

- D. An involuntary case or other proceeding shall be commenced against Hanover Township seeking liquidation, reorganization or other relief with respect to it or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, and such involuntary case or other proceedings shall remain undismissed and unstayed for a period of 60 days; or an order for relief shall be entered against Hanover Township under the federal bankruptcy laws as now or hereby after in effect;
- E. Hanover Township permanently ceases the conduct of services and/or operations at the location specified in its application to the Mental Health Board for any reason, including, but not limited to, fire or other casualty;
- F. Hanover Township fails to provide the Required Services hereunder;
- G. Hanover Township defaults on a loan from a third party. Hanover Township shall provide the Mental Health Board with immediate notice upon making a determination that it will default on a loan.

Hanover Township shall have ten (10) days from the date the Mental Health Board notifies it of the occurrence of a default to cure the default to Mental Health Board's satisfaction (the "Cure Period"). Hanover Township's failure to cure, or to initiate a cure which is satisfactory to the Mental Health Board, shall be a sufficient basis for the Mental Health Board to terminate this Agreement and to direct Hanover Township to refund all funds disbursed to it by the Mental Health Board within ten (10) days of receipt of the notice of termination. In the event of repeated defaults and/or breach by Hanover Township hereunder, Hanover Township shall not be permitted to cure said default, and the Mental Health Board may immediately terminate this Contract, cease making any further or additional distributions hereunder and direct Hanover Township to refund all disbursements received by Hanover Township from the Mental Health Board.

At the Mental Health Board's discretion Hanover Township shall be responsible for the payment of interest at a rate equal to twelve percent (12%) per annum (not to exceed the maximum rate permitted by law) for any amount of the funds which it has not refunded to the Mental Health Board beginning ten (10) days from the date the termination notice is sent by the Mental Health Board and continuing to the date that all funds are refunded by Hanover Township or recovered through other legal processes available to the Mental Health Board.

22. Termination; Suspension

- A. This Agreement may be terminated as follows:

- (1) Non-appropriation, Insufficient Appropriation. In the event of insufficient appropriation as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditures incurred in the performance of Required Services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination notice after it becomes aware of such insufficient appropriation in an amount not to exceed said appropriation. Any refunds due the Mental Health Board shall be submitted as provided herein. In the event of any non-appropriation of funds by the Township Board, Hanover Township shall not be entitled to any funds hereunder, and shall refund to the Mental Health Board any funds received hereunder by Hanover Township from the Mental Health Board.
- (2) Reduce Funding Sources/Revenues. In the event that parties are unable to agree on a reduced amount of compensation and scope of services necessitated do to reduction in revenues or other funding sources for this Agreement as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditure incurred in the performance of authorized services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination notice provided to Hanover Township. Any refunds due the Mental Health Board shall be as provided herein.
- (3) For Cause. If the Mental Health Board determines that Hanover Township has failed to comply with any of the covenants, terms, conditions or provisions of this Agreement, or any other application, proposal or funding award executed by the Mental Health Board and Hanover Township, including any applicable rules or regulations, or has made a false representation or warranty in connection with the receipt of the funds, the Mental Health Board may terminate this Agreement in whole or in part at any time before the expiration date of this Agreement. The Mental Health Board shall notify Hanover Township in writing of the reasons for the termination and the effective date of the termination. Payments made to Hanover Township or recovery by the Mental Health Board shall be with Section 21 above.

In the event of termination for cause, Hanover Township shall also be subject to any other applicable provisions specified elsewhere in this Agreement.

Termination for cause may render Hanover Township ineligible for consideration for future funds from the Mental Health Board for a period not to exceed two (2) years.

- (4) For Convenience. Hanover Township acknowledges that this funding was made by the Mental Health Board based on its determination that the Required Services to be funded under this Agreement are in furtherance of the Mental Health Board's statutory requirements and its program objectives. Hanover Township further acknowledges that the Mental Health Board may

unilaterally terminate this Agreement based on its good faith determination that the continued expenditure of funds under this Agreement is no longer in furtherance of said statutory requirements or program objectives. Termination for convenience shall be effective upon delivery of notice to Hanover Township as provided herein. Hanover Township shall not incur new obligations after the effective date of the termination, and shall cancel as many outstanding obligations as possible. The Mental Health Board shall allow full credit to Hanover Township for properly incurred expenditures made in connection with the Required Services prior to Hanover Township's receipt of said notice of termination for convenience. Refunds shall be submitted as provided herein.

- B. Suspension. If Hanover Township fails to comply with the specific conditions and/or general terms and conditions of this Agreement the Mental Health Board may, upon written notice to Hanover Township, suspend this Agreement, withhold further payments and prohibit Hanover Township from incurring additional obligations of funds, pending corrective action by Hanover Township or a decision to terminate this Agreement. The Mental Health Board may determine to allow such necessary and proper costs, which Hanover Township could not reasonably avoid during the period of suspension provided that the Mental Health Board agrees that such costs were necessary and reasonable and incurred in accordance with the provisions of this Agreement.

23. Hanover Township shall at all times have sole control over the manner, means and methods of performing the Required Services according to its own independent judgment, and is solely responsible for the direction of its employees, volunteers, and agents. Hanover Township acknowledges and agrees that it will devote such times as is necessary to perform the Required Services. Hanover Township represents and warrants that it has the skills and knowledge necessary to perform the Required Services in a safe, proper, efficient, thorough and satisfactory manner and understanding that the Mental Health Board is relying on such representation in providing funding to Hanover Township hereunder.

24. Insurance.

- A. Hanover Township agrees to provide and keep force at all times during this Agreement and while performing Required Services and/or any other services for which Hanover Township has received funding from the Mental Health Board, at Hanover Township's sole cost, the following types and minimum amounts of coverage's: comprehensive general liability insurance contractual liability coverage, with minimum limits of not less than one million dollars (\$1,000,000) per occurrence, and two million (\$2,000,000) annual aggregate; property damage insurance; full Worker's Compensation Insurance equal to the statutory amounts required by law; employers liability insurance with limits of not less than five hundred thousand dollars (\$500,000), and professional liability coverage with a limit of not less than \$1,000,000 each wrongful act arising out of performance or failure to perform professional services. All insurance carriers providing the

coverage set forth herein shall have a rating of A:VII as assigned by A.M. Best & Co. and satisfactory to the Mental Health Board in its sole discretion.

- B. All insurance coverage provided by Hanover Township shall be primary coverage as to the Mental Health Board and Hanover Township. Any insurance of self-insurance maintained by the Mental Health Board and/or Hanover Township shall be excess of Hanover Township's insurance and shall not contribute with it.
- C. The Mental Health Board, Hanover Township, and their respective officers, officials, agents, employees, and volunteers are to be covered and named as additional insureds under Hanover Township's General Liability coverage and said coverage shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause.
- D. Said insurance policies shall not be canceled or amended without 30 days prior written notice having been given to the Mental Health Board. Such cancellation shall be grounds for the Mental Health Board to immediately cancel this Agreement.

25. Miscellaneous.

- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.
- B. This Agreement may be executed in any number of counterparts, and by the Mental Health Board and Hanover Township on different counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.
- F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

J. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

Hanover Township Mental Health Board:

Hanover Township: Hanover Township

By: _____
Chairman

By: _____
Director

Attest:

Attest:

By: _____
Secretary

Its: _____

SCHEDULE A

Reimbursement Rates

**Hanover Township Aging Services
Program: Senior Mental Health Services (C-Hope Program)
FY 22 Funding Total: \$52,000**

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$13,000
07/01/2022 – 09/30/2022	\$13,000
10/01/2022 – 12/31/2022	\$13,000
01/01/2023– 03/31/2023	\$13,000

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO THE
HOME DELIVERED MEALS PROGRAM**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the "Agreement") for the provision of Senior Mental Health Services (Home Delivered Meals Program), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: **EFFECTIVE DATE.** This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Contract for Services

Fiscal Year – April 1, 2022 through March 31, 2023

This Contract made this 1st day of April, 2022 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board is a non-home rule entity governed by the provisions of the Community Mental Health Act (405 ILCS 20/0.1 *et seq.*) and other applicable statutes and laws.
- B. The Mental Health is authorized to provide funding to Hanover Township, and the Parties are authorized to enter this Agreement pursuant to Section 3e of the Community Mental Health Act (405 ILCS 20/3e).
- C. The Hanover Township Board of Trustees (the “Township Board”) levies, budgets and appropriates funds on behalf of the Mental Health Board in such amounts as deemed necessary by the Township Board and subject to the applicable provisions of the Township Code (60 ILCS 1/1-1, *et seq.*) (the “Township Code”), the Illinois Municipal Budget Law (50 ILCS 330/1 *et seq.*) (“Municipal Budget Law”), PTEL, and other applicable statutes, regulations and laws.
- D. The Mental Health Board has approved the award of funds to Hanover Township based upon the representations and warranties made by Hanover Township herein and in its Proposal for Services set forth in Exhibit A, attached hereto and incorporated herein (the “Required Services”) and subject to the terms, conditions, and contingencies set forth herein, including but not limited to the budget and appropriation requirements set forth herein.

NOW THEREFORE, in consideration of the terms and conditions herein and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby agree as follows:

- 1. The Recitals and Exhibit thereto are hereby incorporated by reference into the body of this Agreement and made a part hereof as though fully set forth herein.
- 2. The Mental Health Board has approved of the allocation of funds to Hanover Township in an amount not to exceed \$20,000 for the Required Services to be allocated

as set forth on Exhibit B, attached hereto and incorporated herein, subject to the terms, conditions, limitations and contingencies set forth herein.

3. Hanover Township in consideration thereof covenants and agrees to provide the Required Services to Hanover Township residents as provided herein.

4. Disbursements by the Mental Health Board to Hanover Township shall be expressly contingent upon the following:

- (i) The Mental Health Board's electronic receipt of the monthly service reports from Hanover Township. The reimbursement rates shall be as set forth in Exhibit C, attached hereto and incorporated herein.
- (ii) Strict compliance with the terms and conditions herein by Hanover Township.
- (iii) The Township Board levying and appropriating sufficient funds on behalf of the Mental Health Board to provide the funds provided for herein and the Township Board's approval of any and all payments to Hanover Township.

5. Hanover Township represents and warrants to the Mental Health Board and Hanover Township the following:

- A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any of Hanover Township's program, or activity, whether or not funded in whole or in part by funding through the Mental Health Board, on the ground of race, color, national origin, age, sex, sexual orientation, religion, disability, unfavorable discharge from the military and/or any other unlawful basis.
- B. Hanover Township is and shall remain in strict compliance with the federal, state, and local requirements for physical facilities and services for the disabled, including but not limited to the Americans with Disabilities Act, as amended, and the Rehabilitation Act.
- C. Hanover Township currently has and shall maintain exempt status under Section 501 (a) of the Internal Revenue Code as an organization described in Section 501(c)(3) of the Internal Revenue Code; and Hanover Township shall within 10 days report to the Mental Health Board its loss or receipt of notice of loss of said exempt status.

6. Hanover Township shall provide at its own expense any audits or other accounting reports or information required by any statute, rule or regulation applicable to (1) the Mental Health Board's agreement to provide Hanover Township with funding hereunder, (2) Hanover Township's operations, (3) the Required Services, and/or (4) if required by the Mental Health Board or Hanover Township.

7. Hanover Township shall also agree to a random audit of Hanover Township's services, operations and programs by personnel from the Mental Health Board and/or Hanover Township to verify residency of clients served with funds provided by the Mental Health Board and to verify that the Required Services have been provided by Hanover Township and Hanover Township's compliance with the terms and conditions of this Contract.

- A. Hanover Township shall obtain written consents to disclosure of records and communications from recipients of the Required Services (or the recipient's parent or guardian as the case may be) in accordance with Section 5 of the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/5) (the "Confidentiality Act") authorizing the disclosure of such communications and records to the Mental Health Board and Hanover Township in order for the Mental Health Board and Hanover Township to verify that the Required Services have been provided and as necessary to perform any auditing provided for hereunder. Notwithstanding the forgoing, in no event shall Hanover Township deny Required Services to any person as a result of said person declining to provide said consent, nor shall Hanover Township make any services contingent upon any person consenting to such disclosure.

8. Hanover Township shall issue publications of the financial support from the Mental Health Board in all appropriate communication, literature and media of Hanover Township to the extent such communications, literature and/or media pertain to the Required Services and/or services otherwise funded by the Mental Health Board hereunder.

9. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of any federal, state and/or local statute, ordinance, rule, regulation or law, then Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township;
- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, officers, directors, employees, volunteers or subcontractors to the Mental Health Board; and/or
- C. Failure to provide the Required Services hereunder.

10. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

If to the Mental Health Board:
Hanover Township Mental Health Board
250 South Route 59
Bartlett, Illinois, 60103
Attention: James Barr,
Administrative Officer
Amanda Teachout,
Mental Health Board Manager

If to Hanover Township:
Hanover Township
240 South IL Route 59
Bartlett, IL 60103
Attention: Megan Conway
Director

11. Hanover Township shall not assign or transfer any interest or rights under this Contract or sub-contract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board. Any such assignments or transfers shall be null and void.

12. Compliance with Laws, Rules and Regulations.

- A. Hanover Township shall at all times observe and comply with all laws, ordinances, rules or regulations of the Federal, State, and local governments, as amended from time to time, which may in any matter affect the performance of this Agreement, the Required Services and/or any other services, activities and/or operations of Hanover Township. Provided, however, that the Mental Health Board may, from time to time, impose stricter regulations or requirements than required by Federal, State, and/or local laws, rules and regulations, and that Hanover Township hereby agrees to comply with said Mental Health Board regulations or requirements.
- B. Hanover Township understands and agrees that the Required Services are designed to address the needs of residents of Hanover Township suffering from mental illness and/or substance use disorders (as those terms are defined in the Community Mental Health Act) and Hanover Township's performance and progress will be measured to that end.

13. Conflict of Interest.

- A. Hanover Township understands and agrees that no director, officer, agent, volunteer, employee of Hanover Township may:
 - 1. Have any interest, whether directly or indirectly, in any contract (including those for the procurement of supplies, equipment, construction or services), the performance of any work pertaining to this Agreement, the transfer of any interest in any property and/or other assets.

2. Represent, either as agent or otherwise, any person, association, trust or corporation, with respect to any application or for any contract or work pertaining to the Agreement and/or Required Services.
 3. Take, accept or solicit, either directly or indirectly, any money or other thing of value as a gift or bribe or means of influencing his or her vote or actions.
- B. Any contract made and procured in violation of this Section is void and no funds under this Agreement may be used to pay any cost under such a contract. The purpose of this Section is to avoid even the appearance of a conflict of interest.
- C. Hanover Township agrees and understands that it shall incorporate, or cause to be incorporated, the provisions contained in this Section in all contracts or subcontracts entered into pursuant to this Agreement.
- D. In the event of failure or refusal of Hanover Township to comply, the Mental Health Board may terminate or suspend in whole or in part any contractual agreements with Hanover Township and may take any of the actions set forth herein.
- E. For the purpose of this Section these conflicts of interest provisions apply to those persons who:
1. Exercise or have exercised any functions or responsibilities with respect to activities, services and/or programs funded hereunder.
 2. Are in a position to participate in a decision making process or gain inside information with regard to such activities, services and/or programs.
 3. May obtain personal or financial interest or benefit from any such activity, service and/or program;
 4. Have any interest in any contract or agreement with respect thereto or the proceeds thereunder.
- F. For the purpose of this Agreement, a person will be deemed to include the individual, members of his or her immediate family, his or her partners and any organization which employs or is about to employ any one of these, and shall mean those persons set out in 24 CFR Section 570 611 (c).
14. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the Parties. Hanover Township shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Mental

Health Board shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers Compensation Insurance, as Hanover Township is an independent contractor.

15. Records Maintenance

Hanover Township shall maintain during the term of this Contract and for a period of five (5) years thereafter complete and adequate financial records, accounts and other records to support all program expenditures. These records and accounts shall include, but are not limited to, the following: a general ledger that supports the costs charged to the Required Services and receipt of funds hereunder; records documenting procurement of goods and services; contracts for goods and services, lease and rental agreements; invoices; billing statements; cancelled checks; timecards signed by employees and supervisors; personnel authorization of records; payroll registers; payroll tax records; bank statements; bank reconciliation reports; subcontractor agreements; schedules containing comparisons of budgeted amounts and actual expenditures.

16. Return of Funds.

Hanover Township agrees that, upon the expiration of this Agreement, it shall transfer to the Mental Health Board any and all funds received thereunder that have not been expended to provide the Required Services, if any.

17. Hanover Township agrees that all cost overruns to provide the Required Services are the responsibility of Hanover Township. Hanover Township further agrees that it shall be solely liable for the repayment of unused funds, program income funds, or disallowed, unauthorized or ineligible expenses.

18. Indemnification.

A. Hanover Township shall indemnify the Mental Health Board, Hanover Township, and their respective officials, officers, agents, employees, volunteers and servants (collectively, the "Indemnified Parties") against and hold them harmless from all liabilities, claims, damages, losses, and expenses, including but not limited to legal defense costs, attorney's fees, settlements, judgments, prejudgments interest, or post judgment interest whether by direct suit or from third parties arising out of any acts, commissions, or omissions of Hanover Township, its officers, directors, agents, employees, volunteers, and/or servants, any recipient or potential recipient of any moneys or benefits from Hanover Township, any participant in a program, activity and/or service operated pursuant to this Agreement, any contractor hired pursuant to a program operated under this Agreement, or any officers, agents, directors, employees, or servants of any of them, in a claim or suit brought by any person or third party in connection with this Agreement or from any claim or suit by any person or third party against the Indemnified Parties, or any of them.

- B. In the event a claim or suit is brought against the Indemnified Parties, or any of them, for which Hanover Township is responsible pursuant to subparagraph A of this Section, Hanover Township will defend, at its own cost and expense, any suit or claim and will pay any resulting claims, judgments, damages, losses, expenses, prejudgment interest, post judgment interest, or settlements against the Indemnified Parties.
- C. The indemnification obligation under this Section shall not be limited in any way to the limitations on the amount or type of damages, compensation or benefits payable by or for Hanover Township under any law or by the amount of or limitations on insurance coverage, if any, held by Hanover Township.

19. Hanover Township's General Covenants.

- A. In connection with the execution of delivery of this Agreement, Hanover Township covenants, represents and warrants to the Mental Health Board and to Hanover Township:
 - (1) That it has all requisite authority to carry on its business and to execute, deliver and consummate the services, operations and programs contemplated by this Agreement; including but not limited to the Required Services.
 - (2) That its employees, agents, volunteers, officers and directors are competent to perform as required under this Agreement;
 - (3) That it is the real party in interest to this Agreement and is not acting for or on behalf of an undisclosed party;
 - (4) That it has taken all necessary action under its governing documents to authorize the execution and performance of this Agreement under the terms and conditions stated herein;
 - (5) That it has no public or private interest, direct or indirect, and shall not acquire, directly or indirectly any such interest which does or may conflict in any manner with the performance of Hanover Township's services and obligations under this Agreement;
 - (6) That no member of any governing body or any official, officer, agent or employee of the Mental Health Board, is employed either part time or full time by Hanover Township or has a financial or economic interest in this Agreement, or is an individual receiving any compensation from Hanover Township;
 - (7) That there is no action, suit or proceeding at law or in equity pending, nor to the best of Hanover Township's knowledge, threatened, against or affecting Hanover Township, before any court or before any governmental or

administrative agency, which will have a material adverse effect on the performance required by this Agreement;

- (8) That to the best of Hanover Township's knowledge and belief, Hanover Township, its principals, directors, officers, key project personnel, and/or individuals who may have access to any funds provided hereunder:
- (a) Are not presently declared ineligible or voluntarily excluded from contracting with any Federal or State department or agency and/or with Mental Health Board;
 - (b) Have not been convicted of any felony; been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; had a civil judgment rendered against them for commission of fraud; been found in violation of Federal or State antitrust statutes; or been convicted of embezzlement, theft, larceny, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property and/or any other crime involving moral turpitude.
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in subparagraph (b) of this certification.

Any request for an exception to the provisions of this Section must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction or status of proceedings. In the absence of a conviction, the Mental Health Board may perform its own independent investigation relative to said indictment or charges.

- (9) That this Agreement has been duly executed and delivered on behalf of Hanover Township and constitutes a legal, valid and binding obligation of Hanover Township, enforceable in accordance with its terms.
- (10) Hanover Township certifies that it is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of Hanover Township's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority. Should it become the subject of an investigation by any state or federal regulatory, law enforcement or legal authority, Hanover Township shall promptly notify the Mental Health Board of any such investigation. Hanover Township acknowledges that should it later be subject to a cease and desist order, Memorandum of Understanding, or found in violation pursuant to any regulatory action or any court action or proceeding before any administrative agency, that the Mental Health Board is authorized to declare Hanover Township in default of this Agreement and suspend or terminate the Agreement pursuant to Section 22 below.

B. General Covenants. In connection with the execution and delivery of this Agreement, Hanover Township makes the following covenants to the Mental Health Board and to Hanover Township which are in addition to any specific covenants contained in this Agreement:

- (1) That it will use funds only for the purposes set forth on Exhibit A (i.e., the Required Services);
- (2) That all warranties and representations made by Hanover Township in this Agreement shall be true, accurate and complete for the term of the Agreement;
- (3) That it shall be subject to, obey, and adhere to any and all federal, state and local laws, statutes, ordinances, rules, regulations and executive orders as are now or may be in effect during the term of this Agreement which may be applicable to Hanover Township, the Required Services and/or the operations, activities, programs and/or services of Hanover Township;
- (4) That it shall remain solvent and able to pay its debts as they mature. In the event of bankruptcy filing by Hanover Township, voluntary or involuntary, the Mental Health Board may decline to make any further payment, which may otherwise be required under this Agreement;
- (5) That it shall immediately notify the Mental Health Board of any and all events or actions that may materially adversely affect its ability to carry on its operations or perform and or all of its obligations under this Agreement; and
- (6) That it shall not enter into any other agreement or transaction that would conflict with the performance of its duties hereunder.

20. Appropriation; Non-Appropriation/Insufficient Appropriation; Reduced Funding Sources/Revenues

- A. Appropriation. As set forth above, payments under this Agreement are expressly contingent upon the existence of a valid appropriation therefore and that no officer shall contract for any indebtedness on behalf of the Mental Health Board or assume to bind the Mental Health Board in an amount in excess of the money appropriated.
- B. Non-appropriation/Insufficient Appropriation. Notwithstanding any provision herein to the contrary, payments by the Mental Health Board pursuant to this Agreement are subject to the availability of sufficient funds levied, budgeted and appropriated by the Township Board and authorized expenditures under Federal, State and Local law. The Mental Health Board's obligations hereunder shall cease immediately, without penalty or further payment being required, if the Township Board fails to make an appropriation sufficient to pay such obligation.

The Mental Health Board, in its sole discretion, shall determine whether amounts appropriated are sufficient to continue its obligations under this Agreement. Termination resulting from non-appropriation or insufficient appropriation shall be in accordance with Section 22 below. Any funding is void by operation of law if the Mental Health Board fails to obtain the requisite appropriation to pay any funding provided for herein.

- C. Reduce Funding Sources/Revenues. The Mental Health Board reserves the right to reduce the amount to be paid to Hanover Township under this Agreement if the Mental Health Board determines that it is in the best interest of the Mental Health Board to reduce its obligations under this Agreement as a result of the occurrence of any of the following events during the term of the Agreement:

- (1) Receipts from revenues which provide the funding for this Agreement either fall significantly short of anticipated levels, or significantly decrease, or
- (2) Other sources (external grants, contracts, awards, etc.) providing funds for this Agreement are decreased or withdrawn. If such an event occurs, the Mental Health Board will notify Hanover Township as soon as possible. If the Mental Health Board and Hanover Township are able to agree on a reduced compensation amount and a corresponding reduced scope of services, the parties shall execute a funding modification so stating. If the parties are unable to agree to such reduced funding and revised scope of services, then the Mental Health Board shall terminate the funding in accordance with the provisions of Section 22 below.

21. Default and Remedies.

The occurrence of any of the following events, during the term of this Contract, shall constitute a default:

- A. Hanover Township shall fail to observe or perform any covenant or agreement contained in this Agreement, including the Exhibits hereto;
- B. Any representation, warranty, certificate or statement made by Hanover Township in this Agreement, including the Exhibits hereto, or in any certificate, report, financial statement or other document delivered pursuant to this Agreement shall prove to have been incorrect when made in any material respect;
- C. Hanover Township shall commence a voluntary case or other proceeding seeking liquidation, reorganization or other relief with respect to itself or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, or shall consent to any such relief or to the appointment of or taking possession by any such official in an involuntary case or other proceeding commenced

against it, or shall make a general assignment for the benefit of creditors, or shall fail generally to pay its debts as they become due, or shall take any corporate action to authorize any of the foregoing;

- D. An involuntary case or other proceeding shall be commenced against Hanover Township seeking liquidation, reorganization or other relief with respect to it or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, and such involuntary case or other proceedings shall remain undismissed and unstayed for a period of 60 days; or an order for relief shall be entered against Hanover Township under the federal bankruptcy laws as now or hereby after in effect;
- E. Hanover Township permanently ceases the conduct of services and/or operations at the location specified in its application to the Mental Health Board for any reason, including, but not limited to, fire or other casualty;
- F. Hanover Township fails to provide the Required Services hereunder;
- G. Hanover Township defaults on a loan from a third party. Hanover Township shall provide the Mental Health Board with immediate notice upon making a determination that it will default on a loan.

Hanover Township shall have ten (10) days from the date the Mental Health Board notifies it of the occurrence of a default to cure the default to Mental Health Board's satisfaction (the "Cure Period"). Hanover Township's failure to cure, or to initiate a cure which is satisfactory to the Mental Health Board, shall be a sufficient basis for the Mental Health Board to terminate this Agreement and to direct Hanover Township to refund all funds disbursed to it by the Mental Health Board within ten (10) days of receipt of the notice of termination. In the event of repeated defaults and/or breach by Hanover Township hereunder, Hanover Township shall not be permitted to cure said default, and the Mental Health Board may immediately terminate this Contract, cease making any further or additional distributions hereunder and direct Hanover Township to refund all disbursements received by Hanover Township from the Mental Health Board.

At the Mental Health Board's discretion Hanover Township shall be responsible for the payment of interest at a rate equal to twelve percent (12%) per annum (not to exceed the maximum rate permitted by law) for any amount of the funds which it has not refunded to the Mental Health Board beginning ten (10) days from the date the termination notice is sent by the Mental Health Board and continuing to the date that all funds are refunded by Hanover Township or recovered through other legal processes available to the Mental Health Board.

22. Termination; Suspension

- A. This Agreement may be terminated as follows:

- (1) Non-appropriation, Insufficient Appropriation. In the event of insufficient appropriation as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditures incurred in the performance of Required Services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination possible after it becomes aware of such insufficient appropriation in an amount not to exceed said appropriation. Any refunds due the Mental Health Board shall be submitted as provided herein. In the event of any non-appropriation of funds by the Township Board, Hanover Township shall not be entitled to any funds hereunder, and shall refund to the Mental Health Board any funds received hereunder by Hanover Township from the Mental Health Board.
- (2) Reduce Funding Sources/Revenues. In the event that parties are unable to agree on a reduced amount of compensation and scope of services necessitated do to reduction in revenues or other funding sources for this Agreement as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditure incurred in the performance of authorized services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination notice provided to Hanover Township. Any refunds due the Mental Health Board shall be as provided herein.
- (3) For Cause. If the Mental Health Board determines that Hanover Township has failed to comply with any of the covenants, terms, conditions or provisions of this Agreement, or any other application, proposal or funding award executed by the Mental Health Board and Hanover Township, including any applicable rules or regulations, or has made a false representation or warranty in connection with the receipt of the funds, the Mental Health Board may terminate this Agreement in whole or in part at any time before the expiration date of this Agreement. The Mental Health Board shall notify Hanover Township in writing of the reasons for the termination and the effective date of the termination. Payments made to Hanover Township or recovery by the Mental Health Board shall be with Section 21 above.

In the event of termination for cause, Hanover Township shall also be subject to any other applicable provisions specified elsewhere in this Agreement.

Termination for cause may render Hanover Township ineligible for consideration for future funds from the Mental Health Board for a period not to exceed two (2) years.

- (4) For Convenience. Hanover Township acknowledges that this funding was made by the Mental Health Board based on its determination that the Required Services to be funded under this Agreement are in furtherance of the Mental Health Board's statutory requirements and its program objectives. Hanover Township further acknowledges that the Mental Health Board may

unilaterally terminate this Agreement based on its good faith determination that the continued expenditure of funds under this Agreement is no longer in furtherance of said statutory requirements or program objectives. Termination for convenience shall be effective upon delivery of notice to Hanover Township as provided herein. Hanover Township shall not incur new obligations after the effective date of the termination, and shall cancel as many outstanding obligations as possible. The Mental Health Board shall allow full credit to Hanover Township for properly incurred expenditures made in connection with the Required Services prior to Hanover Township's receipt of said notice of termination for convenience. Refunds shall be submitted as provided herein.

- B. Suspension. If Hanover Township fails to comply with the specific conditions and/or general terms and conditions of this Agreement the Mental Health Board may, upon written notice to Hanover Township, suspend this Agreement, withhold further payments and prohibit Hanover Township from incurring additional obligations of funds, pending corrective action by Hanover Township or a decision to terminate this Agreement. The Mental Health Board may determine to allow such necessary and proper costs, which Hanover Township could not reasonably avoid during the period of suspension provided that the Mental Health Board agrees that such costs were necessary and reasonable and incurred in accordance with the provisions of this Agreement.

23. Hanover Township shall at all times have sole control over the manner, means and methods of performing the Required Services according to its own independent judgment, and is solely responsible for the direction of its employees, volunteers, and agents. Hanover Township acknowledges and agrees that it will devote such times as is necessary to perform the Required Services. Hanover Township represents and warrants that it has the skills and knowledge necessary to perform the Required Services in a safe, proper, efficient, thorough and satisfactory manner and understanding that the Mental Health Board is relying on such representation in providing funding to Hanover Township hereunder.

24. Insurance.

- A. Hanover Township agrees to provide and keep force at all times during this Agreement and while performing Required Services and/or any other services for which Hanover Township has received funding from the Mental Health Board, at Hanover Township's sole cost, the following types and minimum amounts of coverage's: comprehensive general liability insurance contractual liability coverage, with minimum limits of not less than one million dollars (\$1,000,000) per occurrence, and two million (\$2,000,000) annual aggregate; property damage insurance; full Worker's Compensation Insurance equal to the statutory amounts required by law; employers liability insurance with limits of not less than five hundred thousand dollars (\$500,000), and professional liability coverage with a limit of not less than \$1,000,000 each wrongful act arising out of performance or failure to perform professional services. All insurance carriers providing the

coverage set forth herein shall have a rating of A:VII as assigned by A.M. Best & Co. and satisfactory to the Mental Health Board in its sole discretion.

- B. All insurance coverage provided by Hanover Township shall be primary coverage as to the Mental Health Board and Hanover Township. Any insurance of self-insurance maintained by the Mental Health Board and/or Hanover Township shall be excess of Hanover Township's insurance and shall not contribute with it.
- C. The Mental Health Board, Hanover Township, and their respective officers, officials, agents, employees, and volunteers are to be covered and named as additional insureds under Hanover Township's General Liability coverage and said coverage shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause.
- D. Said insurance policies shall not be canceled or amended without 30 days prior written notice having been given to the Mental Health Board. Such cancellation shall be grounds for the Mental Health Board to immediately cancel this Agreement.

25. Miscellaneous.

- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.
- B. This Agreement may be executed in any number of counterparts, and by the Mental Health Board and Hanover Township on different counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.
- F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

J. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

Hanover Township Mental Health Board:

Hanover Township: Hanover Township

By: _____
Chairman

By: _____
Director

Attest:

Attest:

By: _____
Secretary

Its: _____

SCHEDULE A

Reimbursement Rates

**Hanover Township Aging Services
Program: Home Delivered Meals
FY 23 Funding Total: \$20,000**

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$5,000
07/01/2022 – 09/30/2022	\$5,000
10/01/2022 – 12/31/2022	\$5,000
01/01/2023– 03/31/2023	\$5,000

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO
THE SENIOR IN-HOME CARE PROGRAM**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the “Agreement”) for the provision of non-medical home services (the “Senior In-Home Care Program”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: **EFFECTIVE DATE.** This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Contract for Services

Fiscal Year – April 1, 2022 through March 31, 2023

This Contract made this 1st day of April, 2022 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board is a non-home rule entity governed by the provisions of the Community Mental Health Act (405 ILCS 20/0.1 *et seq.*) and other applicable statutes and laws.
- B. The Mental Health is authorized to provide funding to Hanover Township, and the Parties are authorized to enter this Agreement pursuant to Section 3e of the Community Mental Health Act (405 ILCS 20/3e).
- C. The Hanover Township Board of Trustees (the “Township Board”) levies, budgets and appropriates funds on behalf of the Mental Health Board in such amounts as deemed necessary by the Township Board and subject to the applicable provisions of the Township Code (60 ILCS 1/1-1, *et seq.*) (the “Township Code”), the Illinois Municipal Budget Law (50 ILCS 330/1 *et seq.*) (“Municipal Budget Law”), PTEL, and other applicable statutes, regulations and laws.
- D. The Mental Health Board has approved the award of funds to Hanover Township based upon the representations and warranties made by Hanover Township herein and in its Proposal for Services set forth in Exhibit A, attached hereto and incorporated herein (the “Required Services”) and subject to the terms, conditions, and contingencies set forth herein, including but not limited to the budget and appropriation requirements set forth herein.

NOW THEREFORE, in consideration of the terms and conditions herein and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby agree as follows:

- 1. The Recitals and Exhibit thereto are hereby incorporated by reference into the body of this Agreement and made a part hereof as though fully set forth herein.
- 2. The Mental Health Board has approved of the allocation of funds to Hanover Township in an amount not to exceed \$40,000 for the Required Services to be allocated

as set forth on Exhibit B, attached hereto and incorporated herein, subject to the terms, conditions, limitations and contingencies set forth herein.

3. Hanover Township in consideration thereof covenants and agrees to provide the Required Services to Hanover Township residents as provided herein.

4. Disbursements by the Mental Health Board to Hanover Township shall be expressly contingent upon the following:

- (i) The Mental Health Board's electronic receipt of the monthly service reports from Hanover Township. The reimbursement rates shall be as set forth in Exhibit C, attached hereto and incorporated herein.
- (ii) Strict compliance with the terms and conditions herein by Hanover Township.
- (iii) The Township Board levying and appropriating sufficient funds on behalf of the Mental Health Board to provide the funds provided for herein and the Township Board's approval of any and all payments to Hanover Township.

5. Hanover Township represents and warrants to the Mental Health Board and Hanover Township the following:

- A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any of Hanover Township's program, or activity, whether or not funded in whole or in part by funding through the Mental Health Board, on the ground of race, color, national origin, age, sex, sexual orientation, religion, disability, unfavorable discharge from the military and/or any other unlawful basis.
- B. Hanover Township is and shall remain in strict compliance with the federal, state, and local requirements for physical facilities and services for the disabled, including but not limited to the Americans with Disabilities Act, as amended, and the Rehabilitation Act.
- C. Hanover Township currently has and shall maintain exempt status under Section 501 (a) of the Internal Revenue Code as an organization described in Section 501(c)(3) of the Internal Revenue Code; and Hanover Township shall within 10 days report to the Mental Health Board its loss or receipt of notice of loss of said exempt status.

6. Hanover Township shall provide at its own expense any audits or other accounting reports or information required by any statute, rule or regulation applicable to (1) the Mental Health Board's agreement to provide Hanover Township with funding hereunder, (2) Hanover Township's operations, (3) the Required Services, and/or (4) if required by the Mental Health Board or Hanover Township.

7. Hanover Township shall also agree to a random audit of Hanover Township's services, operations and programs by personnel from the Mental Health Board and/or Hanover Township to verify residency of clients served with funds provided by the Mental Health Board and to verify that the Required Services have been provided by Hanover Township and Hanover Township's compliance with the terms and conditions of this Contract.

- A. Hanover Township shall obtain written consents to disclosure of records and communications from recipients of the Required Services (or the recipient's parent or guardian as the case may be) in accordance with Section 5 of the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/5) (the "Confidentiality Act") authorizing the disclosure of such communications and records to the Mental Health Board and Hanover Township in order for the Mental Health Board and Hanover Township to verify that the Required Services have been provided and as necessary to perform any auditing provided for hereunder. Notwithstanding the forgoing, in no event shall Hanover Township deny Required Services to any person as a result of said person declining to provide said consent, nor shall Hanover Township make any services contingent upon any person consenting to such disclosure.

8. Hanover Township shall issue publications of the financial support from the Mental Health Board in all appropriate communication, literature and media of Hanover Township to the extent such communications, literature and/or media pertain to the Required Services and/or services otherwise funded by the Mental Health Board hereunder.

9. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of any federal, state and/or local statute, ordinance, rule, regulation or law, then Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township;
- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, officers, directors, employees, volunteers or subcontractors to the Mental Health Board; and/or
- C. Failure to provide the Required Services hereunder.

10. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

If to the Mental Health Board:
Hanover Township Mental Health Board
250 South Route 59
Bartlett, Illinois, 60103
Attention: James Barr,
Administrative Officer
Amanda Teachout,
Mental Health Board Manager

If to Hanover Township:
Hanover Township
240 South IL Route 59
Bartlett, IL 60103
Attention: Megan Conway
Director

11. Hanover Township shall not assign or transfer any interest or rights under this Contract or sub-contract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board. Any such assignments or transfers shall be null and void.

12. Compliance with Laws, Rules and Regulations.

- A. Hanover Township shall at all times observe and comply with all laws, ordinances, rules or regulations of the Federal, State, and local governments, as amended from time to time, which may in any matter affect the performance of this Agreement, the Required Services and/or any other services, activities and/or operations of Hanover Township. Provided, however, that the Mental Health Board may, from time to time, impose stricter regulations or requirements than required by Federal, State, and/or local laws, rules and regulations, and that Hanover Township hereby agrees to comply with said Mental Health Board regulations or requirements.
- B. Hanover Township understands and agrees that the Required Services are designed to address the needs of residents of Hanover Township suffering from mental illness and/or substance use disorders (as those terms are defined in the Community Mental Health Act) and Hanover Township's performance and progress will be measured to that end.

13. Conflict of Interest.

- A. Hanover Township understands and agrees that no director, officer, agent, volunteer, employee of Hanover Township may:
 - 1. Have any interest, whether directly or indirectly, in any contract (including those for the procurement of supplies, equipment, construction or services), the performance of any work pertaining to this Agreement, the transfer of any interest in any property and/or other assets.

2. Represent, either as agent or otherwise, any person, association, trust or corporation, with respect to any application or for any contract or work pertaining to the Agreement and/or Required Services.
 3. Take, accept or solicit, either directly or indirectly, any money or other thing of value as a gift or bribe or means of influencing his or her vote or actions.
- B. Any contract made and procured in violation of this Section is void and no funds under this Agreement may be used to pay any cost under such a contract. The purpose of this Section is to avoid even the appearance of a conflict of interest.
- C. Hanover Township agrees and understands that it shall incorporate, or cause to be incorporated, the provisions contained in this Section in all contracts or subcontracts entered into pursuant to this Agreement.
- D. In the event of failure or refusal of Hanover Township to comply, the Mental Health Board may terminate or suspend in whole or in part any contractual agreements with Hanover Township and may take any of the actions set forth herein.
- E. For the purpose of this Section these conflicts of interest provisions apply to those persons who:
1. Exercise or have exercised any functions or responsibilities with respect to activities, services and/or programs funded hereunder.
 2. Are in a position to participate in a decision making process or gain inside information with regard to such activities, services and/or programs.
 3. May obtain personal or financial interest or benefit from any such activity, service and/or program;
 4. Have any interest in any contract or agreement with respect thereto or the proceeds thereunder.
- F. For the purpose of this Agreement, a person will be deemed to include the individual, members of his or her immediate family, his or her partners and any organization which employs or is about to employ any one of these, and shall mean those persons set out in 24 CFR Section 570 611 (c).
14. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the Parties. Hanover Township shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Mental

Health Board shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers Compensation Insurance, as Hanover Township is an independent contractor.

15. Records Maintenance

Hanover Township shall maintain during the term of this Contract and for a period of five (5) years thereafter complete and adequate financial records, accounts and other records to support all program expenditures. These records and accounts shall include, but are not limited to, the following: a general ledger that supports the costs charged to the Required Services and receipt of funds hereunder; records documenting procurement of goods and services; contracts for goods and services, lease and rental agreements; invoices; billing statements; cancelled checks; timecards signed by employees and supervisors; personnel authorization of records; payroll registers; payroll tax records; bank statements; bank reconciliation reports; subcontractor agreements; schedules containing comparisons of budgeted amounts and actual expenditures.

16. Return of Funds.

Hanover Township agrees that, upon the expiration of this Agreement, it shall transfer to the Mental Health Board any and all funds received thereunder that have not been expended to provide the Required Services, if any.

17. Hanover Township agrees that all cost overruns to provide the Required Services are the responsibility of Hanover Township. Hanover Township further agrees that it shall be solely liable for the repayment of unused funds, program income funds, or disallowed, unauthorized or ineligible expenses.

18. Indemnification.

A. Hanover Township shall indemnify the Mental Health Board, Hanover Township, and their respective officials, officers, agents, employees, volunteers and servants (collectively, the "Indemnified Parties") against and hold them harmless from all liabilities, claims, damages, losses, and expenses, including but not limited to legal defense costs, attorney's fees, settlements, judgments, prejudgments interest, or post judgment interest whether by direct suit or from third parties arising out of any acts, commissions, or omissions of Hanover Township, its officers, directors, agents, employees, volunteers, and/or servants, any recipient or potential recipient of any moneys or benefits from Hanover Township, any participant in a program, activity and/or service operated pursuant to this Agreement, any contractor hired pursuant to a program operated under this Agreement, or any officers, agents, directors, employees, or servants of any of them, in a claim or suit brought by any person or third party in connection with this Agreement or from any claim or suit by any person or third party against the Indemnified Parties, or any of them.

- B. In the event a claim or suit is brought against the Indemnified Parties, or any of them, for which Hanover Township is responsible pursuant to subparagraph A of this Section, Hanover Township will defend, at its own cost and expense, any suit or claim and will pay any resulting claims, judgments, damages, losses, expenses, prejudgment interest, post judgment interest, or settlements against the Indemnified Parties.
- C. The indemnification obligation under this Section shall not be limited in any way to the limitations on the amount or type of damages, compensation or benefits payable by or for Hanover Township under any law or by the amount of or limitations on insurance coverage, if any, held by Hanover Township.

19. Hanover Township's General Covenants.

- A. In connection with the execution of delivery of this Agreement, Hanover Township covenants, represents and warrants to the Mental Health Board and to Hanover Township:
 - (1) That it has all requisite authority to carry on its business and to execute, deliver and consummate the services, operations and programs contemplated by this Agreement; including but not limited to the Required Services.
 - (2) That its employees, agents, volunteers, officers and directors are competent to perform as required under this Agreement;
 - (3) That it is the real party in interest to this Agreement and is not acting for or on behalf of an undisclosed party;
 - (4) That it has taken all necessary action under its governing documents to authorize the execution and performance of this Agreement under the terms and conditions stated herein;
 - (5) That it has no public or private interest, direct or indirect, and shall not acquire, directly or indirectly any such interest which does or may conflict in any manner with the performance of Hanover Township's services and obligations under this Agreement;
 - (6) That no member of any governing body or any official, officer, agent or employee of the Mental Health Board, is employed either part time or full time by Hanover Township or has a financial or economic interest in this Agreement, or is an individual receiving any compensation from Hanover Township;
 - (7) That there is no action, suit or proceeding at law or in equity pending, nor to the best of Hanover Township's knowledge, threatened, against or affecting Hanover Township, before any court or before any governmental or

administrative agency, which will have a material adverse effect on the performance required by this Agreement;

- (8) That to the best of Hanover Township's knowledge and belief, Hanover Township, its principals, directors, officers, key project personnel, and/or individuals who may have access to any funds provided hereunder:
- (a) Are not presently declared ineligible or voluntarily excluded from contracting with any Federal or State department or agency and/or with Mental Health Board;
 - (b) Have not been convicted of any felony; been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; had a civil judgment rendered against them for commission of fraud; been found in violation of Federal or State antitrust statutes; or been convicted of embezzlement, theft, larceny, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property and/or any other crime involving moral turpitude.
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in subparagraph (b) of this certification.

Any request for an exception to the provisions of this Section must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction or status of proceedings. In the absence of a conviction, the Mental Health Board may perform its own independent investigation relative to said indictment or charges.

- (9) That this Agreement has been duly executed and delivered on behalf of Hanover Township and constitutes a legal, valid and binding obligation of Hanover Township, enforceable in accordance with its terms.
- (10) Hanover Township certifies that it is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of Hanover Township's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority. Should it become the subject of an investigation by any state or federal regulatory, law enforcement or legal authority, Hanover Township shall promptly notify the Mental Health Board of any such investigation. Hanover Township acknowledges that should it later be subject to a cease and desist order, Memorandum of Understanding, or found in violation pursuant to any regulatory action or any court action or proceeding before any administrative agency, that the Mental Health Board is authorized to declare Hanover Township in default of this Agreement and suspend or terminate the Agreement pursuant to Section 22 below.

B. General Covenants. In connection with the execution and delivery of this Agreement, Hanover Township makes the following covenants to the Mental Health Board and to Hanover Township which are in addition to any specific covenants contained in this Agreement:

- (1) That it will use funds only for the purposes set forth on Exhibit A (i.e., the Required Services);
- (2) That all warranties and representations made by Hanover Township in this Agreement shall be true, accurate and complete for the term of the Agreement;
- (3) That it shall be subject to, obey, and adhere to any and all federal, state and local laws, statutes, ordinances, rules, regulations and executive orders as are now or may be in effect during the term of this Agreement which may be applicable to Hanover Township, the Required Services and/or the operations, activities, programs and/or services of Hanover Township;
- (4) That it shall remain solvent and able to pay its debts as they mature. In the event of bankruptcy filing by Hanover Township, voluntary or involuntary, the Mental Health Board may decline to make any further payment, which may otherwise be required under this Agreement;
- (5) That it shall immediately notify the Mental Health Board of any and all events or actions that may materially adversely affect its ability to carry on its operations or perform and or all of its obligations under this Agreement; and
- (6) That it shall not enter into any other agreement or transaction that would conflict with the performance of its duties hereunder.

20. Appropriation; Non-Appropriation/Insufficient Appropriation; Reduced Funding Sources/Revenues

- A. Appropriation. As set forth above, payments under this Agreement are expressly contingent upon the existence of a valid appropriation therefore and that no officer shall contract for any indebtedness on behalf of the Mental Health Board or assume to bind the Mental Health Board in an amount in excess of the money appropriated.
- B. Non-appropriation/Insufficient Appropriation. Notwithstanding any provision herein to the contrary, payments by the Mental Health Board pursuant to this Agreement are subject to the availability of sufficient funds levied, budgeted and appropriated by the Township Board and authorized expenditures under Federal, State and Local law. The Mental Health Board's obligations hereunder shall cease immediately, without penalty or further payment being required, if the Township Board fails to make an appropriation sufficient to pay such obligation.

The Mental Health Board, in its sole discretion, shall determine whether amounts appropriated are sufficient to continue its obligations under this Agreement. Termination resulting from non-appropriation or insufficient appropriation shall be in accordance with Section 22 below. Any funding is void by operation of law if the Mental Health Board fails to obtain the requisite appropriation to pay any funding provided for herein.

- C. Reduce Funding Sources/Revenues. The Mental Health Board reserves the right to reduce the amount to be paid to Hanover Township under this Agreement if the Mental Health Board determines that it is in the best interest of the Mental Health Board to reduce its obligations under this Agreement as a result of the occurrence of any of the following events during the term of the Agreement:

- (1) Receipts from revenues which provide the funding for this Agreement either fall significantly short of anticipated levels, or significantly decrease, or
- (2) Other sources (external grants, contracts, awards, etc.) providing funds for this Agreement are decreased or withdrawn. If such an event occurs, the Mental Health Board will notify Hanover Township as soon as possible. If the Mental Health Board and Hanover Township are able to agree on a reduced compensation amount and a corresponding reduced scope of services, the parties shall execute a funding modification so stating. If the parties are unable to agree to such reduced funding and revised scope of services, then the Mental Health Board shall terminate the funding in accordance with the provisions of Section 22 below.

21. Default and Remedies.

The occurrence of any of the following events, during the term of this Contract, shall constitute a default:

- A. Hanover Township shall fail to observe or perform any covenant or agreement contained in this Agreement, including the Exhibits hereto;
- B. Any representation, warranty, certificate or statement made by Hanover Township in this Agreement, including the Exhibits hereto, or in any certificate, report, financial statement or other document delivered pursuant to this Agreement shall prove to have been incorrect when made in any material respect;
- C. Hanover Township shall commence a voluntary case or other proceeding seeking liquidation, reorganization or other relief with respect to itself or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, or shall consent to any such relief or to the appointment of or taking possession by any such official in an involuntary case or other proceeding commenced

against it, or shall make a general assignment for the benefit of creditors, or shall fail generally to pay its debts as they become due, or shall take any corporate action to authorize any of the foregoing;

- D. An involuntary case or other proceeding shall be commenced against Hanover Township seeking liquidation, reorganization or other relief with respect to it or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, and such involuntary case or other proceedings shall remain undismissed and unstayed for a period of 60 days; or an order for relief shall be entered against Hanover Township under the federal bankruptcy laws as now or hereby after in effect;
- E. Hanover Township permanently ceases the conduct of services and/or operations at the location specified in its application to the Mental Health Board for any reason, including, but not limited to, fire or other casualty;
- F. Hanover Township fails to provide the Required Services hereunder;
- G. Hanover Township defaults on a loan from a third party. Hanover Township shall provide the Mental Health Board with immediate notice upon making a determination that it will default on a loan.

Hanover Township shall have ten (10) days from the date the Mental Health Board notifies it of the occurrence of a default to cure the default to Mental Health Board's satisfaction (the "Cure Period"). Hanover Township's failure to cure, or to initiate a cure which is satisfactory to the Mental Health Board, shall be a sufficient basis for the Mental Health Board to terminate this Agreement and to direct Hanover Township to refund all funds disbursed to it by the Mental Health Board within ten (10) days of receipt of the notice of termination. In the event of repeated defaults and/or breach by Hanover Township hereunder, Hanover Township shall not be permitted to cure said default, and the Mental Health Board may immediately terminate this Contract, cease making any further or additional distributions hereunder and direct Hanover Township to refund all disbursements received by Hanover Township from the Mental Health Board.

At the Mental Health Board's discretion Hanover Township shall be responsible for the payment of interest at a rate equal to twelve percent (12%) per annum (not to exceed the maximum rate permitted by law) for any amount of the funds which it has not refunded to the Mental Health Board beginning ten (10) days from the date the termination notice is sent by the Mental Health Board and continuing to the date that all funds are refunded by Hanover Township or recovered through other legal processes available to the Mental Health Board.

22. Termination; Suspension

- A. This Agreement may be terminated as follows:

- (1) Non-appropriation, Insufficient Appropriation. In the event of insufficient appropriation as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditures incurred in the performance of Required Services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination possible after it becomes aware of such insufficient appropriation in an amount not to exceed said appropriation. Any refunds due the Mental Health Board shall be submitted as provided herein. In the event of any non-appropriation of funds by the Township Board, Hanover Township shall not be entitled to any funds hereunder, and shall refund to the Mental Health Board any funds received hereunder by Hanover Township from the Mental Health Board.
- (2) Reduce Funding Sources/Revenues. In the event that parties are unable to agree on a reduced amount of compensation and scope of services necessitated do to reduction in revenues or other funding sources for this Agreement as described in Section 20 above, Hanover Township shall be paid for non-cancelable, allowable expenditure incurred in the performance of authorized services under this Agreement prior to the effective date of termination which shall be the date stated in the written termination notice provided to Hanover Township. Any refunds due the Mental Health Board shall be as provided herein.
- (3) For Cause. If the Mental Health Board determines that Hanover Township has failed to comply with any of the covenants, terms, conditions or provisions of this Agreement, or any other application, proposal or funding award executed by the Mental Health Board and Hanover Township, including any applicable rules or regulations, or has made a false representation or warranty in connection with the receipt of the funds, the Mental Health Board may terminate this Agreement in whole or in part at any time before the expiration date of this Agreement. The Mental Health Board shall notify Hanover Township in writing of the reasons for the termination and the effective date of the termination. Payments made to Hanover Township or recovery by the Mental Health Board shall be with Section 21 above.

In the event of termination for cause, Hanover Township shall also be subject to any other applicable provisions specified elsewhere in this Agreement.

Termination for cause may render Hanover Township ineligible for consideration for future funds from the Mental Health Board for a period not to exceed two (2) years.

- (4) For Convenience. Hanover Township acknowledges that this funding was made by the Mental Health Board based on its determination that the Required Services to be funded under this Agreement are in furtherance of the Mental Health Board's statutory requirements and its program objectives. Hanover Township further acknowledges that the Mental Health Board may

unilaterally terminate this Agreement based on its good faith determination that the continued expenditure of funds under this Agreement is no longer in furtherance of said statutory requirements or program objectives. Termination for convenience shall be effective upon delivery of notice to Hanover Township as provided herein. Hanover Township shall not incur new obligations after the effective date of the termination, and shall cancel as many outstanding obligations as possible. The Mental Health Board shall allow full credit to Hanover Township for properly incurred expenditures made in connection with the Required Services prior to Hanover Township's receipt of said notice of termination for convenience. Refunds shall be submitted as provided herein.

- B. Suspension. If Hanover Township fails to comply with the specific conditions and/or general terms and conditions of this Agreement the Mental Health Board may, upon written notice to Hanover Township, suspend this Agreement, withhold further payments and prohibit Hanover Township from incurring additional obligations of funds, pending corrective action by Hanover Township or a decision to terminate this Agreement. The Mental Health Board may determine to allow such necessary and proper costs, which Hanover Township could not reasonably avoid during the period of suspension provided that the Mental Health Board agrees that such costs were necessary and reasonable and incurred in accordance with the provisions of this Agreement.

23. Hanover Township shall at all times have sole control over the manner, means and methods of performing the Required Services according to its own independent judgment, and is solely responsible for the direction of its employees, volunteers, and agents. Hanover Township acknowledges and agrees that it will devote such times as is necessary to perform the Required Services. Hanover Township represents and warrants that it has the skills and knowledge necessary to perform the Required Services in a safe, proper, efficient, thorough and satisfactory manner and understanding that the Mental Health Board is relying on such representation in providing funding to Hanover Township hereunder.

24. Insurance.

- A. Hanover Township agrees to provide and keep force at all times during this Agreement and while performing Required Services and/or any other services for which Hanover Township has received funding from the Mental Health Board, at Hanover Township's sole cost, the following types and minimum amounts of coverage's: comprehensive general liability insurance contractual liability coverage, with minimum limits of not less than one million dollars (\$1,000,000) per occurrence, and two million (\$2,000,000) annual aggregate; property damage insurance; full Worker's Compensation Insurance equal to the statutory amounts required by law; employers liability insurance with limits of not less than five hundred thousand dollars (\$500,000), and professional liability coverage with a limit of not less than \$1,000,000 each wrongful act arising out of performance or failure to perform professional services. All insurance carriers providing the

coverage set forth herein shall have a rating of A:VII as assigned by A.M. Best & Co. and satisfactory to the Mental Health Board in its sole discretion.

- B. All insurance coverage provided by Hanover Township shall be primary coverage as to the Mental Health Board and Hanover Township. Any insurance of self-insurance maintained by the Mental Health Board and/or Hanover Township shall be excess of Hanover Township's insurance and shall not contribute with it.
- C. The Mental Health Board, Hanover Township, and their respective officers, officials, agents, employees, and volunteers are to be covered and named as additional insureds under Hanover Township's General Liability coverage and said coverage shall contain no special limitation on the scope of protection afforded to the additional insureds. The policy and/or coverage shall also contain a "contractual liability" clause.
- D. Said insurance policies shall not be canceled or amended without 30 days prior written notice having been given to the Mental Health Board. Such cancellation shall be grounds for the Mental Health Board to immediately cancel this Agreement.

25. Miscellaneous.

- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.
- B. This Agreement may be executed in any number of counterparts, and by the Mental Health Board and Hanover Township on different counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.
- F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

J. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

Hanover Township Mental Health Board:

Hanover Township: Hanover Township

By: _____
Chairman

By: _____
Director

Attest:

Attest:

By: _____
Secretary

Its: _____

SCHEDULE A

Reimbursement Rates

**Hanover Township Aging Services
Program: Senior In-Home Care
FY 23 Funding Total: \$40,000**

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$10,000
07/01/2022 – 09/30/2022	\$10,000
10/01/2022 – 12/31/2022	\$10,000
01/01/2023– 03/31/2023	\$10,000

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO THE
PROVISION OF SUBSTANCE ABUSE PREVENTION SERVICES**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the “Agreement”) for the provision of Substance Abuse Prevention Services, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Contract for Services FY 2023

This Contract made this 1st day of April, 2022 by and between Hanover Township ("Hanover Township" or the "Township") and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the "Mental Health Board"), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 25, 2022, recommended the allocation of a sum not to exceed \$50,000 to be paid to the Hanover Township in consideration of the provision of Substance Abuse Prevention Services..
- B. Hanover Township has adopted its FY 23 Budget and Appropriation Ordinance appropriating said \$50,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter's completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
- 8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 - 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 - 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 - 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson	Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor
--	---
 - 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 - 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates
Hanover Township Youth and Family Services
Program: Substance Abuse Prevention
FY 23 Funding Total: \$50,000

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$12,500
07/01/2022 – 09/30/2022	\$12,500
10/01/2022 – 12/31/2022	\$12,500
01/01/2023 – 03/31/2023	\$12,500

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO THE
ALTERNATIVE TO SUSPENSION PROGRAM**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the “Agreement”) for the provision of the Alternative Suspension Program, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2023**

This Contract made this 1st day of April, 2022 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 25, 2022, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of Alternative to Suspension Program.
- B. Hanover Township has adopted its FY 2023 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
- 8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 - 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 - 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 - 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson	Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor
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 - 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 - 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Youth and Family Services
Program: Alternative to Suspension
FY 23 Funding Total: \$25,000**

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$6,250
07/01/2022 – 09/30/2022	\$6,250
10/01/2022 – 12/31/2022	\$6,250
01/01/2023 – 03/31/2023	\$6,250

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO THE
PROVISION OF BILINGUAL THERAPIST**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the "Agreement") for the provision of a Bilingual Therapist, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services:
FY 2023**

This Contract made this 1st day of April, 2022 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 25, 2022, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of the Bilingual Therapist.
- B. Hanover Township has adopted its FY 2023 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:
- | | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Youth and Family Services
Program: Bilingual Therapist
FY 23 Funding Total: \$25,000**

Quarterly Fund Disbursements	Amount
04/01/2022 – 06/30/2022	\$6,250
07/01/2022 – 09/30/2022	\$6,250
10/01/2022 – 12/31/2022	\$6,250
01/01/2023 – 03/31/2023	\$6,250

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP
AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD RELATIVE TO THE
PROVISION OF PSYCHIATRIC BACK-UP SERVICES**

BE IT RESOLVED by the Supervisor and Board of Town Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Contract for Services between the Township and the Hanover Township Mental Health Board (the “Agreement”) for the provision of psychiatric back-up services, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Contract for Services FY 2023

This Contract made this 1st day of April, 2022 by and between Hanover Township ("Hanover Township" or the "Township") and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the "Mental Health Board"), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 25, 2022, recommended the allocation of a sum not to exceed \$9,000 to be paid to the Hanover Township in consideration of the provision of psychiatric back-up services.
- B. Hanover Township has adopted its FY 23 Budget and Appropriation Ordinance appropriating said \$9,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Purchase of Services (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board On its services rendered to Hanover Township residents on a form substantially similar to the Purchase of Services Form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
- 4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 - 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 - 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 - 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:
 - A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.

- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:
- | | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15. A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
- B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
- B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Psychiatric Service

Cost

Unit of Service

\$100.00

In the event a Referred Patient misses an appointment with Independent Contractor and fails to cancel said appointment at least 24 hours before the scheduled appointment, the Independent Contractor may bill said Referred Patient an amount not to exceed \$55.00. However, in no event shall the Township be liable for paying any fees and/or charges attributable to any missed appointments.

Attachment A-1

Purchase of Service Report

Agency:	Hanover Township Youth and Family Services		
Address:	250	S.	Route 59 Bartlett, IL 60103
Program:	505-4136 Psychiatric Services		
Period:	Oct 2022	Status:	Approved
Client:	284		
New Client?:	No		
City of Residence:	Streamwood		
Street Name:	xxxx		
Ethnicity:	Hispanic		
Gender:	Female		
Age:	13-17 years		
Service Unit:	Follow Up w Family		
Service Unit Rate:	\$100.00		
Number of Service Units:	1.00	Amount:	\$100.00

Purchase of Service Reports must be submitted in order to receive payment for services provided. Please use a client number associated with each client.



RESOLUTION

Declaring April 2 to April 8, 2022 as the Week of the Young Child

The Hanover Township Board of Trustees does hereby find as follows:

WHEREAS, the early childhood collaboration, Elgin Partnership for Early Learning, also known as EPEL, and other community organizations that serve the 12,046 children ages nine and under and their families in Hanover Township, in conjunction with the National Association for the Education of Young Children, are celebrating April 2 to April 8, 2022 as the Week of the Young Child; and

WHEREAS, these organizations are working to improve equitable early learning opportunities in the first 2,000 days of a child's life, which is a critical time when 90% of brain growth occurs in young children; and

WHEREAS, investments in babies and young children have profound impacts on creating a strong and vibrant community; and

WHEREAS, public policies that support early learning for all young children are crucial to the future of Hanover Township's young children, families, and the community as a whole; and

WHEREAS, it is our collective responsibility to recommit ourselves to ensuring that each and every child experiences the type of early environment—at home, at child care, at school, and in the community—that will promote their early learning.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that April 2 to April 8, 2022 is declared as the Week of the Young Child in Hanover Township.

Dated: March 22, 2022

In Witness Whereof, we have hereunto set our hands and caused the seal of Hanover Township to be affixed hereto.

Trustee Alisa "Lee" Beattie

Supervisor Brian P. McGuire

Trustee Denise Camacho

Clerk Katy Dolan Baumer

Trustee Craig Essick

Trustee Eugene N. Martinez

*Seal of
Hanover
Township*

RESOLUTION _____

**A RESOLUTION
TO APPROVE AN EXTENSION OF THE FISCAL YEAR 2020 TO FISCAL YEAR 2022
HANOVER TOWNSHIP STRATEGIC PLAN THROUGH FISCAL YEAR 2024**

WHEREAS, Hanover Township (the “Township”) from time-to-time examines its mission and vision of Hanover Township, assesses its accomplishments, and develops short and long term action steps to form a Strategic Action Plan; and

WHEREAS, on August 4, 2020, the Supervisor and Board of Trustees (the “Board”) of Township adopted Hanover Township Resolution No. _____, approving a new Strategic Action Plan for Fiscal Years of 2020 through 2022; and

WHEREAS, the Board deems it necessary and appropriate to extend the Strategic Action Plan for Fiscal Years of 2020 through 2022 to continue to guide the actions and set the goals of the Township through Fiscal Year 2024; and

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Board of Trustees (the “Board”) of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: APPROVAL. The extension of the Hanover Township Strategic Action Plan (hereinafter, the “Plan”), a copy of which is attached hereto and incorporated herein by this reference, to guide the actions and set the goals of Hanover Township through Fiscal Year 2024 is hereby approved.

SECTION TWO: SEVERABILITY. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason,

the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions of this Resolution.

SECTION THREE: REPEALER. All prior Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FOUR: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 22, 2022

APPROVED: March 22, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 22, 2022, and approved on March 22, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



Hanover Township

Strategic Plan and Goal Development Update 2020

Prepared by project coordinators and workshop facilitators:

Greg Kuhn, Ph.D., Interim Director

Mel Henriksen, MPA, Assistant Director



NORTHERN ILLINOIS UNIVERSITY

**Center for
Governmental Studies**

Outreach, Engagement and Regional Development



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NORTHERN ILLINOIS UNIVERSITY

**Center for
Governmental Studies**

Outreach, Engagement and Regional Development

Executive Summary

Strategic planning is a preferred approach to guiding an organization's future rather than making decisions issue by issue. Hanover Township ("the Township") engaged the Center for Governmental Studies (CGS) at Northern Illinois University (NIU) to facilitate a strategic planning workshop with Board and senior staff members in February of 2020 to update its previous strategic plan. Prior to the workshop, several focus groups were held with community stakeholders to gather input on their vision regarding the Township's future. With the focus groups as a starting point for discussions, the strategic planning workshop provided a positive atmosphere for the Board and senior staff members to work together and collaboratively review and develop the Township's visions of the future and strategic goals to determine where it is the Township wants to go as an organization and as a community. As was discussed and reviewed during the workshop, executive-level workshops and strategic planning sessions are a staple of good governance and leadership for progressive organizations.

Mission, Vision, Values

Participants in the workshop were involved in several exercises aimed at reviewing and gathering input on the Township's mission, vision, and values. After participants offered refinements, a consensus on each of the final statements is presented below.

Hanover Township **Mission**

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

Hanover Township **Vision**

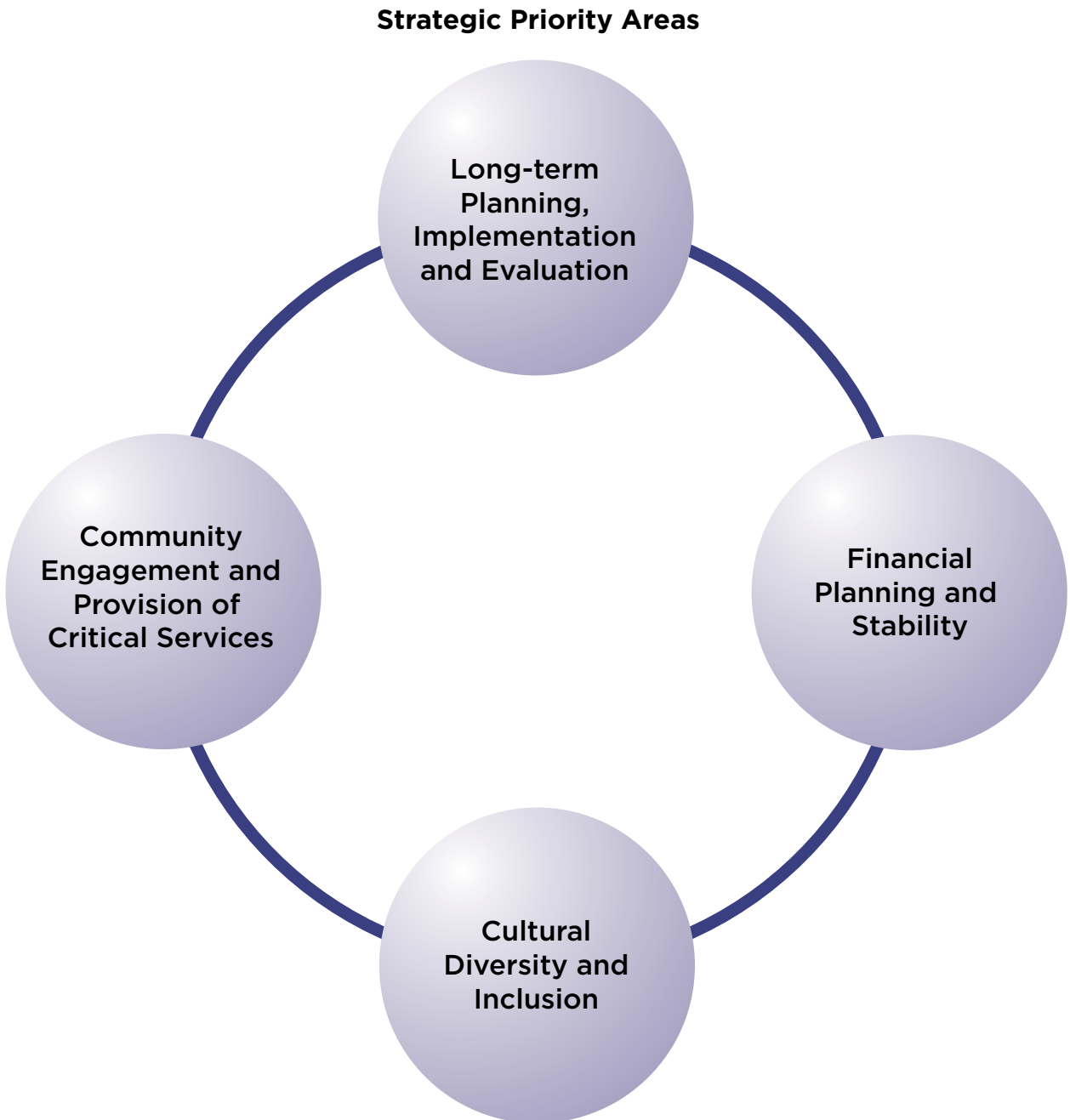
A better life through leadership, innovation, and diversity.

Hanover Township **Values**

*Above and Beyond – We go the extra mile.
Ownership – Our responsibility is great service.
Adaptability – We move to a solution.*

Strategic Priorities

Ultimately, four key strategic priority areas were identified as an outcome of the entire process highlighting activities and initiatives that Hanover Township should focus on in both the short- and long-term. The strategic priority areas identified as a result of the strategic planning process include [in no particular order]:



Strategic Goals

After discussions regarding the visions for the future, important topics, strengths, weaknesses, opportunities, and threats for the Township, participants were asked to review current goals and identify any changes to those goals or additional goals needed. In total, nine goals were modified or created [in no particular order]:

Hanover Township Strategic Goals

1. Evaluate and prioritize Youth and Family Services programming.
2. Develop and implement Hanover Township's Open Space Reserves Master Plan and continue to identify funding and development opportunities.
3. Consider options to create a modernized emergency services station within Hanover Township's boundaries.
4. Further embrace the diversity of all ages and cultures within the Township.
5. Maintain our commitment to community outreach, engagement and awareness of the Township's services and programs including continued implementation of the Township's Communications Plan.
6. Collaborate with stakeholders and partners in our broader community to advance the completion of a disabled housing facility within the Township.
7. Remain committed to careful fiscal stewardship by working across the organization to promote, maintain and sustain a sound financial position in both the short- and long-term.
8. Continue to grow, enhance and promote the Township's high standards for customer-focused service delivery across all departments.
9. Evaluate planning and financing options for renovations to the Town Hall.

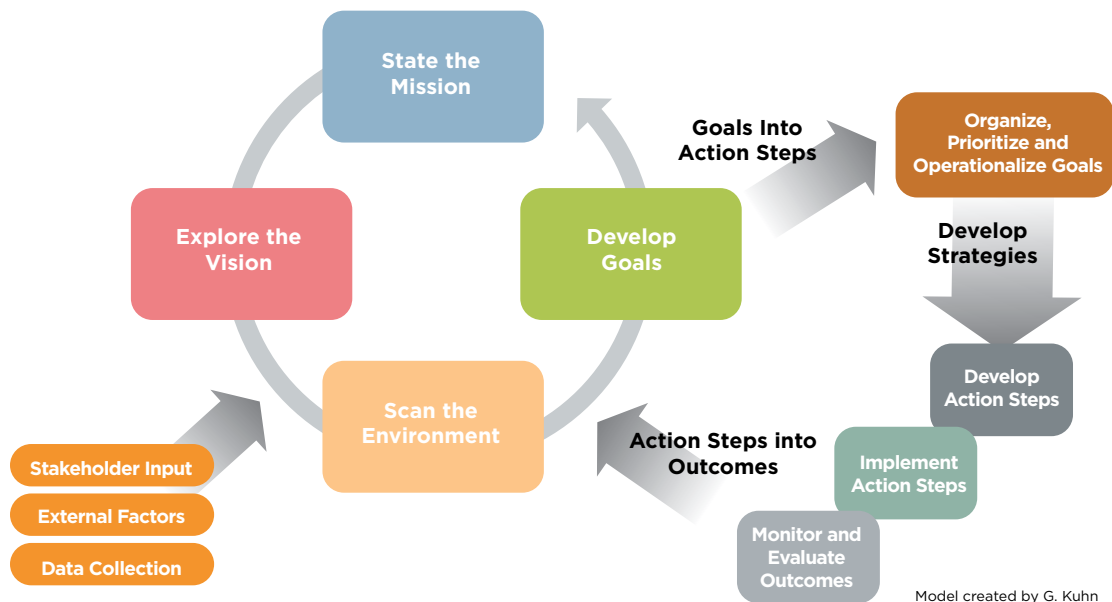
Introduction

As an organization, the Township has placed itself among the special class of governmental entities that have made a commitment to formalized strategic planning and goal setting exercises (Figure 1). As Township leaders are aware, strategic planning is not a new phenomenon for progressive communities and government agencies. Policymaking boards and staff in both private and public organizations, including the Township, recognize the value of such processes. This important work will serve the community well into the coming years and is as important as ever in the uncertain times related to the global pandemic occurring at the time of this report.

The Board and senior staff members gathered in February 2020 to discuss the Township's vision, important policies, topic areas, as well as review and develop goals, and ultimately establish the future direction for the Township. The strategic planning workshop provided a positive atmosphere to set aside time to methodically, *strategically*, determine where it is the Township wants to go as an organization. As was shared with the Board and senior staff members at the conclusion of the workshop, the organization should resist the temptation to rearrange priorities as the fiscal year moves along. It is important to adhere to the results of the Board and senior staff members' efforts throughout this process and the Township's budgeting process.

Keep in mind that the judicious use of the Township's limited resources (including financial resources and professional staff time) will be the key to good results. These high standards can place a strain on the organization, as excellence requires adequate staff time, expertise, and resources. In the end, quality policies and quality implementation equate to tough choices in setting priorities and in allocating resources. Only a limited number of goals and objectives can be effectively managed and implemented at any given time. In a very realistic sense, clear and stable priorities must be maintained if the Township desires to stretch its resources as far as they can go.

Figure 1. Strategic Planning Model*



**Model generally represents the steps that are taken for this type of initiative.*

Pre-Workshop:

Taking Stock, Stakeholder Focus Groups

This pre-workshop component is an important piece designed to help ground the environmental scanning portion of the process. Listening is vital to planning, and these steps are an important part of “taking stock” and helping to understand current Township policies and operational perspectives, perceptions, and preferences. In total, four (4) focus groups were conducted in January 2020. The focus groups generally included 8-12 participants during each session.

The focus group sessions conducted included representatives from the following groups:

- Township Front-Line Staff
- Human Services Organizations
- Civic Institutions (e.g., village managers, police and fire chiefs)
- Township Auxiliary Staff/Volunteers

The focus group sessions were designed to serve as a primer for the strategic planning process. The information presented next in summation was designed to add *exploratory and thematic information* for the Board and Senior Leadership Team to consider during the strategic planning workshop. As a result of the focus group sessions and the responses recorded, the facilitators identified five overarching themes that emerged during the environmental scanning process (Figure 2). The themes represent important topic areas that the Township should direct efforts towards over the next 3-5 years. The themes are presented below [in no particular order]. Please see [Appendix](#) for a full summary of all focus group questions and aggregated responses for each theme.

Figure 2. Environmental Scanning, Overarching Themes



Outline of Workshop:

Leadership Exercises and Discussion Sessions

Session I. Introduction Exercise: Icebreaker and Visioning

The format for all of the discussion sessions used in the planning effort employed approaches that were highly participative and interactive. The process was informed by the environmental scanning components and the identified strengths, weaknesses, opportunities, and threats for the Township. The workshop facilitators utilized a group discussion approach called ‘*Nominal Group Technique*’ where participants were assured equal opportunities to speak and share opinions by the facilitator. During the workshop discussion sessions, individuals had the opportunity to generate and share their ideas, as well as participate in group activities allowing them to weigh alternatives and refine their thinking through dialogue. As ideas were shared and debated, the group worked steadily toward a consensus regarding organizational values, purpose, future directions, and priorities.

Each participant engaged in a visioning exercise by selecting an item from the “garage sale” table, and using it to answer the visioning question, “In 10-15 years when I return to the Township, I hope to see, or think I will see...,” regarding services, programs, staffing levels, capital needs and general concepts that should or would be present in the Township at these intervals. Participants were asked to think about their ideas ahead of time and then be ready to share them with the group during the first session of the workshop. This was a brainstorming exercise—all ideas about the Township’s future were encouraged and shared. No evaluative or judgmental debate was permitted during this session. Below is a summary of those answers.

Exploration of Hanover Township's Desired Future Condition: Visions of the Future

Garage Sale Item	Visions of the Future
Fire truck	Community-wide festivals with food trucks
Squad car	Help teens in trouble stay out of squad cars by offering volunteer opportunities, mentorships, etc.
Hard hat	Represents extensive building projects, facilities, and infrastructure
PVC valve	Building projects, infrastructure, Town Hall updates (e.g., brick and mortar)
Baseball	Youth Center
Chain	Retain volunteers — join the team
Brick	New facility for the Town Center
Capitol building	What can the Township be in the eyes of the State and the community - help earn recognition
Birthday candles	Celebrate another 170 years — not burned down by the State
Basketball	Youth Center for activities and programs — maybe close to the Township Center
#1 Candle	We can be the best we can be — drive, ambition, aim high
Flexible spring	Township has been flexible to address and adapt
Hammer	More space, more services, Youth Center/facility, etc.
Globe	Continued engagement with a multi-cultural community, embrace diversity
Computer	Come back and see more technology, more access via the web
Brain	Continued improvement — physical and mental health
Bus	Represents expansion of services and access to services
Capitol building	We need to demonstrate that we're needed, valuable, relevant — we're a front door to many, including immigrants

Session II. Surrender or Lead

Participants were introduced to a leadership exercise entitled “Surrender or Lead.” The premise of the exercise is that participants worked to develop responses to some simple, but effective and thought-provoking questions. Participants were asked, in small groups, to respond to a series of structured questions designed to initiate discussion and reveal hopes, perspectives, challenges, opportunities, and possible barriers based on the collective view of each participant’s group. The group’s responses were recorded and are reported below. Underlined and bolded sections are key phrases that the group provided in response to the exercise’s open questions and prompts.

Group #1

1. We want to **grow services**, but **retain quality**.
2. The two most important things to focus on are **innovation** and **diversity** because of **changing demographics and technology**.
3. If it weren’t for **funding**, we would **expand services and facilities**.
4. We need to finally **address language barriers**.
5. **Capital projects** will have the biggest impact on the Township in the coming 2-3 years.

Group #2

1. We want to **build a youth center**, but **the referendum failed**.
2. The two most important things to focus on are **quality service** and **leadership** because **residents deserve it and leadership affects quality services**.
3. If it weren’t for **our weak State association**, we would **not have a target on Township government**.
4. We need to finally **hold our State association accountable**.
5. **Infrastructure improvements** will have the biggest impact on the Township in the coming 2-3 years.

Group #3

1. We want to **improve services for our diverse population**, but **we need to develop strategic ways to address those gaps**.
2. The two most important things to focus on are **service delivery** and **transparency** because **Townships are under scrutiny**.
3. If it weren’t for **an unsuccessful referendum**, we would **have a youth center**.
4. We need to finally **come up with a long-term plan to address growth – facilities, parking, programming, and language barriers**.
5. **Hanover Landing** will have the biggest impact on the Township in the coming 2-3 years.

Group #4

1. We want to **expand services, facilities, and staff**, but **we need money**.
2. The two most important things to focus on are **outreach/education** and **excellent services because our survival depends on it**.
3. If it weren’t for **staff and volunteers**, we would **not lead at what we do**.
4. We need to finally **expand space**.
5. **Springfield actions (consolidation/property tax freeze)** will have the biggest impact on the Township in the coming 2-3 years.

Session III. Environmental Scanning: Internal and External S.W.O.T Analysis

The next step of the strategic planning workshop involved reviewing and accounting for the internal and external factors present in the environment that can potentially influence the success of the Township, both negatively and positively. Given the exploratory statements and challenges raised in the Surrender or Lead exercise, participants were then asked to identify what constraints and practical difficulties are likely to be encountered that will make it challenging to achieve the desired future state. These elements included both internal and external factors, conditions, trends, regulations, agencies, resources, etc. Furthermore, participants were asked to identify the Township's **strengths (S)** and **weaknesses (W)**. In what areas does the Township regularly excel, and in what areas are there difficulties or shortcomings in terms of expertise, resources, training, etc.? What **opportunities (O)** are on the horizon that can be used to the Township's advantage? Conversely, what trends or **threats (T)** lie ahead that would be obstacles or hindrances? Those answers are captured next.

S.W.O.T. EXERCISE (Strengths, Weaknesses, Opportunities, Threats)

Internal

STRENGTHS	WEAKNESSES
• Leadership • Employees/staff/new staff • Volunteers • Education • Transparency • Professionalism • Responsiveness • Financial reserves • Coordination, cooperation, communication • Intergovernmental relationships • Diversity including a diverse Board • Technology • Location in Cook County • Efficiency • Breadth of services • Programs • Communication and marketing • Financial position • Mental Health Board • Reputation/brand • Flexible/adaptable • Facilities at satellite locations • Board works well together • Transportation program • Creative funding (e.g., Township foundation, grants) • Unique assets in boundaries – forest preserve, etc.	• Language barriers • No large storage garage • Coordination, cooperation, communication • Changing demographics • Technology not as up to date as could be, outsourced currently • Main campus is far from the Township center • Need for improved transportation options • Land-locked • Relationship with school district – data sharing, etc. • Campus is “land-locked”

External

OPPORTUNITIES	THREATS
• Enhanced services – volunteers and talent alignment • Language skills available and expansion • Evaluate consolidation opportunities • Cooperation/collaboration • Technology improvements • Anti-government movement spurs change/innovation • Statewide association • Staff turnover • Intergovernmental relations • Changing demographics can offer exploration of new programming • Technology • Location in Cook County • Communications • Marketing program • Fiscal position and management • Mental Health Board • Reputation • Flexibility • Energy, environment, sustainability • Cemetery • Facilities • Quality employers and jobs • Creative foundation grants • Municipal partnerships • Park Districts • Forest Preserves • School District	• Language barriers and lack of translator resources available • Coordination, cooperation, communication • Technology • Need for improved transportation access • Lack of volunteers and lack of diversity among volunteers • School District challenges • State legislature • Anti-government movement • Threat of consolidation • Other Townships • Economy/downturn • Changing demographics affecting service needs • Cook County government/policies/taxes • Staggered election cycle – all members at once • Impact of weather on infrastructure and services • Statewide association

Session IV. Nominal Group Goal Identification

With the preceding workshop discussion sessions acting as a sound foundation for goal-setting, the final workshop session was a healthy group discussion of current goals and/or action items needed to achieve the future visions as expressed by the group. To begin the process, the previous strategic planning goals were reviewed for levels of completeness and appropriateness. Goals could be modified, removed if complete, or kept as is if they were still ongoing. After the current goals were reviewed, participants returned to the groups they had worked with during the previous Surrender or Lead exercise. Each member was allotted time to highlight the three or four most important policy and/or program goals that they think the Township should accomplish in the next one to five years. The groups then shared their short- and long-term goals with the larger group. Goals that participants developed could be general or highly specific.

Board and senior staff members then worked together to consolidate the goals based on similar topic areas, including the suggestion that more operational goals should be addressed at the staff level and incorporated into administrative plans. As a result, nine strategic goals were established and are presented below [in no particular order]. These nine goals were determined to be the key strategic areas that the Township should focus on over the next several fiscal years.

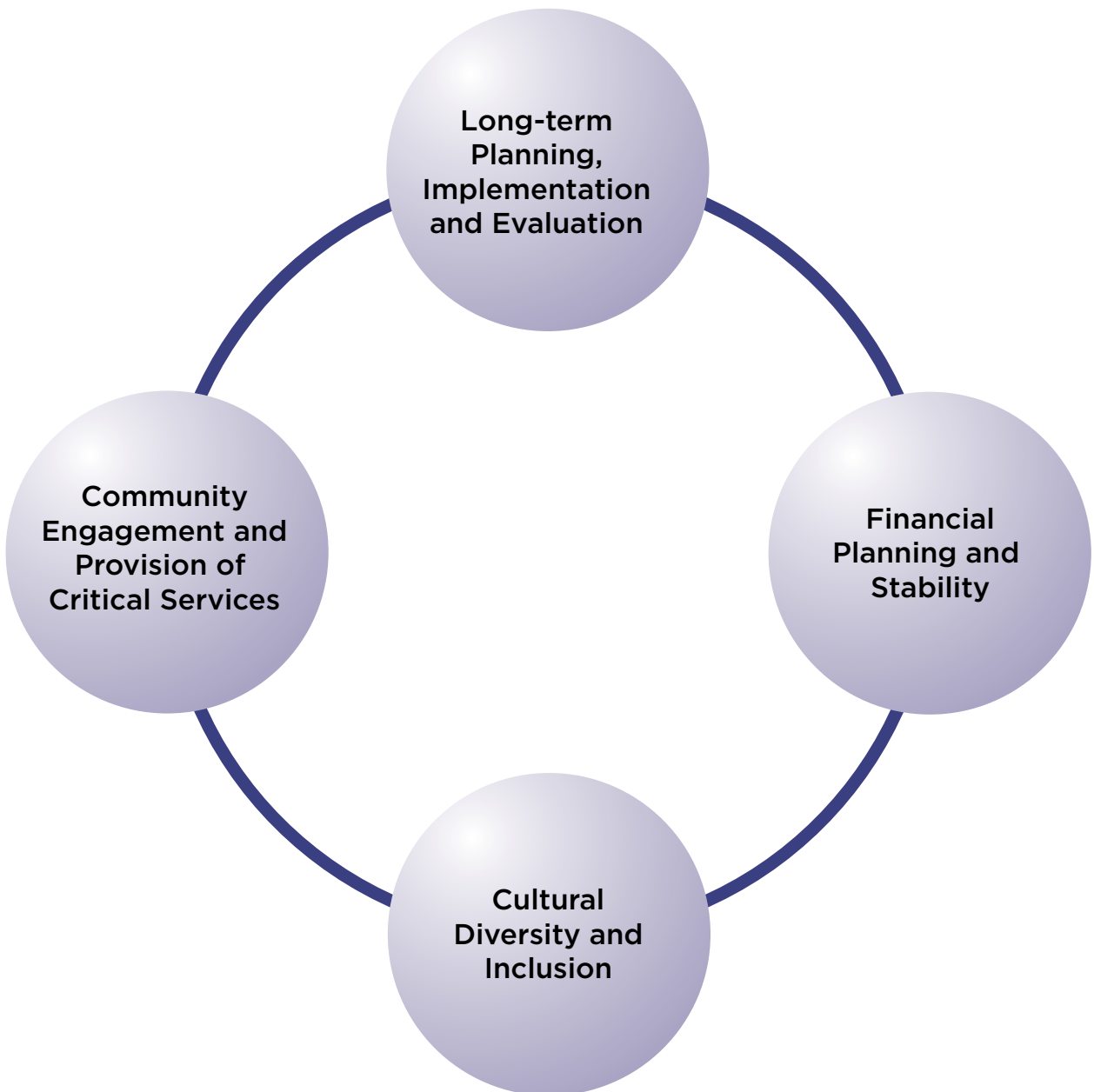
Hanover Township Strategic Goals

1. Evaluate and prioritize Youth and Family Services programming.
2. Develop and implement Hanover Township's Open Space Reserves Master Plan and continue to identify funding and development opportunities.
3. Consider options to create a modernized emergency services station within Hanover Township's boundaries.
4. Further embrace the diversity of all ages and cultures within the Township.
5. Maintain our commitment to community outreach, engagement and awareness of the Township's services and programs including continued implementation of the Township's Communications Plan.
6. Collaborate with stakeholders and partners in our broader community to advance the completion of a disabled housing facility within the Township.
7. Remain committed to careful fiscal stewardship by working across the organization to promote, maintain and sustain a sound financial position in both the short- and long-term.
8. Continue to grow, enhance and promote the Township's high standards for customer-focused service delivery across all departments.
9. Evaluate planning and financing options for renovations to the Town Hall.

Strategic Priority Areas

Ultimately, four key strategic priority areas were identified as an outcome of the process highlighting activities and initiatives that the Township should focus on in both the short- and long-term. The strategic priority areas identified as a result of the strategic planning process are illustrated below [in no particular order].

Strategic Priority Areas



Conclusion

The value of the strategic planning process will only be realized if it is used as an active working guide to both the Township's leadership team and staff as the issues explored during the strategic planning process are pursued. It is designed to capture the content of the discussions and to assist the Township in developing implementation plans for their high priority goals. What is apparent from the exchange of ideas and dialogue during the environmental scanning and strategic planning workshop is that the Township is fortunate to have a progressive leadership and a management team that is looking ahead and committed to strategic thinking and planning. One noted observer summarized the challenges of organizational progress this way:

*"The art of progress is to preserve order amid change,
and change amid order..."*

— A.N. Whitehead

We wish you well with the ambitious year that lies ahead.

The image shows two handwritten signatures in black ink. The first signature, on the left, is for Greg Kuhn and is written in a cursive style. The second signature, on the right, is for Melissa Henriksen and is also written in a cursive style.

Greg Kuhn and Melissa Henriksen, Project Coordinators and Session Facilitators

Appendix:

Focus Group Summary Themes & Responses

Focus Group Summary

One of the key analytical techniques used for focus group notes is an analyst's search for key phrases, words, or terms that cut across all groups. Coding is done by analysts' individual readings of the data, followed by key term searches with the aid of document software. The words and phrases listed below are the results of the study team's analysis of the collected focus group notes. At a glance, the reader can discover what terms were used or referred to most frequently in the feedback notes. Using individual analyst's coding, the researcher identifies terms that recur across groups and across questions. The results are revealing in that they highlight key topics or issues that should be weighed and considered when proceeding with strategic planning discussions.

The information that follows is a summary of key themes and topics that emerged during the exploratory focus group/outreach sessions. The sessions served as a primer for the strategic planning process. The information that is presented in this summation was designed to add *exploratory and thematic information* for the Board and Senior Leadership Teams to consider during the strategic planning workshop sessions.

The same exploratory focus group discussion questions were asked to each focus group and are listed below:

1. How would you describe Hanover Township to a stranger or someone who doesn't live or work here?
2. If you left Hanover Township tomorrow, and didn't return for 10-15 years, what do you think you'll see, or what do you hope you'll see, when you return?
3. What do you like best about Hanover Township? Related to that, what are the strengths/greatest assets of the Township? Opportunities?
4. Can you identify areas or topics in need of attention or improvement? Related to that, what are the weaknesses/greatest needs in Hanover Township? Threats?
5. What are/should be the top priorities for the Township over the next 3-5 years?
6. If you could change or initiate one key item or thing about the Township, what would it be?

Overall Themes

The data below were derived from the analysis of the bundled focus group data. Using qualitative analysis techniques such as reviews of phrases, developing sorting categories, and conducting word counts, the following comment themes, topics, and phrases surfaced.

Environmental Scanning — Overarching Themes



Services and Resource Allocation

- Hanover Township fills the gaps and provides services not provided by other governmental agencies
- Enhance accessibility of services – offer services in different areas of the community
- Services provide the feeling of ‘home away from home’
- Something for everyone – good social network
- More opportunities for diverse/innovative services (e.g., classes for youth and seniors to connect and share skills, physical therapy program, massage therapist at senior center)
- Expand youth and family services
- Explore more shared services to avoid duplication
- More services for non-English speaking individuals (e.g., mental health services and screenings)

Internal and External Communication

- Translators needed, not all Township employees/volunteers/partners are aware of options for language assistance
- More consistent communication between the Township and local government organizations/partners and identify areas to share services/information/ resources
- Strategies to maintain an effective/up-to-date social media presence
- Comprehensive resource guide create/improved/shared
- Better marketing of township services – more personal engagement individualized department messaging, eye-catching
- More engagement between the departments to enhance understanding of all functions and affiliations – cross marketing/understanding

Organizational and Professional Development

- Explore internal IT position and improved IT processes/equipment
- External IT issues - approval process, length to fix issues, don't have context for ongoing issues, improved phone system/training
- Evaluate employee pay and staffing structure (e.g., competitive salaries to minimize turnover, improve pool of candidates for new positions)
- Review staffing structure to allow for better coverage for breaks/vacations, avoid burnout
- Township help fund trainings for staff, volunteers, partners (police department, first responders, etc.)
 - *E.g., Computer system, sensitivity training, behavioral, mental health, emergency response, active shooter, safety, language/bilingual*

Community Awareness, Partnerships, and Engagement

- Hanover Township cannot be replaced or duplicated by another entity – message – raise this awareness to the community
- Getting more/younger/right people to volunteer
- Increased awareness of Township services and programs – education on the connection with needs and Township (e.g., local organizations and first responders)
- Ongoing demographic assessment of community changes and needs
- Enhance marketing tools and techniques
- Strengthen overall partnerships across the communities and agencies (schools, police departments, non-profits, etc.)
- More collaboration between the Township's community nurse and public safety
- Explore partnerships with other Townships that don't provide enough/same services
- Better communication between agencies to share resources and referrals

Facilities and Space Utilization Needs

- Astor building parking
- Storage and parking at senior center
- Expanded youth and family services physical space – gathering place
- Centralized emergency services equipment
- More space for summer lunch program
- Food pantry physical expansion
- Retry referendum to acquire vacant school property/facility
- Expand space to centralize services



240 S. Illinois Route 59, Bartlett, Illinois 60103

Approved: _____

Annual Meeting of the Township of Hanover

Tuesday, April 12, 2022 – 7:00 p.m.

A G E N D A

- I. Call to Order
- II. Pledge of Allegiance
- III. Welcome and Introduction of Officials
- IV. Election and Oath for Moderator
- V. Approval: Annual Town Meeting Agenda
- VI. Public Comment
- VII. Acceptance of Minutes: 2021 Annual Town Meeting
- VIII. Presentation: Annual Financial Statements by the Supervisor
- IX. Certification of Accounts by Trustees
- X. Presentation: Department Reports
- XI. Consideration of Disposition of Township Surplus Property
- XII. Resolution: Delegate Authority to the Township Board to Purchase, Sell and Lease Property
- XIII. Resolution: Offer Premiums to Induce the Planting and Cultivation of Trees Along the Highways in Hanover Township and to Authorize the Township Board to Expend Funds to Purchase, Plant, Cultivate, Protect, and Preserve Trees along or on Highways in Hanover Township
- XIV. Motion: Set Hour of Special Town Meetings for 7:00 p.m.
- XV. Motion: Set Hour of Next Annual Town Meeting for 7:00 p.m.
- XVI. Motion: Pay Moderator
- XVII. Adjournment

Hi Tom,

I hope this message finds you and your family healthy and safe. Looks like things are moving in a positive direction. Hope it keeps going.

I got Rollins' proposal for the 2022 lake treatments and the amount remained the same. I was very appreciative of that. I was wondering if we can count on the Townships participation again this year. Matt Mann reached out to me and said Public Works and the Park District are willing to contribute the same amounts as last year. We really have appreciated your financial assistance with the lake treatments. It seems the effects of the treatments get better each year. Maybe we can opt for a less expensive treatment plan next year if this keeps up.

I know it's a little early but, since I received the 2022 plan from Rollins, and also received a message from Matt, I thought I'd reach out to you and get a head start on the process.

As always, we appreciate for your help with this effort and please let me know if you have any questions or need any further information.

Jim

James M. Post | Senior Project Manager
Cel: 847.260.5809 | E: jpost@smithlasalle.com

10102 Pacific Ave | Franklin Park, Illinois 60131
Office: 847.260.5095 | Direct: 847.260.5809
Fax: 877.774.6695 | www.smithlasalle.us



The right solution for your pond and lake.

January 26, 2022

Matt Mann
Village of Streamwood
565 South Bartlett Road
Streamwood IL 60107

Dear Mr. Mann:

Thank you for the opportunity to provide you with an estimate for pond maintenance.

Rollins Aquatic Solutions understands that every body of water is different. Size, shape, depth, retention time, watershed, recreational uses and storm water management give each body of water its' unique characteristics. Management plans should be based on each of these individual functions it is designed to perform.

With over 25 years of experience managing lakes and ponds, you can be assured your waterway will be properly and professionally managed with Rollins Aquatic Solutions. We are committed to providing quality service. Our season long program includes UNLIMITED VISITS AND TREATMENTS (as needed).

Enclosed is our proposal for nuisance aquatic plant management for your waterway for the 2022-2023 seasons. To contract our services for this season, please complete, sign and return one copy of the proposal via fax, email or US mail. If you have any questions, please feel free to call me at 630-893-4595.

Sincerely,

Rich Rollins
President

Enclosure

P. O. Box 57
Bloomington IL 60108
phone: 630-893-4595
fax: 630-893-1515
www.rollinsaquatic.com
info@rollinsaquatic.com

**2022-2023 SERVICE AGREEMENT FOR GLENBROOK PARK
ARLINGDALE LAKE- VILLAGE OF STREAMWOOD**



The right solution for your pond and lake.

Maintenance Proposal

Service contract will begin May 1 and end October 1. Services will include monitoring of the waters to determine water temperature, weed species present and stage of weed development. The appropriate herbicide and time of application is then determined and the treatment is made. Removal of dead vegetation is not included. A written report will be submitted summarizing each inspection. All water restrictions will be posted at obvious points on the waters. If a problem arises between our inspections, your concern will be responded to immediately.

OPTION 1

Application of Avast AS Herbicide (fluridone)

☐ 2022 Season.....\$ 8,450.00 Season Long Weed Control ☐ 2023 Season.....\$ 8,450.00 Season Long Weed Control

OPTION 2

Application of Diquat Herbicide

☐ 2022 Season.....\$ 2,940.00 – Twelve Acres/Per Application ☐ 2023 Season.....\$ 2,940.00 – Twelve Acres/Per Application

Algae Control As Needed (If Needed)

Application of algaecide

☐ 2022 Season.....\$ 295.00 - Per Acre ☐ 2023 Season.....\$ 295.00 - Per Acre

***Please check box of services you wish to include.**

PRICES ABOVE ARE VALID FOR 90 DAYS AFTER PROPOSAL DATE BELOW.

Rollins Aquatic Solutions Service Guarantee: We are committed to providing the highest quality and most environmentally sound services. All concerns with the performance of the program will be responded to immediately. All herbicides and algaecides used are registered with the State of Illinois and the Federal EPA. All employees are licensed by the Illinois Department of Agriculture.

NAME Rich Rollins TITLE President DATE 1/26/22
Rich Rollins

Signing and returning this Service Agreement will authorize Rollins Aquatic Solutions to perform the services itemized above within the limits of this cost estimate unless otherwise stated.

For Glenbrook Park- Arlington Lake- Village of Streamwood:

Name _____ Title _____

Signature _____ Date _____

****IMPORTANT**** Water is used for the following (Please check all that apply).

☐ Irrigation ☐ Swimming ☐ Fishing ☐ Drinking ☐ Other _____

Payment Plan:

Invoicing for the 2022 season will be issued in full May 1, 2022. Invoicing for the 2023 season will be issued in full May 1, 2023. Payments are due 30 days from invoice date. All delinquent accounts are subject to a stop in services and a 3% monthly late fee. Other payment arrangements can be made upon request.

Submit Invoices To:

Name _____ Main Phone _____

Address _____ Cell Phone _____

Address _____ Fax _____

City _____ Zip Code _____

E-Mail _____

Inspection reports – please choose the option that best fits your needs:

☐ Fax _____ ☐ E-Mail _____

Please return completed form to: Rollins Aquatic Solutions, PO Box 57, Bloomingdale IL 60108 or Fax: 630-893-1515

April 21, 2021

Hanover Township
250 S. IL Route 59
Bartlett, IL 60103

Subject: Glenbrook Lake, Streamwood, IL

Board of Trustees,

I am a resident of the Village of Streamwood residing on Glenbrook Lake, which is located on the north side of Schaumburg road, just east of Park Blvd. I am reaching out to the Township Board again this year seeking financial assistance for treatment of the lake. Without the treatment regime, vegetation and algae spreads throughout the entire lake making it practically unusable to Streamwood residents. We have been very grateful for the generous financial participation the Township provided the past two years.

The lake responded well to the treatment regime last year and we were very pleased with the results. Treatment is an annual necessity to maintain the health of the lake and its aquatic life. The cost is high, and I am reaching out again to all who benefit from this aquatic asset. The Village and Township garners stormwater detention and aesthetic benefits from this lake, as do the residents. It is home to several fish, bird, and animal species including herons, egrets, cranes, ducks, geese, cormorants, muskrats, and turtles. Glenbrook Lake also serves as the home field for the Streamwood High School Sport Fishing team. Many students hone their fishing skills along its shoreline, and all have been very respectful of the lake and its residents. It is in everyone's best interest to maintain this natural resource and is also environmentally responsible. We are hoping the Township would be able to assist again this year with the financial burden in the form of a grant or other financial assistance to offset the cost of the treatments. The Public Works Department and the Park District have pledged to contribute the same amount as last year. Their participation amounts are as follows:

Streamwood Public Works..... \$3,225
Streamwood Park District..... \$2,000

The cost for Rollins Aquatic Solutions to treat the lake is \$8,450, same as last year, which leaves a deficit of \$3,225 for the homeowners to make up. Last year's contribution of \$1,000 from the Township was very much appreciated and helped quite a bit with the burden on the homeowners. We are hoping the Township can be at least as generous as last year.

Attached to this letter is Rollins Aquatic Solutions proposal for treatment of the lake for your review. Thank you for your consideration and if you need any further information or would like to discuss this request in more detail, please let me know.

Respectfully,



James M. Post
125 Heather Lane
Streamwood, IL
630 817-3864