



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

August 16th, 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. Presentations
 - A. Swearing In of Emergency Services Officer Tom Dunscomb
 - B. Alignment Collaborative for Education
- 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 August 2, 2022
 - B. Executive Session Minutes of August 2, 2022
 - C. Resolution to Extend the Program to Provide Non-Medical Home Services to Residents of Hanover Township
 - D. Approval of Purchase of a Facilities and Road Maintenance Department Vehicle
- IX. Executive Session
- X. Other Business
- XI. Adjournment

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2022
<i>Passports</i>	296	375	1,279	1,470
Photo fees	\$2,930	\$3,880	\$12,860	\$14,400
Fee deposits	\$11,020	\$14,800	\$48,670	\$58,130
<i>Fishing/Hunting licenses</i>	2	3	26	31
<i>Handicap Placards</i>	21	16	92	57
<i>Human Resources Requests</i>	134	114	534	511
<i>New Employee Orientations</i>	1	2	20	12
<i>Technology work orders</i>	41	49	188	208
<i>Resident Contacts</i>	2,450	2,012	8,090	8,050
<i>Percent of Budget Expended</i> (100% of year)	8.3%	5.8%	22.4%	20.4%

*COVID-19 partial closure

Department Highlights

- Human Resources Manager Callahan completed 1 new hire orientation: Thomas Helm (Aging Services).
- Director Crews and Human Resources Manager Callahan conducted a tornado drill for all Township buildings.
- Assistant Township Administrator Vana met with IPMG Risk Management representative Mark Bell to review trends in insurance claims over the last several years, in addition to discussing future staff training opportunities.
- Transportation Manager Kazeos, Human Resources Manager Callahan, and Dispatcher Espinosa participated in first round interviews for the Bus Driver position.
- Township Administrator Barr, Assistant Township Administrator Vana participated in second round interviews for the Human Services Outreach Coordinator position with Supervisor McGuire and Director Imperato.
- Assistant Township Administrator Vana worked with ProxIT to complete the installation of remote agents on each Township device to fully execute the new patch management software. This change is the first part to the changes associated with moving the Township's Information Technology services from time and material to managed services and will assist in the consistent monitoring of IT equipment.
- Hanover Township hosted the Illinois Association of Township Administrator meeting on July 20.
- Assistant Township Administrator Vana continued work with UpHoldings to develop the Supportive Services Plan for Hanover Landing.
- Human Resources Manager Callahan, Prevention Services Manager Dickinson, and Program Coordinator Miguel participated in first round interviews for the Youth Program Assistant position.
- On July 28, Administrative Specialist Matich submitted the Fiscal Year 2023 Budget Document to the Government Finance Officers Association for award review.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2022
<i>Programming Division</i>				
Planned programs	219	133	842	477
Participants	1,226	627	5,032	2,218
Participants (unduplicated)	511	229	666	344
Wait listed (unduplicated)	14	47	46	103
Art & Computer classes	25	47	110	182
Art & Computer class participants	160	197	777	747
New volunteers	5	6	17	10
Total volunteers (unduplicated)	118	81	158	104
Volunteer hours reported	1,356	818	5,382	2,815
<i>Nutrition Division</i>				
Meals Served	1,437	1,169	5,974	4,778
Meals delivered by volunteers	3,070	2,635	12,042	10,464
<i>Social Services Division</i>				
Clients served (unduplicated)	169	143	553	411
Clients served (duplicated)	263	222	1,106	869
Energy Assistance	11	9	67	30
Prescription drugs & health insurance assistance	98	121	403	466
Social Service programs	13	18	46	48
Social Service program participants	130	66	447	242
Lending Closet transactions	135	124	484	443
<i>Transportation Division</i>				
One way rides given	849	759	3,746	3,481
Individuals served (unduplicated)	108	85	175	154
New riders	13	8	175	154
Unmet requests for rides	27	27	56	89

Department Highlights

- Nutrition Services offered clients of Home Delivered Meals a box lunch alternative for weekend meals instead of the traditional frozen entrée and 17 new people signed up for this option.
- Social Services Manager Gomez and Social Services Specialists Domingo and Robles completed the Community and Economic Development Association (CEDA) Weatherization training.
- Several successful day trips occurred in July including a trip to Milwaukee for a Cubs Game, a trip to Fireside Theater in Wisconsin, and a Lunch Bunch to a Peruvian restaurant.
- Director Megan Conway and Transportation Manager Dino Kazeos joined Harper College and other organizations for a Transportation Infrastructure Task Force Meeting on July 5.
- Ten participants and their families attended an intergenerational Cooking Demonstration with Chef Pina to make a delicious pasta dish and dessert on July 15.
- Social Services hosted its first Memory Café field trip on July 19 with seven participants.
- The Aloha Summer Party welcomed 43 participants who enjoyed a traditional Luau luncheon and entertainment by the Barefoot Hawaiian dancers on July 25.
- Transportation Services welcomed new Bus Driver Thomas Helm on July 29.

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

OFFICE OF THE ASSESSOR



Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>Administration</i>				
Office visits	504	186	830	485
Building permits processed	198	502	1,822	2,239
Change of Name	0	7	6	11
Property tax appeals	374	103	374	103
Certificate of Errors	53	7	133	83
Property location updates	0	0	0	1
Sales Recording	258	548	1,188	837
New owner mailing	0	0	609	450
<i>Exemptions</i>				
Homeowner exemptions	8	3	53	21
Senior homeowner exemptions	24	2	94	28
Senior Freeze exemptions	19	2	89	29
Disabled Veteran exemptions	1	1	17	4
Disabled person exemptions	5	0	15	3
Miscellaneous exemptions	2	2	5	11

Department Highlights

- Extended Tuesday hours provided assistance to 13 visitors after 4:30 pm in July.
- The total number of email addresses on the Assessor's Office contact list is 3,500. 28 new emails contacts were added in July.
- The 2020 delinquent tax sale is scheduled for November 2022.
- Tax year 2022 is Hanover Township's reassessment year. Assessor appeals opened July 8, 2022 and ended August 8, 2022. The County Assessor has requested all appeals to be filed online.
- On July 25, the Assessor's Office co-hosted an appeal workshop with Cook County Assessor's Office and Cook County Commissioner Morrison. 64 taxpayers attended.
- On July 27-28, Assessing Specialist Silverstein attended and passed the "Intro to Mapping" class held by Illinois Department of Revenue.
- Chief Deputy Glascott participated in a Cook County Township Assessor's Association Zoom meeting concerning senior freeze errors on July 29.
- Chief Deputy Glascott and Deputy Deyne manned the Township's booth at Streamwood Summer Celebration on Saturday July 30.

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 July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>Website Visits (total)</i>	7,825	7,300	29,271	26,664
<i>Website Visits (unique)</i>	5,469	5,000	22,084	18,445
<i>Facebook Followers (new and total FYTD)</i>	54	40	5,109	4,652
<i>Facebook Reach</i>	36,108	53,971	73,289	111,620
<i>Twitter Followers (new and total FYTD)</i>	0	11	1,375	1,324
<i>Twitter Impressions (new and total FYTD)</i>	7,817	N/A	35,637	N/A
<i>YouTube Views</i>	3,012	196	12,043	1,383
<i>Media Releases</i>	4	1	15	15

Department Highlights

- Director Kuttenberg joined Facilities & Road Maintenance Director Hanson and Operations Manager Nelson for a site visit of the Izaak Walton Reserve on July 11 with representatives from Hitchcock Design Group, E.P. Doyle & Sons and the Illinois Department of Natural Resources (IDNR). The purpose of the site visit was to verify completion of the project with the general contractor and IDNR to begin the process of receiving the final \$200,000 grant award. The inspection was successful and Township staff have begun the process of completing final paperwork to receive the balance of grant funds.
- Director Kuttenberg virtually attended the July 11 meeting of the Streamwood Community Relations Commission meeting.
- Director Kuttenberg joined Director Hanson for a virtual meeting with staff from Commissioner Morrison's office on July 12 regarding a resident issue in unincorporated Cook County.
- Director Kuttenberg joined Trustee Essick in attending the July 13 meeting of the Metropolitan Township Association at Elk Grove Township. The MTA will meet next in October at Leyden Township.
- Director Kuttenberg chaired the July 14 meeting of the Township Communicators of Illinois at Bloom Township in Chicago Heights. Communications Specialist Smith also attended the meeting to present on graphic design for Townships to improve their outreach and communications.
- Director Kuttenberg joined Township Administrator Barr, Assistant Township Administrator Vana and Mental Health Board Manager Teachout on July 19 for a status meeting on the Hanover Landing housing initiative. The groundbreaking for the development will occur on September 1.
- Director Kuttenberg joined Director Conway and Manager Teachout on July 20 for a meeting with Michael Cobb, President of Elder Day regarding potential partnerships and introduction of Township services. Elder Day currently operates a program at a church in the Township a two days a week for seniors.
- Director Kuttenberg joined Director Hanson and Manager Dickinson on July 21 for a meeting with the City of Elgin Public Works Director Mike Pubentz regarding the city owned walking path adjacent to the Izaak Walton Reserve. The meeting concluded with the city committing to a temporary solution of patchwork to the path, making it more accessible for youth and seniors.
- Director Kuttenberg joined Supervisor McGuire, Manager Nelson and Izaak Walton League of America – Elgin Chapter President Tom Stewart on July 25 for a virtual interview with Mike Danahey of the Courier-News regarding the ribbon cutting ceremony of the Izaak Walton Reserve.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>Appointments</i>				
ProTimes	5	6	22	25
TB skin test	2	2	8	9
Cholesterol	3	1	48	6
Pharmaceutical Assistance Programs	1	1	1	1
Miscellaneous labs	15	9	39	24
Wellness Screening (BP, diabetes, anemia)	27	11	229	28
Other*	87	24	340	105
<i>Clinic Clients</i>				
Senior Center/ home visits	103	54	487	193
Astor Avenue	24	0	77	2
Offsite clinics	15	0	82	0
Total clients (unduplicated)	44	32	320	116
<i>Public Education & Health Promotion</i>				
Media coverage	0	0	5	0
Informational seminars/Program	5	3	20	12
Program Participants	73	49	581	1,020*
<i>Primary Care Provider Support</i>	2	1	4	5

* Includes individuals who were vaccinated at the COVID vaccine clinic

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 14 home visits for residents in the month of July.
- Director Smith and Community Health Nurse Kramer performed 16 rapid antigen COVID tests in the month of July.
- Director Smith met with Dr. Patel, from the newly opened Epic Urgent & Family Care in Streamwood on July 6, to learn about services now available to residents.
- Director Smith and Community Health Nurse Kramer provided CPR training for Aging Services' Transportation Division on July 19 and certified 5 employees in Heartsaver CPR.
- The Office of Community Health partnered with Vein Specialists of Illinois to host free varicose vein screenings for 11 residents on July 22.
- Community Health Nurse Kramer provided free preventative wellness screenings for residents at the Poplar Creek Library on July 25.
- The Office of Community Health hosted a blood drive, in partnership with the American Red Cross, on July 29, resulting in the collection of 38 lifesaving units of blood.
- Director Smith attended the Streamwood Summer Celebration on July 30 and provided residents with information and referrals on Township services and programs.

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 July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2022	FYTD 2021
<i>Hours</i>				
Volunteer Detail Hours	875	689	3,395	2,188
Volunteer Work Hours	102	168	419	702
Volunteer Training Hours	100	104	797	553
<i>Total Volunteer Hours</i>	1,077	997	4,611	3,443
<i>Details</i>				
Emergency Call Outs	17	16	49	34
Safety Patrols	1	4	5	11
Township Sponsored Events	2	4	4	5
Other Community Events	0	1	0	1
Miscellaneous	0	0	0	2
<i>Total Details</i>	20	29	58	55

Department Highlights

- HTES officers responded to residential fire in Hanover Park on July 2.
- HTES officers responded to a residential fire in Elgin on July 2 and provided decontamination services.
- HTES officers responded to a barn fire in Elgin on July 2 and provided large diameter hose rolling.
- HTES officers responded to a vehicle accident in Hoffman Estates on July 3 and provided traffic management.
- HTES officers responded to nine sperate severe weather events on July 5 to providing spotting and damage assessment.
- HTES officers responded to a vehicle accident in Schaumburg on July 6 and provided traffic management.
- HTES officers responded to a severe weather event on July 6 to provide spotting and damage assessment.
- HTES officers responded to residential fire in Sleepy Hollow on July 10.
- HTES officers responded to a residential fire in Elgin on July 14 to provide decontamination services
- HTES officers responded to a vehicle accident in Barrington on July 16 providing traffic management.
- HTES officers responded to a residential fire in Carpentersville on July 19.
- HTES officers responded to residential fire in Hanover Park on July 22.
- HTES officers responded to a severe weather event on July 23 to provide spotting and damage assessment.
- HTES officers responded to a residential pump out on July 27.
- HTES officers responded to a residential pump out on July 29.
- Director Crews met with two Elgin Fire Department interns and discussed the HTES program.
- Director Crews met with the Hoffman Estates Police and Fire Command staff to discuss the HTES program.
- Director Crews and Commander Simandl conducted active threat training on July 21.
- Director Crews, Commanders McGuire and Simandl conducted tornado drills campus wide on July 26.

Hanover Township Mission Statement:

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>Administration</i>				
Vehicle service calls	2	2	9	6
Work orders	395	354	1,523	1,285
Event set-ups/tear downs	164	72	545	242
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,392	6,108	20,670	19,342
Town Hall	10,860	11,280	34,020	34,860
Senior Center	52,172	38,653	159,117	128,596
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0.00	0.00	348.09	276.65
Town Hall	10.48	11.52	1,065.72	853.05
Senior Center	1,547.42	831.02	6,090.50	4,522.57
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	0	0

Department Highlights

- Director Hanson, with Director Kuttenberg, Manager Dickerson, representatives from Hitchcock Design and E.P. Dole Construction participated in the final project completion walk-through at the Izaak Walton Center, concluding the OSLAD grant project. Directors Hanson and Kuttenberg also participated in the final project walk-through with an Illinois Department of Natural Resource representative.
- Director Hanson and Director Kuttenberg met with Streamwood and unincorporated Cook County residents to provide assistance in finding a resolution to tree removal on an abandoned unincorporated property in the area of Old Lake Street.
- Facilities staff continues twice daily disinfecting of all facilities as part of department coronavirus precautions.
- Director Hanson met with Cook County Building and Zoning inspector Gianfortune to discuss and review three properties along Lake Street for code and zoning violations.
- Road Manager Santangelo completed and passed the EPA Pesticide General Applicators license exam. Manager Santangelo will continue with his certifications with the specialized Right of Way and aquatic application licenses.
- Facilities and Road staff completed the June Brush Pickup Program with a total of 33 tons of mulch collected and distributed to Township residents.
- Director Hanson and Assistant Township Administrator Vana completed the quote review and approval for the replacement of the Senior Center Veteran's Hall sound system. The new system was ordered and is expected to be installed in August.
- Upon Board approval of the replacement camera system, final legal review was completed. The service agreement has been signed and submitted to AIS. AIS is currently receiving hardware from Verkada and will schedule installation within the next few months.

DEPARTMENT OF HUMAN SERVICES



Report for July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>General Assistance</i>				
General Assistance clients	10	7	32	31
General Assistance appointments	11	15	53	75
Emergency Assistance appointments	18	10	84	114
Emergency Assistance approved	6	5	18	10
Crisis intake clients	218	175	919	644
<i>Veterans' Services</i>				
Office Visits	8	N/A	8	N/A
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	11**	1	117 **	105
Financial assistance applications*	16	N/A	17	N/A
<i>Food Pantry</i>				
Served (Households)	953	584	3,944	2,370
Unduplicated	470	N/A	1,285	N/A
New applications	24	17	119	70
Food Donations	59	57	450	245
<i>Community Center Walk-Ins</i>	132	45	634	191

* Includes Circuit Breaker, Benefit Access, Access to Care, ComEd Hardship, Salvation Army, Hanover Township Foundation

** Statistic includes LIWAP applications as of July 2022

Department Highlights

- Interviews were conducted for the Human Services Outreach Coordinator position and candidate Sara Contreras accepted the position.
- Backpack registration continues with more than 500 families participating and 1,100 backpacks requested. Backpack distribution began August 9.
- On July 6, 30 Veterans visited Runzel Reserve to enjoy entertainer Rick Pickren and lunch.
- Human Services staff and auxiliary staff successfully completed CEDA's Weatherization training. The program opened August 1.
- Planning continued for the Car Show scheduled for August 5.
- CEDA performed a required site visit for the Astor Avenue Community Center to continue to operate as a CEDA intake site.
- Hanover Township Foundation received a \$1,000 grant from Walmart to be used for the food pantry.
- Volunteer Employment Specialist Karen Flaxman assisted 6 residents with employment support as well as 2 companies searching for candidates for open positions.
- Liza Gutierrez from Partners for Our Communities continues to keep office hours on Wednesday assisting residents with immigration rights.
- Mario Keane from Senator Castro's office continues to keep office hours every Tuesday from 1:00 pm – 6:00 pm.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD



Report for July 2022

SERVICE PROVIDED	JUNE 2022	JUNE 2021	FYTD 2023	FYTD 2021
<i>Grant Funding</i>				
New clients	148	310	1,154	1,291
Ongoing clients	818	700	1,707	1,579
Closed cases	54	39	98	146
Prevention programming presentations	9	0	67	44
Number in audience	83	0	238	187
<i>TIDE</i>				
Participants	27	25	27	25
Rides	195	131	549	368
<i>Resource Center</i>				
Organizations providing services	3	4	3	6
Clients served	42	2	126	8

Department Highlights

- The Mental Health Board met for a Special Session on July 7 to approve an agreement between the Mental Health Board and Up Hanover Landing, LLC.
- Fiscal Year 2024 Annual Service Applications were made available to the public on July 1. All currently funded agencies were made aware of the availability of applications and the funding cycle timeline. A press release also went out marketing the applications.
- Manager Teachout attended the Community Crisis Center's Fundraiser on July 9.
- Manager Teachout virtually attended the Community Emergency Services and Supports Act (CESSA) Advisory Council public meeting on July 11.
- Manager Teachout represented the Mental Health Board at the Executive Director of Leyden Family Services' retirement party.
- On July 19, Manager Teachout participated in Hanover Landing planning meetings.
- On July 20, Manager Teachout met with representative from Elder Day Center to discuss services and potential funding.
- The Mental Health Board conducted a Site Visit to Centro De Informacion.
- Manager Teachout delivered a Starbucks Surprise and Delight to Family Services Association of Greater Elgin along with the Chair of the Mental Health Board and Assistant Township Administrator Vana.
- Manager Teachout met Trustee Liaison Camacho on July 28 to discuss upcoming events.
- Manager Teachout assisted resident with transportation needs not met by TIDE.
- Manager Teachout continued communication with DreamCo regarding the work on the new reporting website.

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 July 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2022	FYTD 2021
<i>Outreach & Prevention</i>				
Open Gym participants	277**	n/a*	658**	n/a*
Open Gym participants (unduplicated)	26**	n/a*	89**	n/a*
Alternative to Suspension referrals	0	0	151	97
Alternative to Suspension participants	30	56	563	345
Alternative to Suspension participants (unduplicated)	10	19	151	61
<i>Clinical</i>				
Therapy clients	311	330	1,700	1,510
Therapy clients (unduplicated)	117	91	506	352
New clients (unduplicated)	5	7	25	29
Clinical hours	257	328	1,230	1,343
Group session participants	0	101	248	150
<i>Tutoring Participants</i>				
Total	27	64	107	237
Unduplicated	11	20	54	92

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

** Includes Summer Camp participants

Department Highlights:

- Youth and Family Services staff volunteered at the Bartlett 4th of July Fest on July 1.
- The Summer Camp second session began on July 11 for fourth through sixth grades.
- Manager Dickinson met with Streamwood Park District on July 11 to discuss teen programming.
- Youth and Family Services had two fundraisers in July to support youth programming. The car wash fundraiser was held on July 12 and \$270 was raised. The bake sale took place on July 18 and \$170 was raised.
- Director Houdek participated in the Alignment Collaborative for Education Operating Board Meeting and Trauma Informed A-Team on July 13.
- Substance Abuse Prevention Specialist Konzal, Prevention Specialist Trujillo and eight youth leaders participated in the Cebrian Goodman Teen Institute at Eastern Illinois University from July 17 through July 21. The Institute provided the youth leaders with education, skill development, and opportunities to advance their leadership abilities in building drug free communities.
- Youth and Family Services staff and volunteers, along with Streamwood Park District, participated in the free teen program Paint and Punch.
- Director Houdek met with Supervisor McGuire and Township Administrator Barr to discuss plans for a Summit on Violence to occur this fall.
- Family Therapist Martinez was appointed as Interim Clinical Manager on July 25.
- Director Houdek and Prevention Specialist Trujillo represented the Township on July 29 at Streamwood's Summer Celebration.

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 8/2/22 - 8/15/22

	<u>Total</u>
Total Town Fund	72,326.97
Total Senior Services Fund	27,877.35
Total General Assistance Fund	4,165.45
Total Road Maintenance Fund	1,228.80
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	355.00
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	33,101.99
 Total All Funds	 <u><u>139,255.56</u></u>

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

August 2 - 15, 2022

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	08/02/2022	147767	ProxiT Technology Solutions	Inv# 23146 Monitor with Camera (T. Kuttentberg)	335.99
Check	08/12/2022	147952	Access 1 Source	Inv# 95243 Time & Attendance Monthly Software Fee	320.00
Check	08/12/2022	147963	ProxiT Technology Solutions	Inv# 23195 Network Labor August	9,213.00
Total 1014430 · Computer Equipment & Software					9,868.99
1014540 · Facility Lease					
Check	08/09/2022	147830	Village of Hanover Park	Inv# 2022-00004397 Astor Ave Off-Street Parking Rental Fee	2,100.00
Total 1014540 · Facility Lease					2,100.00
Total 101CAP · Capital Expenditures					11,968.99
101CHN · Community Health					
1014452 · Office Supplies					
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574567 Stapler/Post Its	32.28
Total 1014452 · Office Supplies					32.28
1014453 · Printing					
Check	08/09/2022	147780	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 796384 Copy Charges July	3.35
Total 1014453 · Printing					3.35
1014454 · Travel & Training					
Check	08/09/2022	147805	Kramer, James	Mileage Reimbursement July 2022	35.25
Total 1014454 · Travel & Training					35.25
1014456 · Community Affairs					
Check	08/12/2022	147939	Tower Hill Stables	Health Expo Balance Due- Petting Zoo	330.00
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	185.00
Total 1014456 · Community Affairs					515.00
1014457 · Furniture and Computer Equip					
Check	08/02/2022	147768	Quench USA, Inc.	Inv# 4235880 Water Cooler Rental Aug-Oct	62.46
Check	08/09/2022	147808	Leaf (618-008)	Inv# 13541500 Copier Lease Lower Level	60.00
Total 1014457 · Furniture and Computer Equip					122.46
1014465 · Medical Supplies					
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 42425680 Ice Packs, Hemoglobin, Syringes	739.66
Check	08/02/2022	147766	McKesson Medical Surgical	Credit Inv# 42425680	-308.86
Check	08/02/2022	147766	McKesson Medical Surgical	Credit Inv# 42425680	-312.11
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 42425898 Lancets	16.49
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 42885431 Sharps Container	129.68
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 44637488 Ibuprophen	34.60

Hanover Township Board Audit Report

August 2 - 15, 2022

Type	Date	Num	Name	Memo	Amount
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 44742364 Tuberculosis Skin Tests	274.95
Check	08/02/2022	147766	McKesson Medical Surgical	Inv# 44746816 Insect Sting Relief	27.18
Check	08/09/2022	147812	McKesson Medical Surgical	Inv# 45387613 Tests	42.22
Total 1014465 · Medical Supplies					643.81
Total 101CHN · Community Health					1,352.15
101CVA · Community Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	08/09/2022	147779	Braden Interact (Town Jay St DDElgin-IBP)	Inv# 784335 Copy Charges May	13.79
Check	08/09/2022	147807	Kwik Print	Inv# 71504 Envelopes	137.50
Check	08/09/2022	147807	Kwik Print	Inv# 71553 Flyer	78.90
Total 1014614 · Printing					230.19
1014623 · Phone & Intrnt					
Check	08/09/2022	147806	Kuttenberg, Thomas	Cell Phone Reimbursement Apr-Aug 2022	250.00
Total 1014623 · Phone & Intrnt					250.00
1014624 · Travel					
Check	08/09/2022	147806	Kuttenberg, Thomas	Mileage Reimbursement July 2022	82.50
Total 1014624 · Travel					82.50
1014627 · Community Affairs					
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	130.00
Total 1014627 · Community Affairs					130.00
1014631 · Community Festivals					
Check	08/02/2022	147761	American Mobile Staging Inc.	Inv# 12109 Fall Food Truck Festival Stage - Balance	1,100.00
Check	08/02/2022	147762	Chris Minardi	Fall Food Truck Festival Band/Sound Crew 9/15/22	1,500.00
Check	08/12/2022	147955	Ignite the Courage	Bartlett Summer Festival Sponsor	500.00
Total 1014631 · Community Festivals					3,100.00
Total 101CMA · Community Relations					3,792.69
Total 101CVA · Community Affairs					3,792.69
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	08/12/2022	147958	Ray O'herron Co., Inc.	Inv# 2211614 Uniform Shirts (3)	191.97
Check	08/12/2022	147958	Ray O'herron Co., Inc.	Inv# 2211490 Uniform Hat	46.95
Total 1014803 · Uniforms					238.92
1014808 · Education & Training					
Check	08/12/2022	147956	Kwik Print	Inv# 71588 ES Training Conference Booklets (75)	412.10

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Type	Date	Num	Name	Memo	Amount
Check	08/12/2022	147960	Scott Sutherland	Salvage Training	75.00
Check	08/12/2022	147961	Linda Silva	FAA Training Meals/Refreshments	63.93
Total 1014808 · Education & Training					551.03
1014813 · Vehicle Fuel & Maintenance					
Check	08/09/2022	147783	Carol Stream Lawn and Power	Inv# 485600 Subaru Pump Preventive Maintenance	153.79
Check	08/09/2022	147801	Hopkins Ford	Inv# 5059166 Moulding - Vehicle Roof	63.07
Total 1014813 · Vehicle Fuel & Maintenance					216.86
1014814 · Communications					
Check	08/12/2022	147957	Motorola Solutions Inc	Inv# 6712820220706 Monthly Communication Fee	500.00
Total 1014814 · Communications					500.00
Total 101ES · ES - Expenditures					1,506.81
101ISE · Insurance & Employee Benefits					
1014514 · Employee Recognition					
Check	08/12/2022	147953	Big Tent Events	inv# 78723 All Staff Picnic Tables/Chairs	358.60
Total 1014514 · Employee Recognition					358.60
Total 101ISE · Insurance & Employee Benefits					358.60
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0001 36517 Legal Fees July	8,525.95
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0001 36518 Legal Fees July	459.00
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0005 36519 Legal Fees July	3,412.95
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0009 36520 Legal Fees July	123.00
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0011 36521 Legal Fees July	1,165.00
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0013 36522 Legal Fees July	7,242.90
Check	08/12/2022	147964	Airdo Werwas LLC	Inv# 190 0014 36509 Legal Fees July	18,910.64
Total 1014502 · Legal Services					39,839.44
Total 101LEA · Legal & Auditing					39,839.44
101MAIN · Facilities Maintenance					
1014210 · Building Maintenance - Town					
Check	08/09/2022	147777	Anderson Pest Solutions	Inv# 25858284 Pest Control August Town	75.00
Check	08/09/2022	147777	Anderson Pest Solutions	Inv# 25863687 Pest Control August EMA HQ	65.00
Total 1014210 · Building Maintenance - Town					140.00
1014211 · Building Maintenance - Senior					
Check	08/09/2022	147777	Anderson Pest Solutions	Inv# 25858282 Pest Control August Senior	75.00
Check	08/09/2022	147834	The Home Depot	Paint	15.95

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Type	Date	Num	Name	Memo	Amount
			Total 1014211 · Building Maintenance - Senior		90.95
			1014212 · Building Maintenance - Astor		
Check	08/09/2022	147777	Anderson Pest Solutions	Inv# 25858283 Pest Control August Astor	65.00
			Total 1014212 · Building Maintenance - Astor		65.00
			1014218 · Vehicle Maintenance - Town		
Check	08/12/2022	147962	Valvoline	Inv# 45787 Oil Change	54.37
			Total 1014218 · Vehicle Maintenance - Town		54.37
			1014221 · Cell Phone/Communications		
Check	08/12/2022	147957	Motorola Solutions Inc	Inv# 6712820220706 Monthly Communication Fee	88.00
			Total 1014221 · Cell Phone/Communications		88.00
			1014225 · Grounds/Reserve Maintenance		
Check	08/09/2022	147834	The Home Depot	Hose	32.96
Check	08/09/2022	147834	The Home Depot	Washers	27.76
Check	08/09/2022	147834	The Home Depot	Tree Stakes	20.10
Check	08/09/2022	147834	The Home Depot	Hose	32.98
			Total 1014225 · Grounds/Reserve Maintenance		113.80
			1014226 · Uniforms		
Check	08/09/2022	147778	Bartlett Sports	Inv# 6163 Uniforms for Seasonal Staff (10)	127.50
			Total 1014226 · Uniforms		127.50
			1014228 · Building Maintenance - Izaac		
Check	08/09/2022	147777	Anderson Pest Solutions	Inv# 25232921 Pest Control July IWC	65.00
			Total 1014228 · Building Maintenance - Izaac		65.00
			1014229 · Equipment Maintenance - Izaac		
Check	08/12/2022	147959	Patrick Electrical Service	Inv# 009223 Emergency Elevator Repair	337.50
			Total 1014229 · Equipment Maintenance - Izaac		337.50
			Total 101MAIN · Facilities Maintenance		1,082.12
			101THE · Town Hall Expense		
			1014403 · Utilities - Town		
Check	08/09/2022	147813	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 6/16-7/17	172.64
Check	08/09/2022	147829	Village of Bartlett	Acct# 36818 Bill# 347859 Water/Sewer Runzel Reserve 7/15/22	30.58
			Total 1014403 · Utilities - Town		203.22
			1014416 · Equipment Rental - Town		
Check	08/09/2022	147818	Pitney Bowes Global Financial Services	Inv# 3105620596 Postage Machine Quarterly Lease Jun-Sept	373.32

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Type	Date	Num	Name	Memo	Amount
Total 1014416 · Equipment Rental - Town					373.32
Total 101THE · Town Hall Expense					576.54
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	08/09/2022	147823	Staples	Inv# 3512898069 Folders	52.58
Total 1014404 · Office Supplies					52.58
1014424 · Education & Training					
Check	08/12/2022	147938	Conway, Megan A	Tuition Reimbursement	1,922.70
Check	08/12/2022	147966	Gomez, Karla L	Tuition Reimbursement	2,000.00
Total 1014424 · Education & Training					3,922.70
1014429 · Miscellaneous					
Check	08/09/2022	147832	West Pier Laundry Streamwood	Inv# 3282 Board Meeting Tablecloths	20.50
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	130.00
Total 1014429 · Miscellaneous					150.50
1014530 · Financial Administration					
Check	08/09/2022	147774	Governmental Accounting, Inc	Inv# 59252 Monthly Contract Billing August	5,400.00
Total 1014530 · Financial Administration					5,400.00
Total 101TOE · Town Office Expense					9,525.78
104ASR · Assessor's Division					
1044413 · Travel Expense					
Check	08/02/2022	147757	Silverstein, Simeren	Springfield Mileage Reimbursement 7/26-7/30	246.53
Check	08/02/2022	147757	Silverstein, Simeren	Springfield Lodging Reimbursement	325.59
Check	08/12/2022	147937	Glascott, Patricia A	Mileage Reimbursement - IPAI Class	41.76
Total 1044413 · Travel Expense					613.88
1044419 · Training					
Check	08/12/2022	147937	Glascott, Patricia A	IPAI Class Meal Reimbursement	21.07
Total 1044419 · Training					21.07
Total 104ASR · Assessor's Division					634.95
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094612 · Consulting Fees					
Check	08/12/2022	147947	Vince Walsh-Rock	Inv# 08 YFS Consulting Services 8/11	300.00
Total 1094612 · Consulting Fees					300.00
1094620 · Community Affairs					

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Type	Date	Num	Name	Memo	Amount
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	175.00
			Total 1094620 · Community Affairs		175.00
			1094624 · Client Mgmt Software		
Check	08/09/2022	147804	Kenneth Young Center	Inv# T012481 CIS Software August 2022	300.00
			Total 1094624 · Client Mgmt Software		300.00
			Total 109ADM · Administration & Clinical		775.00
			109OUT · Outreach & Prevention		
			1094627 · Open Gym Program.		
Check	08/09/2022	147833	U-46 Transportation	Inv# 30249 Bus to Kane Cty Cougars 6/8	136.98
Check	08/09/2022	147833	U-46 Transportation	Inv# 30257 Bus to Dupage Children's Museum 6/28	211.87
Check	08/09/2022	147833	U-46 Transportation	Inv# 30258 Bus to Catigny Park 7/13	197.67
			Total 1094627 · Open Gym Program.		546.52
			1094644 · Travel		
Check	08/12/2022	147943	Konzal, Tessa	Mileage Reimbursement July/CGTI Conference	300.00
Check	08/12/2022	147944	Trujillo, Gisel	Mileage Reimbursement - July	39.38
			Total 1094644 · Travel		339.38
			1094655 · Transportation		
Check	08/09/2022	147826	Trujillo, Gisel	Field Trip Parking Reimbursement	28.00
			Total 1094655 · Transportation		28.00
			Total 109OUT · Outreach & Prevention		913.90
			Total 109YFS · Youth & Family Services		1,688.90
			Total 1014 · Town Fund - Expenditures		72,326.97
			1104 · Aging Services - Expenditures		
			1104ADM · Administration		
			1104524 · Utilities		
Check	08/09/2022	147789	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 7/1-8/2	3,411.74
Check	08/09/2022	147814	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 6/24-7/25	1,676.45
Check	08/09/2022	147829	Village of Bartlett	Acct# 62447 Bill# 347448 Water/Sewer 7/15/22	194.78
			Total 1104524 · Utilities		5,282.97
			1104527 · Equipment		
Check	08/02/2022	147768	Quench USA, Inc.	Inv# 4235880 Water Cooler Rental Aug-Oct	187.38
Check	08/09/2022	147808	Leaf (618-008)	Inv# 13541500 Copier Lease Lower Level	60.00
			Total 1104527 · Equipment		247.38
			1104528 · Office Supplies		

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Type	Date	Num	Name	Memo	Amount
Check	08/02/2022	147760	Accurate Office Supply Co	Inv# 574216 Binders/Labels	200.07
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574656 Copy Paper/Toner	368.96
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574862 Folders/Pens/Tape	49.89
Total 1104528 · Office Supplies					618.92
1104533 · Printing					
Check	08/09/2022	147780	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 796384 Copy Charges July	25.86
Total 1104533 · Printing					25.86
1104535 · Travel					
Check	08/09/2022	147793	Conway, Megan A	Mileage Reimbursement 7/25/22	36.88
Total 1104535 · Travel					36.88
1104536 · Education & Training					
Check	08/09/2022	147822	Sposito, Florence M	Basset Training 8/1	9.95
Total 1104536 · Education & Training					9.95
1104538 · Community Affairs					
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	450.00
Total 1104538 · Community Affairs					450.00
1104542 · Senior Home Care Pilot Program					
Check	08/02/2022	147765	Illinois Department of Public Health	Home Services Agency License Renewal	1,500.00
Check	08/02/2022	147771	Wells, Kathleen	Home Care Visit Mileage Reimbursement July	52.06
Check	08/12/2022	147945	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement 6/15-8/5	57.75
Check	08/12/2022	147946	Lloyd, Renee A.	Home Care Visit Mileage Reimbursement 7/27-8/1	15.69
Total 1104542 · Senior Home Care Pilot Program					1,625.50
Total 1104ADM · Administration					8,297.46
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	08/02/2022	147772	Get Fresh Produce, Inc	Congregate Food	285.36
Check	08/09/2022	147796	Get Fresh Produce, Inc	Congregate Food	536.00
Check	08/09/2022	147798	Gordon Food Service	Congregate Food	1,390.43
Total 1105551 · Congregate Food					2,211.79
1105553 · Congregate Supplies					
Check	08/09/2022	147796	Get Fresh Produce, Inc	Congregate Supplies	168.59
Check	08/09/2022	147798	Gordon Food Service	Congregate Supplies	19.32
Check	08/09/2022	147832	West Pier Laundry Streamwood	Inv# 3277 Laundry Service Dish Towels/Tablecloths	20.50
Total 1105553 · Congregate Supplies					208.41
1105558 · Home Delivered Meals Food					

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Type	Date	Num	Name	Memo	Amount
Check	08/02/2022	147772	Get Fresh Produce, Inc	HDM Food	285.34
Check	08/09/2022	147796	Get Fresh Produce, Inc	HDM Food	536.00
Check	08/09/2022	147798	Gordon Food Service	HDM Food	1,390.43
Check	08/09/2022	147819	Pur Foods LLC dba Mom's Meals	Inv# MM07312022-HT Special Dietary Meals (621) July	4,147.83
Total 1105558 · Home Delivered Meals Food					6,359.60
1105560 · Home Delivered Meals Supplies					
Check	08/09/2022	147796	Get Fresh Produce, Inc	HDM Supplies	168.56
Check	08/09/2022	147798	Gordon Food Service	HDM Supplies	19.31
Check	08/09/2022	147832	West Pier Laundry Streamwood	Inv# 3277 Laundry Service Dish Towels/Tablecloths	20.50
Total 1105560 · Home Delivered Meals Supplies					208.37
Total 1104NUT · Nutrition					8,988.17
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	08/02/2022	147760	Accurate Office Supply Co	Inv# 574216 Tea	6.91
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574508 Coffee	77.16
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574656 Water	16.53
Check	08/09/2022	147797	Giuseppa Crisopulli	In the Kitchen Program Supplies 8/3	87.81
Check	08/09/2022	147798	Gordon Food Service	Program Supplies	78.22
Check	08/09/2022	147799	Hedy Duggan	Inv# 104 Ageless Grace Fitness Class June & July	600.00
Check	08/09/2022	147799	Hedy Duggan	Inv# 105 Ageless Grate Fitness Calsses Aug & Oct	600.00
Check	08/09/2022	147824	Steve Mazurowski	Got Art Artist Reception 8/4/22	250.00
Check	08/12/2022	147949	Dance Alternatives, Inc.	Inv# HTQ32022 Line Dance Classes July-Sept	600.00
Check	08/12/2022	147950	Giuseppa Crisopulli	In the Kitchen Program Supplies 8/10	58.08
Total 1104515 · Programming					2,374.71
1104520 · Volunteer Services					
Check	08/09/2022	147776	Alan Lenoci	Home Delivered Meals Mileage Reimbursement July 2022	103.50
Check	08/09/2022	147794	Dorothy Archer	Home Delivered Meals Mileage Reimbursement July 2022	33.44
Check	08/09/2022	147802	John Allen	Home Delivered Meals Mileage Reimbursement July 2022	22.19
Check	08/09/2022	147809	Lori Knaub	Home Delivered Meals Mileage Reimbursement May-July	109.71
Check	08/09/2022	147811	Marlies Bellos	Home Delivered Meals Mileage Reimbursement 7/5-8/2	108.75
Check	08/09/2022	147828	Verify (XHTSSE)	Inv# 1479728 Background Checks July	88.00
Check	08/12/2022	147940	Lara, Jennifer	Home Delivered Meals Mileage Reimbursement July	3.44
Check	08/12/2022	147941	Larry Piemonte	Home Delivered Meals Mileage Reimbursement July 2022	39.44
Check	08/12/2022	147942	Phil Roth	Home Delivered Meals Mileage Reimbursement 7/15-8/8	45.63
Check	08/12/2022	147951	Charles Valerio	Home Delivered Meals Mileage Reimbursement 8/4-8/11	15.63
Total 1104520 · Volunteer Services					569.73
1104532 · Visual Arts					
Check	08/12/2022	147948	Krall, Marianne	Art Class Paper Towels/GlazeTable Covers/Snacks	270.94
Total 1104532 · Visual Arts					270.94
1104540 · Program Training					

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Type	Date	Num	Name	Memo	Amount
Check	08/09/2022	147825	Thomason, Charlene M	Basset Training 8/1	9.95
Total 1104540 · Program Training					9.95
Total 1104PRO · Enrichment Programs					3,225.33
1104SOC · Social Services					
1104564 · Senior Health Ins Program					
Check	08/09/2022	147775	Accurate Office Supply Co	Inv# 574485 Ink (20)/Folders/Batteries/Pens	1,346.03
Total 1104564 · Senior Health Ins Program					1,346.03
Total 1104SOC · Social Services					1,346.03
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	08/02/2022	147763	Complete Fleet Services Inc.	Inv# 37159 Ball Joints/Safety Inspection/Brakes/Lamp Replacements	2,028.53
Check	08/02/2022	147770	Ultimate Spray-N-Wash Inc	Inv# 38220 Vehicle Washes (6)	300.00
Check	08/09/2022	147795	Forrest Auto Body	RO# 5779 Body Damage Repair	1,490.47
Check	08/09/2022	147803	Kammes Auto & Truck Repair, Inc.	Inv# 138101 AC/Transmission Leak	1,143.51
Check	08/09/2022	147803	Kammes Auto & Truck Repair, Inc.	Inv# 138298 Oil Changes/Heater Valves	524.46
Check	08/09/2022	147803	Kammes Auto & Truck Repair, Inc.	Inv# 138389 Parking Brake Repair	460.55
Check	08/09/2022	147803	Kammes Auto & Truck Repair, Inc.	Inv# 138452 State inspection	40.00
Total 1104518 · Vehicle Maintenance					5,987.52
1104553 · Uniforms					
Check	08/12/2022	147954	Cintas #22	Inv# 1903159139 Uniform Sweatshirt	32.84
Total 1104553 · Uniforms					32.84
Total 1104TRN · Transportation					6,020.36
Total 1104 · Aging Services - Expenditures					27,877.35
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024205 · Travel & Training					
Check	08/09/2022	147810	Lori Orozco	Mileage Reimbursement July 2022	8.88
Total 2024205 · Travel & Training					8.88
2024213 · Community Affairs					
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	175.00
Total 2024213 · Community Affairs					175.00
2024507 · Professional Services					
Check	08/09/2022	147827	Verify (XHANGA)	Inv# 1479716 Background Checks July	54.00
Total 2024507 · Professional Services					54.00

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Type	Date	Num	Name	Memo	Amount
2024511 · Phone and Internet					
Check	08/09/2022	147786	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 7/25-8/24	238.51
Total 2024511 · Phone and Internet					238.51
Total 2024ADM · Administration					476.39
2024HOM · Home Relief					
2024102 · Rent					
Check	08/09/2022	6132	Spring Lakes Estates	August 2022 Rent	740.00
Check	08/09/2022	6140	Nature Homes of the Meadows HOA	August 2022 Rent	275.00
Check	08/09/2022	6138	Shellpoint	August 2022 Rent	497.54
Total 2024102 · Rent					1,512.54
2024105 · Personal Essentials					
Check	08/09/2022	6133	Walmart	Personal Essentials August 2022	31.45
Check	08/09/2022	6133	Walmart	Personal Essentials August 2022	150.00
Check	08/09/2022	6139	Walmart	Personal Essentials August 2022	94.75
Check	08/09/2022	6139	Walmart	Personal Essentials August 2022	150.00
Total 2024105 · Personal Essentials					426.20
2024119 · Emergency Assistance					
Check	08/09/2022	6134	Com Ed GA Home Relief	Emergency Assistance	244.81
Check	08/09/2022	6135	NICOR GA Home Relief	Emergency Assistance	443.01
Check	08/09/2022	6136	Village of Streamwood	Emergency Assistance	484.03
Total 2024119 · Emergency Assistance					1,171.85
Total 2024HOM · Home Relief					3,110.59
202PAN · Pantry					
1014161 · Utilities					
Check	08/09/2022	147788	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 7/5-8/3	436.42
Check	08/09/2022	147815	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 6/15-7/15	50.21
Check	08/09/2022	147816	Nicor 75	Acct# 75-08-57-1000 4 (Meter 2) Monthly Charges 6/15-7/14	50.50
Check	08/09/2022	147831	Village of Hanover Park	Acct 3940-001 Water/Sewer 7/26	41.34
Total 1014161 · Utilities					578.47
Total 202PAN · Pantry					578.47
Total 2024 · Human Services - Expenditures					4,165.45
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034709 · Uniforms & Safety Equipment					
Check	08/09/2022	147778	Bartlett Sports	Inv# 6163 Uniforms for Seasonal Staff (10)	127.50
Total 3034709 · Uniforms & Safety Equipment					127.50

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Type	Date	Num	Name	Memo	Amount
3034711 · Utilities					
Check	08/09/2022	147790	Com Ed 039	Acct# 7826007039 Monthly Charges 7/1-8/2	146.57
Check	08/09/2022	147792	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 7/1-8/2	271.36
Total 3034711 · Utilities					417.93
Total 3034ADM · Administration					545.43
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	08/09/2022	147821	Russo Power Equipment	Inv# SPI11179678 Slider Bolt for Roads Hedge Trimmer Repair	2.00
Check	08/09/2022	147834	The Home Depot	Measuring Tape and Materials	35.56
Check	08/09/2022	147834	The Home Depot	Grass Seed	73.94
Check	08/09/2022	147834	The Home Depot	Garage Repair & Supplies	52.63
Check	08/09/2022	147834	The Home Depot	Shovels	99.90
Check	08/12/2022	147957	Motorola Solutions Inc	Inv# 6712820220706 Monthly Communication Fee	88.00
Total 3034602 · Operating Supplies & Materials					352.03
3034610 · Street Lighting					
Check	08/09/2022	147784	Com Ed 051	Acct# 5619024051 Monthly Charges 6/28-7/28	21.72
Check	08/09/2022	147791	Com Ed 076	Acct# 7742763076 Monthly Charges 7/1-8/2	92.60
Total 3034610 · Street Lighting					114.32
Total 3034ROD · Road Maintenance					466.35
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	08/09/2022	147820	Ralph Helm, Inc	Inv# 359632 Roads Lawn Mower Repair Parts	217.02
Total 3034609 · Maintenance Vehicles & Equip					217.02
Total 303EQM · Equipment					217.02
Total 3034 · Road Maintenance - Expenditures					1,228.80
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054540 · Special Events					
Check	08/12/2022	147965	The Fun Ones	Fall Food truck Festival Games	355.00
Total 5054540 · Special Events					355.00
Total 5054ADM · Administration					355.00
Total 5054 · Mental Health - Expenditures					355.00
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	08/09/2022	147817	Pace	Inv# 608420 Bus Lease	100.00

Hanover Township Board Audit Report

August 2 - 15, 2022

Type	Date	Num	Name	Memo	Amount
Check	08/09/2022	147817	Pace	Inv# 608429 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	08/02/2022	147759	West Bond Mutual Insurance Company	Bond# 2521777 Public Improvement Bond - Tiknis Campus Expansion Pro...	16,005.00
Check	08/09/2022	147773	FGM Architects	Inv# 21-3142.01-6 ESHQ Architect Fees April-July	13,806.09
Total 8084414 · Emergency Services Station					29,811.09
8084420 · Izaak Walton Ctr Improvements					
Check	08/09/2022	147800	Hitchcock Design Group	Inv# 28508 Izaak Walton Reserve - Final Design	89.13
Total 8084420 · Izaak Walton Ctr Improvements					89.13
8084425 · Building & Perm Improvements					
Check	08/09/2022	147781	Black Pearl Sealcoating Inc	Inv# 22-2976 Resealing IWC Parking Lot	2,350.00
Check	08/09/2022	147834	The Home Depot	Town Kitchen Renovation Countertop	240.64
Check	08/09/2022	147834	The Home Depot	Town Kitchen Renovation Supplies	7.57
Check	08/09/2022	147834	The Home Depot	Town Kitchen Renovation Floor Tiles	353.51
Check	08/09/2022	147834	The Home Depot	Town Kitchen Renovation Shelves	74.75
Check	08/09/2022	147834	The Home Depot	Town Kitchen Renovation Paint	175.30
Total 8084425 · Building & Perm Improvements					3,201.77
Total 8084 · Capital Projects - Expenditures					33,101.99
TOTAL					139,255.56



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

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

Others present were Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Community Health Director Kristen Smith, Emergency Services Director Mike Crews, Youth and Family Services Director Tina Houdek, Human Services Director Mary Jo Imperato, Facilities and Road Maintenance Director Caleb Hansen, Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Match, and Attorney Mike Airdo. Village of Streamwood Trustee Mike Baumer was also present.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Public Comment: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board.
- IV. Reports:
 - A. Supervisor's Report: Supervisor McGuire offered no report at this time.
 - B. Clerk's Report: Clerk Dolan Baumer offered no report at this time.
 - C. Assessor's Report: Assessor Moinuddin offered no report at this time.
 - D. Trustee Liaison Committee Reports: Trustees offered no reports at this time.
 - E. Department Reports: Reports were submitted for review and consideration by the Board; highlights included Director Smith noting that her staff is out at National Night Out in Bartlett representing the Township. The next Red Cross Blood Drive would be held on September 7. The department is offering CPR certification and Epi pen training to Youth and Family Services staff. 533 cases of Monkey Pox have been reported in Illinois; Open Door Clinic is offering vaccines. COVID rates have continued to climb in Cook County; a new vaccine is available, and the department has home test kits available. With thanks to Administrative Assistant Match for compiling the FY23 budget, Assistant Administrator Vana reported that it is ready to submit for filing. Manager Teachout noted that Centro de Informacion is still looking for a new home. Director Conway noted that Got Art is ongoing for the month of August. Nutrition services weekend meals are up, due most likely to the switch from frozen to fresh meals. She reminded everyone that the Senior Center building is a cooling center. State licenses are up for renewal for the In-Home Care program. The Senior Citizens Services Committee netted \$300 on their last fundraiser. The Naomi Walters-Lenoci Reserve storyboard would be unveiled on August 27 at 9 a.m. Director Houdek reported that Ms Amy Sears is the new intern from Roosevelt University. She reported on a variety of upcoming family and youth functions for August. She also noted that 414 people were served lunch this summer at the Izaak Walton Center. Tutoring opens September 27 and runs for ten weeks. The department would be offering mental health screenings during the Just for the Health of It health fair this September. Director Imperator reported that Ms Sara Contreras accepted a position and will start on August 8. Walmart has granted \$1000 to the Township food pantry, with a donation ceremony on October 18. Tony's Fresh Market of Hanover Park and Aldi in Streamwood have signed on as direct connect partners for the food pantry, joining Jewel Food of Bartlett. 845 backpacks have been requested by Township residents; 167 have been requested from outside the Township. Director Crews reported that the unit assisted at 35 separate events in July, ending with Streamwood Summer Celebration. The director received a thank you note from the Elgin Police Chief for their

assistance this past month. Elgin Fire has agreed to allow the unit to work on salvage drills with their department. Director Hanson thanked staff member Chris Cane who managed the entire Township's needs during the time that the Facilities and Road Maintenance staff was out due to a flare up of COVID in July. Thanks to Manager Rick Nelson who also contributed, even while quarantined. The Veterans Hall sound system is scheduled to be completed by early September. Concrete curb repairs are scheduled this summer and fall for Bridlewood Estates, Chapel Creek, and the Rolling Knolls subdivisions, as well as Rohrsen Road. Director Kuttentburg was out with COVID, but Administrator Barr reminded everyone to respond to his email regarding the fall conference of Township Officials of Illinois in November. September 1 would be the ground breaking for Hanover Landing – details to come.

- VI. Bill Paying: Mr. Barr presented the bills for payment from July 19, 2022 through August 1, 2022 as follows:

a.	Town	64,107.18
b.	Senior Services	34,590.25
c.	General Assistance	14,511.00
d.	Road Maintenance	10,574.83
e.	Mental Health Board	22,924.90
f.	Capital	<u>31,688.76</u>
	Total	<u>\$178,396.92</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from July 19, 2022 through August 1, 2022. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

- VII. Unfinished Business: No unfinished business was brought forward.

- VIII. New Business:

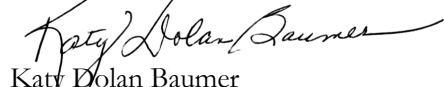
- A. Meeting Minutes of July 19, 2022: Trustee Bettie moved that the Board approve the meeting minutes of July 19 2022 as presented by Clerk Dolan Baumer; Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of July 19, 2022: Trustee Martinez moved that the Board approve the executive session minutes of July 19 2022 as presented by Clerk Dolan Baumer; Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- C. Appointment to the Mental Health Board: Trustee Beattie moved that the Board concur with the Supervisor's appointment of Ms Michelle Zajac Esquivel as a member of the Mental Health Board; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- D. Removal of a Member from the Committee on Youth: Trustee Beattie moved that the Board approve the removal of Committee on Youth member, Ms Jennifer de Lao (nonattendance); motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- E. Consideration of Youth and Family Services Programing: Administrator Barr presented a memo outlining the Youth and Family Services programming efforts since the presentation and report earlier this year and requested that the Board approve continuing the new programming at the Izaak Walton Youth Center, and other strategic initiatives that were brought forward at that time. Trustee Beattie moved that the Board concur with staff's recommendation for the future programming efforts as outlined and presented by Youth and Family Services; Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried.

- IX. Executive Session: Trustee Martinez moved that the Board adjourn into Executive Session pursuant to §2c11 (Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act. Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Nays: None. Motion carried. The Board adjourned to the lower level at 7:35 p.m.

The Board members returned to the regular session of the Board meeting and Supervisor McGuire called the meeting back to order at 7:44 p.m. Present by roll call were Trustees Beattie and Martinez and Supervisor McGuire; absent were Trustees Camacho and Essick.

- X. Other Business: Ms Nancy Coleman of Alignment Collaboration for Education (ACE) would be attending our first meeting in September to give the Board an update of the group, and the In-Home Care program would be the topic for the Workshop that night, as well.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:48 p.m. was made by Trustee Martinez and seconded by Trustee Martinez, followed by a roll call vote. Ayes: Trustees Beattie and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

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

RESOLUTION _____

**A RESOLUTION
TO EXTEND THE PROGRAM TO PROVIDE NON-MEDICAL HOME SERVICES TO
RESIDENTS OF HANOVER TOWNSHIP**

WHEREAS, on September 7, 2021, the Supervisor and Board of Trustees (collectively, “the Board”) of Hanover Township, Cook County, Illinois (the “Township”), approved Hanover Township Resolution #09-07-21-1, “A Resolution to Approve a Pilot Program to Provide Non-Medical Home Services to Residents of Hanover Township”; and

WHEREAS, pursuant to Hanover Township Resolution #09-07-21-1, the Board established a home services pilot program (the “Home Services Program”), under the auspices of and licensing by the Illinois Department of Public Health in accordance with the Home Health, Home Services, and Home Nursing Agency Licensing Act (the “Act”), 210 ILCS 55/1 *et seq.*, and 77 Ill. Admin. Code § 245.10 *et seq.* (the “Code”); and

WHEREAS, the Board finds that it is in the best interest of the Township and deems it advisable to extend the Home Services Program to continue providing non-medical home services to assist residents of the Township over the age of fifty-five (55) to remain in their homes as provided herein and in accordance with the Act and the Code; and

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

SECTION ONE: INCORPORATION OF RECITALS. The foregoing recitals are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: APPROVAL AND DURATION. The Home Services Program is hereby authorized and approved according to the terms and conditions set forth in

this Resolution. The Home Services Program shall exist on a continuing basis, unless and until the Board determines to suspend or discontinue the Home Services Program.

SECTION THREE: OPERATION AND ADMINISTRATION.

(a) The Hanover Township Office of Community Health and the Hanover Township Department of Aging Services shall operate and administer the Home Services Program in accordance with the Act and the Code, subject to the direction and control of the Township Administrator, who shall designate a person to supervise the provision of services under the Home Services Program, as required by 77 Ill. Admin. Code § 245.30(f)(1).

(b) The Township Administrator, or his designee(s), shall follow all applicable existing Township policies and procedures, and shall adopt and revise, as needed, additional policies and procedures for the operation and administration of the Home Services Program, as required by 77 Ill. Admin. Code § 245.30(a)(3).

(c) The Township Administrator, or his designee(s), is hereby authorized to execute on behalf of the Township the contracts for services required by 77 Ill. Admin. Code § 245.220 and approved by the Illinois Department of Public Health for the Home Services Program.

(d) The Township Administrator, or his designee(s), shall from time-to-time present reports on the Home Services Program to the Board and other governmental bodies and individuals as directed by the Township Supervisor.

SECTION FOUR: OFFICE FACILITIES. The Board shall provide and maintain for the Home Services Program an office facility adequately equipped for efficient work and confidentiality of client records, and that provides a safe working environment in compliance with local ordinances and fire regulations, in accordance with 77 Ill. Admin. Code § 245.30(a)(6).

SECTION FIVE: 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 a section, paragraph, or provision shall not affect any remaining provisions of this Resolution.

SECTION SIX: 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 in conflict or inconsistent with this Resolution.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: August 16, 2022

APPROVED: August 16, 2022

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

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 August 16, 2022, and approved on August 16, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



Memorandum

Date: August 11, 2022

To: Hanover Township Board

Cc: James Barr, Township Administrator

From: Caleb Hanson, Director of Facilities and Road Maintenance

Re: Road Maintenance Vehicle Purchase

The Facilities and Road Maintenance Department maintenance vehicle is scheduled for replacement during the current fiscal year as part of the Township's annual vehicle replacement program. The facilities division vehicle is primarily used by Facilities Maintenance staff to tow landscaping equipment, move material and tools to off campus facilities for maintenance responsibilities, and snow removal tasks.

The new vehicle will be an addition to the Department of Facilities and Road Maintenance fleet. Originally scheduled as a replacement vehicle, per the vehicle replacement program, but due to expanded responsibilities and staff within the department, an additional vehicle was requested instead of a replacement for the 2013 Ford F-250 Super Duty originally scheduled for replacement.

The new vehicle requested is a 2022 Ford Super Duty Pickup with the quote obtained through the State of Illinois Joint Purchasing contract through Marrow Brothers Ford in Greenfield IL. The quote includes the vehicle, towing package with trailer brake controls, plow package with Western 8' MVP plow, 16" amber light bar to meet IDOT requirements, title, and delivery. The total quote is in the amount of \$48,750.00. This price is higher than budgeted due to manufacturing increases and supply chain issues. With the overbudget amount, additional information was requested from a private dealer as an option. The private dealer would not quote as they were not expecting to receive stock for up to a year from the request. Staff estimates that lettering on the vehicle will cost an additional \$150 - \$200.

Attached is the quote from Marrow Brothers Ford, Greenfield, Illinois. As the Director of Facilities and Road Maintenance, I recommend the Township Board authorize the purchase of the 2022 Ford F-250 Chassis 4x4 SD Super Cab from the Illinois Joint Purchasing contract from Marrow Brothers Ford in the net amount of \$48,750.00. Please let me know if I can provide any additional information. Thank you for your consideration.



WWW.MORROWBROTHERSFORDINC.COM

1242 Main Street • GREENFIELD IL 62044

(217) 368-3037 • Fax (217) 368-3517 • Toll free 1-877-368-3038

August 11, 2022

Caleb Hanson

Hanover Township

630-483-5678

Pre-Ordered 2022 Ford Super Duty Pickup Trucks

Units are available first come first serve and include the following:

Vinyl 40/20/40 Seating, 6.2L V8 Gasoline Engine, Automatic Transmission
Shift on Fly 4x4, Front Tow Hooks, Hour Meter, Daytime Running Lights
Vinyl Floor Covering, Air Conditioning, AM/FM/MP3 Stereo, Back-Up Camera
Bluetooth Hands Free Communications, Power Windows/Locks/Mirrors
Trailer Tow Mirrors w/ Heated Glass, Remote Keyless Entry, Cruise Control
Tilt/Telescoping Steering Column, H.D. Alternator, Dual H.D. Batteries
E-Locking Rear Axle, H.D. Front & Rear Suspension, All-Terrain Tires
Tow Package w/ Receiver Hitch Trailer Wiring 7/4 Pin Connector
All other standard equipment including the below listed options.

F250 4x4 Regular Cab 8' Bed

Exterior Color: HX Antimatter Blue (replacement for blue jeans)

Trailer Brake Controller

Grip Strut Running Boards

16" LED Mini Lightbar

2 Keys w/ Remotes

New M License and Title

Delivery to Hanover Township

Western 8' 6" MVP Plow

Illinois Government Price \$48,740.00

Customer acceptance and approval to order per the above specifications:

Signature: _____ Date: _____ PO: _____

Please submit this form along with your purchase order and a copy of your Illinois Tax Exempt Letter.