



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
September 20th, 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. Veterans Honor Roll WT3C Laddie Strezo
- 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 September 6, 2022
 - B. Resolution Declaring September 19 to 25 as Rail Safety Week
 - C. Appointment to the Committee on Youth
 - D. Consideration of Sherwood Oaks Resident Request
- IX. Executive Session
- X. Other Business
- XI. Adjournment



HANOVER TOWNSHIP

VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO
HAVE SERVED US SO VALIANTLY**

NAME: Laddie Strez0 (deceased)
ADDRESS: 412 East Shagbark lane
CITY/ZIP CODE: Streamwood, IL 60107
PHONE #: 630-797-6978 - Jay Strez0 (Daughter)
DATE OF BIRTH: April 11, 1920
BRANCH OF SERVICE: Navy
HIGHEST RANK ATTAINED: WT3c Watertender 3rd Class T6
YEARS OF SERVICE: FROM 10-23-42 TO 12-15-45
MEDALS AWARDED OR OTHER CITATIONS:
Service # 725-61-02
INJURIES: _____

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

Brian P. McGuire

Supervisor

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2022
<i>Passports</i>	378	336	1,657	1,805
Photo fees	\$3,660	\$3,380	\$16,520	\$17,780
Fee deposits	\$13,765	\$12,955	\$62,435	\$71,085
<i>Fishing/Hunting licenses</i>	0	3	26	34
<i>Handicap Placards</i>	22	19	114	76
<i>Human Resources Requests</i>	141	119	675	630
<i>New Employee Orientations</i>	2	2	22	14
<i>Technology work orders</i>	47	55	235	263
<i>Resident Contacts</i>	2,602	2,397	10,692	10,447
<i>Percent of Budget Expended</i> (100% of year)	4.7%	4.8%	27.1%	23.5%

*COVID-19 partial closure

Department Highlights

- The Annual All Staff Picnic was held on August 17 outside of the Senior Center. Approximately 65 employees attended the annual employee appreciation event. During the event employees participated in several games and competitions, including a raffle, trivia, “Who’s that Baby?” photo guessing game, and a hula hoop competition.
- Township Administrator Barr and Assistant Township Administrator Vana participated in a new Mental Health Board Member orientation with Mental Health Board Manager Teachout and new Mental Health Board Member Michelle Esquivel on August 11.
- The Resident Services Office in Town Hall began renovations on August 31. Flooring was replaced throughout the Resident Services suite, including the Mental Health Board office, and painted. Resident Services was temporarily operating out of Downey Hall during the renovation to avoid disruption of daily operations.
- Assistant Township Administrator Vana continues to work closely with ProxIT, the Township’s information technology provider, to complete an audit of Township equipment and will begin annual computer replacements this fall.
- Human Resources Manager Callahan completed 2 new hire orientations: Ysabelle Sales (Youth & Family Services) and Sara Contreras (Human Services).
- Human Resources Manager Callahan and Director Houdek participated in first round interviews for the Clinical Manager position.
- Human Resources Manager Callahan, Prevention Services Manager Dickinson, and Program Coordinator Miguel participated in first round interviews for the Youth Program Assistant position.
- Director Conway, Nutrition Manager Perri, and Human Resources Manager Callahan participated in first round interviews for Nutrition Assistant.
- Human Resources Manager Callahan and retired Emergency Services Commander Simandl secured Stop the Bleed training for Township staff. 20 employees 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 August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2022
<i>Programming Division</i>				
Planned programs	229	159	1,071	636
Participants	1,284	817	6,316	3,035
Participants (unduplicated)	521	247	1,336	403
Wait listed (unduplicated)	23	42	69	145
Art & Computer classes	35	28	145	210
Art & Computer class participants	202	145	979	892
New volunteers	3	3	20	13
Total volunteers (unduplicated)	125	84	165	115
Volunteer hours reported	1,638	954	7,020	3,769
<i>Nutrition Division</i>				
Meals Served	1,864	1,429	7,838	6,207
Meals delivered by volunteers	3,168	2,615	15,210	13,079
<i>Social Services Division</i>				
Clients served (unduplicated)	179	171	266	513
Clients served (duplicated)	1,372	274	2,478	1,143
Energy Assistance	21	9	88	39
Prescription drugs & health insurance assistance	102	110	505	576
Social Service programs	9	17	55	65
Social Service program participants	105	98	552	340
Lending Closet transactions	134	127	618	570
<i>Transportation Division</i>				
One way rides given	1,033	949	4,781	4,430
Individuals served (unduplicated)	118	99	190	169
New riders	15	15	190	169
Unmet requests for rides	48	10	110	99

Department Highlights

- The department led a full trip to the Chicago White Sox game on August 3. Trips to the Greek Islands for a Lunch Bunch and Lake Geneva for a Mail Boat tour were also filled to capacity.
- Director Conway and Home Care Coordinator Lloyd attended Stop the Bleed training on August 3.
- The annual Got Art? Artist Reception was held on August 4 and welcomed over 100 guests to view the works and meet with artists. The exhibit featured 62 artists who contributed 254 works.
- Social Services Manager Gomez attended the Mental Health Board funded agency meeting on August 10.
- A concert with Mark Dvorak on August 11 for 19 individuals resulted in an article in the *Daily Herald*.
- The Social Services division began scheduling appointments for the annual Low Income Home Energy Assistance Program on August 18. The program will begin September 1.
- A dedication ceremony for the Naomi Walters-Lenoci Reserve Storyboard, two memorial benches in honor of Joseph Lenoci and a memorial tree in honor of Susan Walters Price was held on August 27. Many thanks to all who attended and supported the event.
- Social Services Manager Gomez and Program Manager Perrone attended the Elderwerks Aging Better Expo on August 31 connecting with many older adults and other vendors.

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

OFFICE OF THE ASSESSOR



Report for August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2021
<i>Administration</i>				
Office visits	387	236	1,217	721
Building permits processed	944	493	2,766	2,732
Change of Name	4	7	10	18
Property tax appeals	216	108	590	211
Certificate of Errors	49	190	182	273
Property location updates	0	1	0	2
Sales Recording	493	659	1,681	1,496
New owner mailing	285	0	894	450
<i>Exemptions</i>				
Homeowner exemptions	45	53	98	74
Senior homeowner exemptions	67	51	161	79
Senior Freeze exemptions	40	73	129	102
Disabled Veteran exemptions	1	4	18	8
Disabled person exemptions	20	9	35	12
Miscellaneous exemptions	5	1	10	12

Department Highlights

- Extended Tuesday hours and provided assistance to 2 visitors after 4:30 pm in August.
- The total number of email addresses on the Assessor's Office contact list is 3,543. In August, 43 new emails contacts were added.
- The 2020 delinquent tax sale is scheduled for November 2022.
- Tax year 2022 is Hanover Township's reassessment. Assessor appeals opened July 8 and ended August 8, 2022. The county asked that all appeals be filed online.
- On August 3-4, Chief Deputy Glascott attended a continuing education class, Legal Descriptions for Assessors.
- On August 6, Chief Deputy Glascott attended the Izaak Walton Reserve ribbon cutting ceremony.
- On August 22-23, Assessing Specialist Silverstein attended and passed a class, Introduction to Assessments in Illinois.
- On August 26, Chief Deputy Glascott attended the Cook County Township Assessors meeting.
- Chief Deputy Glascott attended the Walters-Lenoci Reserve dedication on August 27.

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 August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2021
<i>Website Visits (total)</i>	8,199	8,479	37,470	35,143
<i>Website Visits (unique)</i>	5,674	6,170	27,758	24,615
<i>Facebook Followers (new and total FYTD)</i>	43	44	5,152	4,779
<i>Facebook Reach</i>	22,842	48,525	96,131	111,620
<i>Twitter Followers (new and total FYTD)</i>	11	5	1,386	1,329
<i>Twitter Impressions (new and total FYTD)</i>	5,613	N/A	35,637	N/A
<i>YouTube Views</i>	2,741	221	14,784	1,604
<i>Media Releases</i>	4	4	19	19

Department Highlights:

- Department staff attended the National Night Out celebration at the Izaak Walton Reserve on August 2.
- Director Kuttenberg joined staff from Commissioner Morrison's office and Cook County Assistant State's Attorneys on August 5 to discuss potential solutions for an unincorporated tree issue.
- The Office of Community Affairs coordinated the August 5 ribbon cutting ceremony for the Izaak Walton Reserve. Final grant paperwork is being compiled and reviewed for final submittal to the Illinois Department of Natural Resources to obtain the balance of the grant monies.
- Director Kuttenberg participated in the Metropolitan Township Association's August 17 virtual training offered by attorney John Redlingshager on the Decennial Committees / SB3789.
- The Office of Community Affairs helped to coordinate and attended the August 27 dedication at Naomi Walters-Lenoci Reserve.
- Director Kuttenberg joined Director Hanson in reviewing the Hanover Landing construction site on August 31 for the groundbreaking ceremony on September 1.
- Throughout August, department staff participated in planning and update meetings for the Fall Food Truck Festival and the Township's permanent supportive housing initiative, Hanover Landing.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2021
<i>Appointments</i>				
ProTimes	6	4	28	29
TB skin test	6	6	14	15
Cholesterol	4	1	52	7
Pharmaceutical Assistance Programs	0	0	1	1
Miscellaneous labs	9	9	48	33
Wellness Screening (BP, diabetes, anemia)	57	8	286	36
Other*	88	68	428	173
<i>Clinic Clients</i>				
Senior Center/ home visits	116	95	603	288
Astor Avenue	19	0	96	2
Offsite clinics	36	0	118	0
Total clients (unduplicated)	52	46	372	162
<i>Public Education & Health Promotion</i>				
Media coverage	1	0	6	0
Informational seminars/Program	5	4	25	16
Program Participants	47	127	628	1,147*
<i>Primary Care Provider Support</i>	3	0	7	5

* Includes individuals who were vaccinated at the COVID vaccine clinic

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 9 home visits for residents in the month of August.
- Director Smith and Community Health Nurse Kramer performed 17 rapid antigen COVID tests in the month of August.
- Community Health Nurse Kramer attended Bartlett's National Night Out on August 2 and provided information to attendees on the programs and services the Township offers.
- Director Smith, Community Health Nurse Kramer, and Community Health Assistant Tyrrell attended a "Stop the Bleed" training on August 3.
- Director Smith and Community Health Nurse Kramer certified 7 Youth and Family Services employees in Heartsaver CPR on August 8.
- Director Smith and Community Health Nurse Kramer provided bloodborne pathogen and epipen training for 7 Youth and Family Services employees on August 11.
- The Office of Community Health hosted Vein Specialists of Illinois on August 12, who provided free varicose vein screenings for 11 residents.
- Community Health Nurse Kramer provided free preventative wellness screenings for 15 residents at the Poplar Creek Library on August 22.
- Director Smith and Community Health Nurse Kramer hosted UIC nursing students on August 31 and provided a tour of the Senior Center and held a question & answer session with students to educate them on the scope of practice and services that community health nurses provide in a public health setting.

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 August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2022	FYTD 2021
<i>Hours</i>				
Volunteer Detail Hours	414	765	3,809	2,953
Volunteer Work Hours	130	123	549	825
Volunteer Training Hours	169	300	966	853
<i>Total Volunteer Hours</i>	713	1,188	5,324	4,631
<i>Details</i>				
Emergency Call Outs	18	12	67	34
Safety Patrols	1	3	6	11
Township Sponsored Events	4	5	8	5
Other Community Events	0	0	0	1
Miscellaneous	0	0	0	2
<i>Total Details</i>	23	20	81	53

Department Highlights

- HTES officers responded to a structural fire in Elgin on August 3 and provided hose management.
- HTES officers responded to a structural fire in Hoffman Estates on August 11.
- HTES officers responded to a structural fire in Streamwood on August 16.
- HTES officers responded to a structural fire in Elgin on August 16.
- HTES officers responded to a structural fire in Elgin on August 18 and provided decontamination.
- HTES officers responded to a structural fire in Bartlett on August 20 and provided aerial footage and hose management.
- HTES officers responded to a structural fire in Schaumburg on August 20.
- HTES officers provided traffic management in Hoffman Estates from a vehicle accident on August 21.
- HTES officers responded to a structural fire in Carpentersville on August 22.
- HTES officers responded to a structural fire in Hanover Park on August 23.
- HTES officers responded to a structural fire in Hanover Park on August 26.
- HTES officers provided traffic management in Elgin from a vehicle accident on August 26.
- HTES officers provided traffic management in Streamwood from a vehicle accident on August 26.
- HTES officers responded for weather spotting on August 28.
- HTES officers responded for weather spotting on August 29.
- HTES officers responded to a structural fire in Bartlett on August 29.
- HTES officers responded to a structural fire in Hanover Park on August 31.
- HTES officers were dispatched to a search and rescue in Plainfield on August 31.
- Director Crews met with the Pingree Grove and East Dundee dive teams to discuss training on August 22.

Hanover Township Mission Statement:

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2021
<i>Administration</i>				
Vehicle service calls	2	1	11	7
Work orders	438	403	1,961	1,688
Event set-ups/tear downs	164	105	709	347
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,025	5,838	25,695	25,180
Town Hall	9,180	11,340	43,200	46,200
Senior Center	48,730	40,993	207,847	175,996
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0.00*	0.00*	348.09	276.65
Town Hall	9.43	10.49	1,075.15	863.57
Senior Center	1,433.36	696.70	7,523.86	5,145.24
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	0	0

*No therm/ furnace usage due to warm weather.

Department Highlights

- Director Hanson met with Assistant Township Administrator Vana to discuss scope of work, design, and select materials for the Resident Services office renovation. Included in the scope of work was existing carpet removal, new vinyl plank flooring, repair to existing drywall and painting the entire space. The Mental Health Board Manager office was also included in carpet removal and flooring replacement.
- Maintenance Associate Forkin assisted with the setup, breakdown, and event staffing for the Veteran Service's Freedom Car Show.
- Facilities staff continues twice daily disinfecting of all facilities as part of department coronavirus precautions.
- Facilities and Road Maintenance staff combined, provided approximately 120 man-hours in cleanup, landscaping, and power washing at the Izaak Walton Youth Center and Reserve in preparation for the OSLAD Grant Project ribbon cutting ceremony.
- Operations Manager Rick Nelson received a certificate of recognition from the Senior Citizen Services Committee for his outstanding commitment to the senior residents of Hanover Township.
- Facilities and Road Maintenance staff completed the August Brush Pickup Program with a total of 36 tons of mulch collected and distributed to Township residents or used on Township reserves.
- Director Hanson met with Township Administrator Barr, Youth and family Services Director Houdek, and Prevention Services Manager Dickerson to address and discuss solutions to ongoing Izaak Walton Youth Center and Reserve rental issues.
- Director Hanson met and toured all facilities with representatives from AIS to finalize security camera installation. System installation is planned be completed in the month of September.
- Director Hanson inquired and received quotes for Facilities and Roads Maintenance vehicle fleet GPS services. Service will be used to track plow and travel routes throughout the Township to create more fuel, salt, and time efficient routing both for snow removal and department operations.

DEPARTMENT OF HUMAN SERVICES



Report for August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2023	FYTD 2021
<i>General Assistance</i>				
General Assistance clients	9	6	41	37
General Assistance appointments	18	8	71	83
Emergency Assistance appointments	16	17	100	131
Emergency Assistance approved	6	2	24	12
Crisis intake clients	202	145	1,121	790
<i>Veterans' Services</i>				
Office Visits	8	N/A	16	N/A
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	14**	11	122**	116
Financial assistance applications*	3	N/A	29	N/A
<i>Food Pantry</i>				
Served (Households)	1,183	665	5,127	3,035
Unduplicated	594	N/A	1,879	N/A
New applications	16	27	135	97
Food Donations	69	50	519	295
<i>Community Center Walk-Ins</i>	192	58	826	249

* 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

- The Hanover Township Food Pantry was chosen to receive a \$1,000 grant from Walmart. The check has already been received and there will be a presentation ceremony on October 6 at 12:00 pm.
- The Hanover Township Food Pantry was chosen by Tony's Fresh Market in Hanover Park and Aldi Food Stores in Streamwood to have a direct connect partnership. Direct connect partners are provided with refrigerated and frozen items as well as meats, fresh items and personal care items allowing the food pantry to be well stocked at a much lower cost.
- A Food Pantry Special Event sponsored by Knights of Columbus, Mary's Millennium 12801 Ladies Auxiliary was held on August 31 with 97 residents receiving additional food items for Labor Day weekend.
- 1,285 Backpacks were distributed for Back-to-School August 9 thru August 12 at the Astor Avenue Community Center.
- 11 Veterans attended the August Veteran Group and enjoyed the movie "Some Like it Hot" as well as lunch.
- Human Services staff and auxiliary staff successfully completed CEDA's Weatherization training. The program opened August 1.
- Volunteer Employment Specialist Karen Flaxman continues assisting Township residents with employment support.
- 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 August 2022

SERVICE PROVIDED	JULY 2022	JULY 2021	FYTD 2023	FYTD 2021
<i>Grant Funding</i>				
New clients	110	190	1,264	1,481
Ongoing clients	667	795	2,374	2,369
Closed cases	29	18	127	164
Prevention programming presentations	6	56	82	100
Number in audience	32	87	353	274
<i>TIDE</i>				
Participants	27	25	81	27
Rides	141	131	690	499
<i>Resource Center</i>				
Organizations providing services	3	4	3	4
Clients served	27	22	153	30

Department Highlights

- The Mental Health Board met on August 23 and awarded the following:
 - \$15,158 in capital funds to Easterseals DuPage & Fox Valley for an audiometer, which measures degree and type of hearing loss in children.
 - \$11,754 in capital funds to WINGS for waterproofing their transitional home that sits in the Township.
 - \$5,000 in capital funds to Partners for Our Communities for a copy machine and phone installation.
 - \$1,300 in staff development funds to Easterseals DuPage & Fox Valley to attend a training on sensory integration.
 - \$3,000 in staff development funds to Ecker Center for Behavioral Health to provide diversity, crisis intervention, and first aid and CPR training.
 - \$2,999 in staff development funds to Shelter, Inc. to certify one of their staff to provide crisis intervention training.
- Manager Teachout hosted the Funded Agency meeting to discuss the Strategic Plan for the next three years with the agencies and seek feedback.
- Manager Teachout attended the quarterly Association of Community Mental Health Authorities of Illinois' training and business meeting in Bloomington.
- Manager Teachout provided orientation to new Mental Health Board member, Michelle Zajac Esquivel.
- One new TIDE rider was enrolled in August.
- Manager Teachout met with new Executive Director of Children's Advocacy Center of North and Northwest Cook County, Melanie Pignotti.
- Manager Teachout attended the Shelter, Inc Open House for funders and donors in Arlington Heights.
- Manager Teachout participated in monthly Illinois Department of Human Services Community Emergency Services and Supports Act (CESSA) meeting.
- Manager Teachout communicated with all funded agencies the annual funding application deadline.

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 August 2022

SERVICE PROVIDED	AUGUST 2022	AUGUST 2021	FYTD 2022	FYTD 2021
<i>Outreach & Prevention</i>				
Open Gym participants	32**	n/a*	96**	n/a*
Open Gym participants (unduplicated)	104**	n/a*	762**	n/a*
Alternative to Suspension referrals	0	0	151	97
Alternative to Suspension participants	3	24	566	369
Alternative to Suspension participants (unduplicated)	3	21	151	67
<i>Clinical</i>				
Therapy clients	414	374	2,114	1,884
Therapy clients (unduplicated)	133	76	639	428
New clients (unduplicated)	2	4	27	33
Clinical hours	316	361	1,546	1,704
Group session participants	46	40	294	190
<i>Tutoring Participants</i>				
Total	12	11	119	248
Unduplicated	7	11	61	103

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

** Includes Summer Camp participants

Department Highlights:

- Youth and Families Services hosted National Night Out at the Izaak Walton Youth Center on August 2 after a two-year hiatus due to the pandemic. Nearly 50 persons attended the event.
- Youth and Family Services hosted the annual Family Fun Night on August 4 with over 60 persons attending. Thirty backpacks donated by the Department of Human Services were raffled off for youth.
- Director Houdek and Manager Dickinson attended the ribbon cutting event on August 6 for the unveiling of the improvements at the Izaak Walton Reserve.
- Director Houdek, Manager Dickinson and Interim Manager Martinez met with Kevin Seal, Family Engagement Liaison from School District U-46 on August 18 to discuss the Community Partnership Agreements and the new process of beginning the department's school-based programming.
- Manager Dickinson attended Huff Elementary School "Back to School" event on August 18.
- Staff from the department attended Sunnydale School "Back to School" event on August 18.
- On August 19, Director Houdek and Human Resources Manager Callahan conducted an interview for the Clinical Manager position.
- Director Houdek, Manager Dickinson, and Interim Manager Martinez met with Sunnydale Principal Anrea Gaitan-Bustos on August 24 to discuss school-based programming needs.
- Staff attended the AITCOY workshop on August 25 at Oak Park Township on "The Value of Self-Care."
- Director Houdek met with Nancy Roach-Wilder on August 26 to discuss an Elgin Area Optimist International Chapter and how to collaborate.
- Director Houdek attended the dedication of the storyboard at Walters-Lenoci Reserve on August 27.
- Director Houdek, Manager Dickinson, and Interim Manager Martinez met with Principal Demovsky of Bartlett High School on August 30 to begin planning school-based programming for this school year.

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 9/6/22 - 9/19/22

	<u>Total</u>
Total Town Fund	46,077.81
Total Senior Services Fund	20,935.19
Total General Assistance Fund	7,123.62
Total Road Maintenance Fund	3,368.63
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	1,975.65
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	23,129.04
Total All Funds	<u><u>102,609.94</u></u>

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

September 6 - 19, 2022

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	09/16/2022	148379	Rework by ROE	Breakroom Furniture	1,587.50
Total 1014410 · Equipment Purchases					1,587.50
1014430 · Computer Equipment & Software					
Check	09/13/2022	148318	Access 1 Source	Inv# 95551 Time & Attendance Monthly Fee	313.00
Total 1014430 · Computer Equipment & Software					313.00
Total 101CAP · Capital Expenditures					1,900.50
101CHN · Community Health					
1014454 · Travel & Training					
Check	09/06/2022	148227	Kramer, James	Mileage Reimbursement Aug 2022	28.69
Check	09/16/2022	148372	Tyrrell, Sarah J	Mileage Reimbursement July-Aug	28.75
Total 1014454 · Travel & Training					57.44
1014465 · Medical Supplies					
Check	09/16/2022	148378	McKesson Medical Surgical	Inv# 46885274 Hemoglobin A1C Tests	122.42
Total 1014465 · Medical Supplies					122.42
1014491 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,143.28
Total 1014491 · Health Insurance					1,143.28
Total 101CHN · Community Health					1,323.14
101CVA · Community Affairs					
101CMA · Community Relations					
1014608 · Salaries					
Check	09/16/2022	148385	Verify (XHANOV)	Inv# 1487001 Background Checks	18.00
Total 1014608 · Salaries					18.00
1014619 · Office Supplies					
Check	09/13/2022	148342	Kwik Print	Inv# 71762 Creation of Digital Letterhead	25.00
Total 1014619 · Office Supplies					25.00
1014624 · Travel					
Check	09/13/2022	148347	Smith, Celeste	Mileage Reimbursement 8/2-9/1	41.63
Total 1014624 · Travel					41.63
1014627 · Community Affairs					
Check	09/06/2022	148226	Signs by Tomorrow	Inv# 29324 Banners (3)	445.82

Hanover Township Board Audit Report

September 6 - 19, 2022

Type	Date	Num	Name	Memo	Amount
Check	09/13/2022	148347	Smith, Celeste	Township Photo Prints	36.60
Check	09/16/2022	148382	School District U-46	Izaak Walton Reserve Community Music Event	125.00
Total 1014627 · Community Affairs					607.42
1014691 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	571.64
Total 1014691 · Health Insurance					571.64
Total 101CMA · Community Relations					1,263.69
Total 101CVA · Community Affairs					1,263.69
101ES · ES - Expenditures					
1014812 · Volunteer Appreciation					
Check	09/13/2022	148338	James Harvey Photography	Inv# 1561 HTES Officer Headshots	249.00
Total 1014812 · Volunteer Appreciation					249.00
1014891 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	983.23
Total 1014891 · Health Insurance					983.23
Total 101ES · ES - Expenditures					1,232.23
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	09/16/2022	148387	Airdo Werwas LLC	Inv# 190-0001-36639 Legal Fees	8,805.30
Check	09/16/2022	148387	Airdo Werwas LLC	Inv# 190-0002-36640 Legal Fees	170.10
Check	09/16/2022	148387	Airdo Werwas LLC	Inv# 190-0009-36642 Legal Fees	533.10
Check	09/16/2022	148387	Airdo Werwas LLC	Inv# 190-0005-36641 Legal Fees	246.00
Check	09/16/2022	148387	Airdo Werwas LLC	Inv# 190-0011-36643 Legal Fees	2,063.90
Total 1014502 · Legal Services					11,818.40
Total 101LEA · Legal & Auditing					11,818.40
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Check	09/16/2022	148383	The Home Depot	Mop Heads	20.94
Total 1014205 · Janitorial Supplies					20.94
1014209 · Building Contracts					
Check	09/13/2022	148349	TK Elevator Corp	Inv# 3006783730 Annual Preventative Maintenance - IWC Elevator	2,917.53
Total 1014209 · Building Contracts					2,917.53
1014210 · Building Maintenance - Town					
Check	09/13/2022	148320	Anderson Pest Solutions	Inv# 26607793 Pest Control - Town Hall	75.00

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September 6 - 19, 2022

Type	Date	Num	Name	Memo	Amount
Check	09/13/2022	148320	Anderson Pest Solutions	Inv# 26613158 Pest Control - EMA HQ	65.00
Check	09/13/2022	148335	Elgin Key & Lock Co., Inc.	Inv# 221488 HR File Cabinet Lock/Keys	55.95
Check	09/13/2022	148346	Sherwin-Williams	Inv# 1668-6 Trim Paint	107.28
Check	09/13/2022	148346	Sherwin-Williams	Inv# 1701-5 Paint Brushes	7.41
Check	09/16/2022	148383	The Home Depot	Passport Office Paint/Supplies	112.53
Check	09/16/2022	148383	The Home Depot	Roof Cement	7.96
Check	09/16/2022	148383	The Home Depot	Toilet Repair	26.71
Total 1014210 · Building Maintenance - Town					457.84
1014211 · Building Maintenance - Senior					
Check	09/13/2022	148320	Anderson Pest Solutions	Inv# 26607791 Pest Control - Senior Center	75.00
Check	09/16/2022	148383	The Home Depot	Light Bulbs	30.84
Total 1014211 · Building Maintenance - Senior					105.84
1014212 · Building Maintenance - Astor					
Check	09/13/2022	148320	Anderson Pest Solutions	Inv# 26607792 Pest Control - Astor Ave	65.00
Total 1014212 · Building Maintenance - Astor					65.00
1014225 · Grounds/Reserve Maintenance					
Check	09/16/2022	148383	The Home Depot	Board Walk Sign Intsall Supplies	60.59
Check	09/16/2022	148383	The Home Depot	Topsoil	7.41
Check	09/16/2022	148383	The Home Depot	Hornet Spray/Rebar	64.82
Check	09/16/2022	148383	The Home Depot	Bench Pad Concrete	146.10
Check	09/16/2022	148383	The Home Depot	Lenoci Reserve Plants	42.48
Total 1014225 · Grounds/Reserve Maintenance					321.40
1014228 · Building Maintenance - Izaac					
Check	09/16/2022	148383	The Home Depot	Air Freshener (1 Case)	66.94
Total 1014228 · Building Maintenance - Izaac					66.94
1014230 · Trash Removal - Izaac					
Check	09/13/2022	148337	Groot, Inc.	Acct 3107-54379 Inv# 9353096T107 Monthly Charges Sept	408.17
Total 1014230 · Trash Removal - Izaac					408.17
1014291 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,979.93
Total 1014291 · Health Insurance					1,979.93
Total 101MAIN · Facilities Maintenance					6,343.59
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	09/13/2022	148324	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charge/Supply Services 8/2-8/31	782.83

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Type	Date	Num	Name	Memo	Amount
Total 1014403 · Utilities - Town					782.83
1014416 · Equipment Rental - Town					
Check	09/16/2022	148377	Leaf (618-010)	Inv# 13681523 Copier Lease	230.43
Total 1014416 · Equipment Rental - Town					230.43
Total 101THE · Town Hall Expense					1,013.26
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	09/13/2022	148348	Staples	Inv# 3515768907 Colored Paper	38.30
Check	09/13/2022	148348	Staples	Inv# 3515768912 Tape, Highlighters & Binders	109.31
Check	09/16/2022	148381	Staples	Inv# 35166472050 Copy Paper/Storage Boxes	96.79
Total 1014404 · Office Supplies					244.40
1014429 · Miscellaneous					
Check	09/16/2022	148373	Basic	Inv# 2488931 ACA Filing Renewal	289.75
Total 1014429 · Miscellaneous					289.75
1014530 · Financial Administration					
Check	09/13/2022	148353	Governmental Accounting, Inc	Inv# 59271 Monthly Contract Billing Sept	5,400.00
Check	09/13/2022	148353	Governmental Accounting, Inc	Inv# 59271 Township Financial Reporting For OSLAD Grant Project	975.00
Total 1014530 · Financial Administration					6,375.00
1014591 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	3,852.87
Total 1014591 · Health Insurance					3,852.87
Total 101TOE · Town Office Expense					10,762.02
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	09/13/2022	148348	Staples	Inv# 3516472047 Ink, Toner	351.54
Check	09/13/2022	148348	Staples	Inv# 3516472049 Desk Pad, Refill	48.95
Total 1044405 · Office Supplies					400.49
1044413 · Travel Expense					
Check	09/13/2022	148336	Glascott, Patricia A	Mileage Reimbursement - CCTAA Meeting	37.43
Total 1044413 · Travel Expense					37.43
1044491 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	2,869.64
Total 1044491 · Health Insurance					2,869.64

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Type	Date	Num	Name	Memo	Amount
Total 104ASR · Assessor's Division					3,307.56
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094617 · Equipment Maintenance					
Check	09/16/2022	148377	Leaf (618-010)	Inv# 13681523 Copier Lease	164.02
Total 1094617 · Equipment Maintenance					164.02
1094620 · Community Affairs					
Check	09/16/2022	148365	Hanover Park Park District	HPPD Trunk or Treat Sponsor	20.00
Total 1094620 · Community Affairs					20.00
1094621 · Recruitment and Pre Employment					
Check	09/13/2022	148341	Kwik Print	Inv# 71724 Business Cards	45.60
Check	09/13/2022	148343	Next Generation Screen Printing & Embroid	Inv# 19431 Staff Shirts/Fleeces (4)	139.80
Check	09/13/2022	148351	Verify (XHANYF)	Inv# 1487002 Background Checks Aug	54.00
Total 1094621 · Recruitment and Pre Employment					239.40
1094623 · Travel					
Check	09/13/2022	148345	Nunez, Maria	Mileage Reimbursement July-Aug	30.94
Check	09/16/2022	148367	Petrov, Mary K	Mileage Reimbursement	28.75
Total 1094623 · Travel					59.69
1094624 · Client Mgmt Software					
Check	09/16/2022	148376	Kenneth Young Center	Inv# T012482 CIS Software September 2022	300.00
Total 1094624 · Client Mgmt Software					300.00
1094691 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	3,920.42
Total 1094691 · Health Insurance					3,920.42
Total 109ADM · Administration & Clinical					4,703.53
109OUT · Outreach & Prevention					
1094644 · Travel					
Check	09/13/2022	148340	Konzal, Tessa	Mileage Reimbursement August	38.13
Check	09/16/2022	148368	McSheffrey, Ryan K	Mileage Reimbursement August	73.76
Total 1094644 · Travel					111.89
1094791 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	2,298.00
Total 1094791 · Health Insurance					2,298.00

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Type	Date	Num	Name	Memo	Amount
Total 109OUT · Outreach & Prevention					2,409.89
Total 109YFS · Youth & Family Services					7,113.42
Total 1014 · Town Fund - Expenditures					46,077.81
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	09/13/2022	148325	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 8/2-8/31	3,296.85
Check	09/13/2022	148344	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 7/26-8/24	1,739.21
Total 1104524 · Utilities					5,036.06
1104527 · Equipment					
Check	09/16/2022	148386	Wells Fargo Financial Leasing Inc	Inv# 5021761070 Main Copier Lease 9/2-10/1	289.85
Total 1104527 · Equipment					289.85
1104536 · Education & Training					
Check	09/16/2022	148371	Age Guide	Aging Summit Registration - Megan Conway	39.00
Total 1104536 · Education & Training					39.00
1104542 · Senior Home Care Pilot Program					
Check	09/16/2022	148357	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement July-Sept	34.06
Total 1104542 · Senior Home Care Pilot Program					34.06
1104591 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	3,898.59
Total 1104591 · Health Insurance					3,898.59
Total 1104ADM · Administration					9,297.56
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	09/06/2022	148225	Get Fresh Produce, Inc	Congregate Food	292.62
Total 1105551 · Congregate Food					292.62
1105553 · Congregate Supplies					
Check	09/06/2022	148225	Get Fresh Produce, Inc	Congregate Supplies	54.96
Total 1105553 · Congregate Supplies					54.96
1105558 · Home Delivered Meals Food					
Check	09/06/2022	148225	Get Fresh Produce, Inc	HDM Food	292.61
Total 1105558 · Home Delivered Meals Food					292.61

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Type	Date	Num	Name	Memo	Amount
1105560 · Home Delivered Meals Supplies					
Check	09/06/2022	148225	Get Fresh Produce, Inc	HDM Supplies	54.94
Total 1105560 · Home Delivered Meals Supplies					54.94
Total 1104NUT · Nutrition					695.13
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	09/16/2022	148360	Dance Alternatives, Inc.	Inv# HTQ32022 Line Dance Classes July-Sept	600.00
Check	09/16/2022	148362	Giuseppa Crisopulli	In the Kitchen Program Supplies	90.75
Check	09/16/2022	148363	Kay, Linda	Cantigny Field Trip - Lunch	30.25
Check	09/16/2022	148369	Hedy Duggan	Inv# 107 Ageless Grace Fitness Class Oct-Dec	900.00
Check	09/16/2022	148370	Cynthia Sutherland	Tai Chi Instructor Nove-Dec	210.00
Total 1104515 · Programming					1,831.00
1104520 · Volunteer Services					
Check	09/13/2022	148319	Alan Lenoci	Home Delivered Meals Mileage Reimbursement - August	69.50
Check	09/13/2022	148334	Edward Baus	Home Delivered Meals Mileage Reimbursement - August	33.06
Check	09/13/2022	148339	James Mattson	Home Delivered Meals Mileage Reimbursement - August	70.63
Check	09/13/2022	148352	Wayne Ruttenburg	Home Deliveres Meals Mileage Reimbursement - August	75.63
Check	09/16/2022	148355	Marlies Bellos	Home Delivered Meals Mileage Reimbursement - August	107.56
Check	09/16/2022	148356	Larry Piemonte	Home Delivered Meals Mileage Reimbursement - August	32.50
Check	09/16/2022	148358	William Nagle	Home Delivered Meals Mileage Reimbursement - April-August	329.95
Check	09/16/2022	148359	Dorothy Archer	Home Delivered Meals Mileage Reimbursement - August	75.25
Check	09/16/2022	148361	Janice Trinco	Home Delivered Meals Mileage Reimbursement - July- August	74.38
Total 1104520 · Volunteer Services					868.46
1104532 · Visual Arts					
Check	09/16/2022	148364	Krall, Marianne	Art Class paper Towels	20.20
Total 1104532 · Visual Arts					20.20
1104545 · Program Staff Travel					
Check	09/16/2022	148364	Krall, Marianne	Mileage Reimbursement	40.88
Total 1104545 · Program Staff Travel					40.88
1104891 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	3,051.51
Total 1104891 · Health Insurance					3,051.51
Total 1104PRO · Enrichment Programs					5,812.05
1104SOC · Social Services					
1104991 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,245.15

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Type	Date	Num	Name	Memo	Amount
Total 1104991 · Health Insurance					1,245.15
Total 1104SOC · Social Services					1,245.15
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	09/13/2022	148350	Valvoline	Inv# 46391 Oil Change	49.28
Check	09/13/2022	148350	Valvoline	Inv# 46468 Oil Change	49.28
Check	09/16/2022	148374	Complete Fleet Services Inc.	Inv# 37376 Motor Repair and Diagnosis	299.74
Total 1104518 · Vehicle Maintenance					398.30
1104691 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	3,487.00
Total 1104691 · Health Insurance					3,487.00
Total 1104TRN · Transportation					3,885.30
Total 1104 · Aging Services - Expenditures					20,935.19
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	09/16/2022	148381	Staples	Inv# 3516472046 Copy Paper	53.80
Check	09/16/2022	148381	Staples	Inv# 3516472051 Clipboards/Color Paper	78.17
Check	09/16/2022	148381	Staples	Inv# 3515768910 Rubberbands	58.08
Check	09/16/2022	148381	Staples	Inv# 3515768909 Folders	111.31
Total 2024202 · Office Supplies					301.36
2024204 · Equipment					
Check	09/13/2022	148317	A1 Trophies & Awards	Inv# 17358 Namebadge (3)	29.85
Check	09/16/2022	148377	Leaf (618-010)	Inv# 13681523 Copier Lease	164.02
Total 2024204 · Equipment					193.87
2024212 · Dues & Publications					
Check	09/16/2022	148366	Kiwanis Club of Streamwood	Annual Dues (5)	125.00
Total 2024212 · Dues & Publications					125.00
2024507 · Professional Services					
Check	09/16/2022	148385	Verify (XHANOV)	Inv# 1487001 Background Checks	18.00
Total 2024507 · Professional Services					18.00
2024591 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,245.15
Total 2024591 · Health Insurance					1,245.15

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Type	Date	Num	Name	Memo	Amount
Total 2024ADM · Administration					1,883.38
2024HOM · Home Relief					
2024102 · Rent					
Check	09/13/2022	6156	Evergreen PM, LLC	September 2022 Rent	975.00
Check	09/13/2022	6157	Loancare	September 2022 Rent	975.00
Check	09/13/2022	6158	Spring Lakes Estates	September 2022 Rent	740.00
Total 2024102 · Rent					2,690.00
2024105 · Personal Essentials					
Check	09/13/2022	6159	Walmart	Personal Essentials September 2022	150.00
Check	09/13/2022	6160	Walmart	Personal Essentials September 2022	600.00
Total 2024105 · Personal Essentials					750.00
2024106 · Travel Expenses					
Check	09/13/2022	6155	BP Gas Station	Fuel Assistance Cards	125.00
Total 2024106 · Travel Expenses					125.00
Total 2024HOM · Home Relief					3,565.00
202PAN · Pantry					
1014161 · Utilities					
Check	09/13/2022	148326	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 8/3-9/1	422.04
Check	09/16/2022	148384	Village of Hanover Park	Acct 3940-001 Water/Sewer 8/26	52.76
Total 1014161 · Utilities					474.80
1014191 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,200.44
Total 1014191 · Health Insurance					1,200.44
Total 202PAN · Pantry					1,675.24
Total 2024 · Human Services - Expenditures					7,123.62
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034710 · Community Affairs					
Check	09/13/2022	148321	Battery Solutions	Inv# A813232 Battery Recycling	681.42
Total 3034710 · Community Affairs					681.42
3034711 · Utilities					
Check	09/13/2022	148323	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 8/8-9/7	19.23
Check	09/13/2022	148328	Com Ed 039	Acct# 7826007039 Monthly Charges 8/2-8/31	243.60
Check	09/13/2022	148331	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 8/2-8/31	290.80

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Type	Date	Num	Name	Memo	Amount
Total 3034711 · Utilities					553.63
3034791 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,143.28
Total 3034791 · Health Insurance					1,143.28
Total 3034ADM · Administration					2,378.33
3034BLD · Buildings					
3034613 · Building Maintenance					
Check	09/16/2022	148383	The Home Depot	Air Compressor Hose	29.45
Check	09/16/2022	148383	The Home Depot	Post base/Heavy Duty Hose	100.66
Check	09/16/2022	148383	The Home Depot	Washers	10.76
Check	09/16/2022	148383	The Home Depot	Lumber	26.10
Total 3034613 · Building Maintenance					166.97
Total 3034BLD · Buildings					166.97
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	09/13/2022	148333	Earth, Inc	Inv# 23222 Topsoil	240.00
Check	09/13/2022	148333	Earth, Inc	Inv# 23245 Topsoil	60.00
Total 3034602 · Operating Supplies & Materials					300.00
3034610 · Street Lighting					
Check	09/13/2022	148329	Com Ed 051	Acct# 5619024051 Monthly Charges 7/28-8/26	21.27
Check	09/13/2022	148330	Com Ed 076	Acct# 7742763076 Monthly Charges 8/2-8/31	93.09
Check	09/16/2022	148375	Com Ed 152	Acct# 0045120152 Monthly Charges 8/4-9/2	218.63
Total 3034610 · Street Lighting					332.99
Total 3034ROD · Road Maintenance					632.99
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	09/16/2022	148380	Russo Power Equipment	Inv# 11152803 Hedge Trimmer Oil/Line	190.34
Total 3034609 · Maintenance Vehicles & Equip					190.34
Total 303EQM · Equipment					190.34
Total 3034 · Road Maintenance - Expenditures					3,368.63
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054591 · Health Insurance					
Check	09/16/2022	148388	United Healthcare	Monthly Medical Premiums	1,726.36

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Type	Date	Num	Name	Memo	Amount
Total 5054591 · Health Insurance					1,726.36
Total 5054ADM · Administration					1,726.36
5054COM · HT Community Resource Center					
5054210 · Utilities					
Check	09/13/2022	148327	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges 8/5-9/6	249.29
Total 5054210 · Utilities					249.29
Total 5054COM · HT Community Resource Center					249.29
Total 5054 · Mental Health - Expenditures					1,975.65
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	09/13/2022	148354	Thomas Engineering Group LLC	Inv# 22-286 ESHQ Aug Progress Payment	20,154.04
Total 8084414 · Emergency Services Station					20,154.04
8084425 · Building & Perm Improvements					
Check	09/13/2022	148332	Corsiga Audio Visual Svc, LLC	Inv# 574 Veterans Hall Sound System	2,975.00
Total 8084425 · Building & Perm Improvements					2,975.00
Total 8084 · Capital Projects - Expenditures					23,129.04
TOTAL					102,609.94



- 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, Noyola, Essick, and Martinez.

Others present were Assessor Khaja Moinuddin, 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 Matich, and Attorney Mike Airdo. Also present were representatives from the Hanover Township Emergency Services unit, Hoffman Estates resident Richard Cosco and his family, and State Representative Seth Lewis.
- 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. There was no response and the Supervisor closed the Public Comment section of the meeting.
- IV. Presentations:
 - A. The Board welcomed Mr. Richard J. Cosco, of Hoffman Estates, into the Hanover Township Veterans Honor Roll. Mr. Cosco served in the U.S. Navy from 1963 to 1967, earning several medals and a commendation for his service. His name would be placed on the plaque in Veterans Hall and be recorded in the Clerks Office. He will be invited to the Veteran Honor Roll dinners. The Board thanked him for his service.
 - B. State Representative Seth Lewis came forward to present a certificate of recognition to the Hanover Township Emergency Services unit from the Illinois State House.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire reminded the Board that Senate Bill 3679 passed; it stipulates that all local governments establish a committee on local government efficiency, that that committee report recommendations on efficiencies to the County Board every eight months, and repeat the process every ten years thereafter. He asked for the Board's concurrence that this meeting be held from 5:30 to 7:00 p.m. on the first Hanover Township Board meeting of the month, commencing in January 2023; all Board members are members of the committee. Further he suggested that former Hanover Township Trustee Marv Kramer and Hanover Park Board Trustee Herb Porter be asked to serve on this committee. The Board agreed with these recommendations for this committee and for the dates/times suggested. The Supervisor reported that he, Clerk Dolan Baumer and Trustee Essick, joined many staff members and members of the Hanover Township Mental Health Board, including past Trustee and MHB member, Mary Alice Benoit, for the ground breaking of the Hanover Landing.
 - B. Clerk's Report: Clerk Dolan Baumer reported that she is working on a Freedom of Information request from a Bartlett resident interested in the old Spaulding school and small town named Spaulding that was near the now Bartlett Golf Course, Villa Olivia. She solicited any information anyone may have to help this resident.
 - C. Assessor's Report: Assessor Moinuddin offered no report.
 - D. Trustee Committee Liaison Reports: No reports were offered.

- E. Department Reports: Reports were submitted for review and consideration by the Board; highlights included calendar reminders from Director Kuttentberg: September 15: Food Truck Festival; September 24: MTA Symposium; and October 8: Township Shred. He is working with Director Smith on the potential of the Township becoming a drop site for medications. Assistant Administrator Vana thanked Facilities and Road Maintenance department staff for the recent resident services offices renovation. She is working on the general liability insurance review for November 1 renewal. The dedication of the George Rosner Youth Center at the Izaak Walton Center would be October 8. On behalf of absent Director Imperato, Ms Vana reported that Mariano's recently raised \$2,026 for the food pantry. LIHEAP opened on September 1. Director Imperator and Lori Orozco would be attending VSO training September 18 through 22. 1,285 backpacks were distributed. Director Conway thanked everyone who attended the Naomi Walters-Lenoci storyboard (tree and benches) dedication. Programming is filling quickly; people are ready to get back to normal activities. Two Township busses offered 120 rides during the Hanover Landing ground breaking. The IDPH renewal application for the In-Home program was mailed today. It is National Senior Center month. Director Houdek reported that school programming will start up in the next couple of weeks with U-46. An intergovernmental agreement with U-46 is in the process of being completed for Open Gym onsite programming in five schools. Open gym-style programming would be offered at the Izaak Walton Center. The second annual ice cream social – back to school event, was successful, and a Glow Party back to school event would be held on September 22 at the Streamwood Park District. The department would be participating in the Streamwood Park District and Hanover Park District's Trunk or Treat events. The annual health expo would be held on September 15, reminded Director Smith. The CDC has recommended booster vaccines for the VA4 and VA5 variants. Flu shots would be available in the coming weeks at the Township for staff; wellness screenings would also be available. Ms Mai Nakalema is the department's new intern and would be focusing on proper disposal procedures of medicines. Director Crews reported that the Emergency Services unit would be working with East Dundee's Dive Team for training. The unit would be working with the Illinois Department of Transportation on drone use policies, procedures, and training. Bartlett and Streamwood would be working locally with Director Crews for drone policies to standardize use. Two new applicants have expressed interest in joining the unit. The full construction permit has been issued by the Village of Bartlett for the new Emergency Services station. Empire Construction would begin demolition, and earth moving. The removal of the car port for storage and possible later use would be done this month. The new sound system, noted Director Hanson, is installed and working well. The security camera system would be going in this month, starting with the Astor Avenue location. Administrator Barr noted that COVID 19 testing has been suspended for Township employees.

- VI. Bill Paying: Mr. Barr presented the bills for payment from August 16, 2022 through September 5, 2022 as follows:

a.	Town	49,227.98
b.	Senior Services	46,373.91
c.	General Assistance	13,931.99
d.	Road Maintenance	16,822.72
e.	Senior Citizens Services Committee	178.25
f.	Mental Health Board	38,245.21
g.	Vehicle	48,940.00
h.	Capital	<u>127,038.21</u>
	Total	<u>\$340,758.27</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from August 16, 2022 through September 5, 2022. Roll call: Ayes: Trustees Beattie, Noyola, Essick, 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 August 16, 2022: Trustee Beattie moved that the Board approve the meeting minutes of August 16, 2022 as presented by Clerk Dolan Baumer; Trustee Essick seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- B. Resolution to Approve a Mutual Aid Agreement with the Village of Hoffman Estates: Trustee Beattie moved that the Board approve resolution #090622 for a mutual aid agreement with the Village of Hoffman Estates; motion seconded by Trustee Noyola. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to Approve a Memorandum of Understanding between the Illinois Professional Emergency Management Association and Hanover Township: Trustee Essick moved that the Board approve resolution #0906221 a memorandum of understanding between the Illinois Professional Emergency Management Association (a statewide Emergency Response Organization funded by the State, noted Mr. Barr), and Hanover Township; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- D. Resolution to Establish Rules of Decorum for Hanover Township Board and Committee Meetings: Trustee Noyola moved to approve resolution #0906222 establishing rules of decorum for Hanover Township Board and Committee meetings. Trustee Beattie seconded the motion, followed by a roll call vote: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: none. Motion carried.
- E. Resolution Declaring September Suicide Prevention Month in Hanover Township: Trustee Martinez moved that the Board approve the resolution declaring September 2022 Suicide Prevention Month in Hanover Township. Motion seconded by Trustee Essick and a roll call vote followed: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: none. Motion carried.
- F. Resolution Declaring September National Senior Center Month in Hanover Township: Trustee Essick moved that the Board approve the resolution declaring September 2022 National Senior Center Month in Hanover Township. Motion seconded by Trustee Noyola and a roll call vote followed: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: none. Motion carried.
- G. Appointments to the Committee on Youth: Trustee Beattie moved that the Board concur with the re-appointments of Mr. Robert Wojtowicz and Mr. Jordan Wildermuth to the Committee on Youth; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Nays: none. Motion carried.
- H. Consideration of an Unincorporated Code Matter: On July 19, 2022, the Board minutes reported: "Supervisor McGuire asked (Director Hanson) about the recent resident request regarding removal of a split tree on unincorporated Streamwood, Hanover Township. Director Hanson reported that he is working with Cook County Commissioner Morrison toward removal of the tree with the State's Attorney." As an update, Mr. McGuire reported that there has been no action on behalf of the County; the owner cannot be located; Streamwood is not taking responsibility, nor is the County and they asked that Hanover Township remove it. The tree is a danger and potential hazard in its present condition. Supervisor McGuire asked for the Board's concurrence to remove the tree to preserve public safety. The Board concurred and staff was directed to remove the tree.

Minutes of a Meeting of the Hanover Township Board

Tuesday, September 6, 2022

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- IX. Executive Session: There was no motion to move into Executive Session.
- X. Other Business: Supervisor McGuire requested the Board's concurrence with rescheduling the November 15 Board meeting to November 22, 2022 due to the Township Officials of Illinois Annual Conference at which many staff and Board members would attend. The Board concurred with the rescheduling of the November 15 Board meeting to November 22, 2022.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:02 p.m. was made by Trustee Beattie and seconded by Trustee Noyola, followed by a roll call vote. Ayes: Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

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



RESOLUTION

Declaring September 19 to 25 as National Rail Safety Week in Hanover Township

WHEREAS, Roadway-rail crossing fatalities involving motor vehicles totaled 149 in 2021, an increase of 35% over 2020. Pedestrian fatalities totaled 81 in 2021; and

WHEREAS, Since 2017, each of the 212,000 railroad crossings in the U.S. has been marked with a sign that clearly identifies the crossing, along with a number to call immediately if a vehicle or another hazard is found on the tracks; and

WHEREAS, educating and informing the public about rail safety, reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws will reduce the number of fatalities and injuries; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver, United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together in an effort to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National Rail Safety Week.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that September 19 to 25, 2022 is National Rail Safety Week in Hanover Township.

Dated: September 20, 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 Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*

Caleb,

Thank you for your time today. I'm sorry that a client meeting cut short our time. I wanted to drop you a quick note to follow up on our conversation.

My primary goal is to implement some form of speed management to reduce the actual driving speed in the neighborhood and increase motorist awareness of the multi-user nature of the traffic in the neighborhood. This will increase the overall safety of all users, but specifically the pedestrian and bicycle users who are vulnerable to injury even at relatively low speeds. Speed management, in basic terms, is simply a set of tools that can be used to affect change in driver behavior to bring realized speeds inline with requirements, in this case, 25 mph.

My recommendation, in order of likelihood of implementation and effectiveness are:

- Public outreach and yard sign campaign.
- Painted speed limits on pavement.
- Dynamic speed feedback signs (at least one with data recording)
- Speed humps/tables
- Horizontal deflections (bumpouts/chicanes)

I honestly believe that roll-out of the first 3 elements as a package will have a significant impact and serve as a model for other neighborhoods in the future. This approach (less the painted speed limits on pavement) is in use in several villages within the township including Streamwood and Hoffman Estates. I was in Dundee on RT72 last night. They have one that says "Thank You" when you are under the speed limit, which is a nice touch, but may require a larger, more expensive display. The use of a recording sign will allow you to measure the efficacy of the setup and know whether more invasive measures (speed tables) are needed. It could be swapped for a non-recording sign in the future to allow for data recording in other places. While nobody ever likes speed bumps, they are incredibly effective at managing speeds at low mph values, easy to maintain, and context appropriate if other measures do not yield results.

When I asked who would be the best contacts at CCHTD, I was told that John McNelis and Adam James would be the most appropriate to talk to. They may well be county, state or federal grant or other funds which can be applied to targeted critical safety improvements. While the situation within Sherwood Oaks cannot be described as dire, there is significant merit in improving the level of safety.

A few other potential roadway improvements to consider in the future are:

- Implementing space at the former pool site to accommodate a bus stop with benches separated from the pavement to allow for improved conditions where U-46 kids are picked up and dropped off. This would be a low-cost, high value project if done in conjunction with demolition of the existing pool.
- Consider the use of yield signs at the higher volume intersections (Ends of Nottingham, Sherwood/Robinhood) to provide clear deliniation of ROW and improve driver behavior
- Coordination with IDOT D1 to provide a cross-walk on RT19 to connect Sherwood Oaks to the adjacent sidewalk/bike path. This might be able to be combined with bike path work that Streamwood and the county are proposing/developing for the near future. Simple striping of a cross-walk, along with signing on RT19 and a path stub would help improve the

neighborhood's bike/walk connection to the surrounding communities. Since IDOT decided not to repave the stretch between Schaumburg Rd and RT59, there will likely be another patching contract that has to come through there very soon. This year's work included re-patching patches that were patched in the past 2 years.

I did drive the neighborhood at lunch and was still only able to locate the one speed limit sign on Sherwood. I think it is appropriate to provide a few additional traditional speed limit signs in the neighborhood, but I do not think this will have an appreciable effect. Getting people's eyes up out of their phones and onto the road is part of the problem and the LED's associated with the feedback signs are much more effective in this regard.

Please let me know what the Township decides to pursue, and if there is any way for me to provide support, please do not hesitate to ask.

Thanks, and stay safe out there,

Joe Pitlik
King Arthur Ct, Elgin