



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

December 6th, 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. Bid Opening for Sale of Real Property Located at
1535 Burgundy Parkway, Streamwood, Illinois
- V. Presentations
 - A. Resolution Honoring Dr. Khunying Kalaya Sophonpanich
 - B. Veterans Honor Roll
 - 1. SP4 Keith Gay
 - 2. CPL Joseph Sliva
- VI. Reports
 - A. Supervisor's Report
 - B. Clerk's Report
 - C. Assessor's Report
 - D. Trustees' Committee Reports
 - E. Department Reports
- VII. Bill Paying
- VIII. Unfinished Business
- IX. New Business
 - A. Regular Meeting Minutes of November 22, 2022
 - B. Resolution to Approve the 2023 Pace TRIP Transit Grant and Service Agreement
 - C. Approval of 2023 Employee Health Insurance and Ancillary Benefits
- X. Executive Session
- XI. Other Business
- XII. Adjournment

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



RESOLUTION

Honoring Dr. Khunying Kalaya Sophonpanich, Deputy Minister of Education of Thailand

WHEREAS, the Hanover Township Board of Trustees does hereby find as follows:

WHEREAS, Dr. Sophonpanich has served as Deputy Minister of Education of Thailand since 2019; and

WHEREAS, Dr. Sophonpanich previously served at the Minister of Science and Technology and has been a member of Parliament since 2008; and

WHEREAS, Dr. Sophonpanich is regarded as a friend of Hanover Township and is to be commended for her dedicated civil service; and

WHEREAS, Dr. Sophonpanich has dutifully executed the responsibilities of her office and has a lead a life of public service and pursuit of higher learning to better herself and her country; and

WHEREAS, Hanover Township is proud of the diverse population of its 105,000 residents, in our six communities and unincorporated areas, and seeks to promote the many different cultures of our residents, by partnering with leaders including Dr. Sophonpanich and the Thai government.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that Dr. Sophonpanich, Deputy Minister of Education of Thailand is honored for her friendship to the residents of Hanover Township.

Dated: December 6, 2022

In Witness Whereof, we have hereunto to 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*



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: Keith Gay

ADDRESS: 247 Acorn Dr.

CITY/ZIP CODE: Streamwood IL 60107

PHONE #: 6302178238

EMAIL ADDRESS: Keithgay@att.net

DATE OF BIRTH: 02/11/1950

BRANCH OF SERVICE: Army **RANK AT DISCHARGE:** E4 SP4

YEARS OF SERVICE: FROM 1970 **TO** 1972

MEDALS AWARDED OR OTHER CITATIONS:

Vietnam Service Medal

INJURIES: None sustained

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 B. McGuire

Supervisor



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: Joseph Silva

ADDRESS: 10 N Edward St

CITY/ZIP CODE: mt Prospect IL 60056

PHONE #: 847 255-4209

EMAIL ADDRESS: Lindasilva@hotmail.com

DATE OF BIRTH: 5-1-1929

BRANCH OF SERVICE: army RANK AT DISCHARGE: corporal
Feb Dec

YEARS OF SERVICE: FROM 1950 1951 TO 1952

transferred non active reserves 1952-56
MEDALS AWARDED OR OTHER CITATIONS:

army occupation germany band

sharpshooters medal + band

INJURIES: no

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

Hanover Township
Board Audit Report
From 11/22/22 - 12/5/22

	<u>Total</u>
Total Town Fund	22,491.53
Total Senior Services Fund	17,662.46
Total General Assistance Fund	10,215.46
Total Road Maintenance Fund	5,133.62
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	293.98
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	659,819.63
 Total All Funds	 <u><u>715,616.68</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CHN · Community Health					
1014452 · Office Supplies					
Check	12/02/2022	149530	Accurate Office Supply Co	Inv# 582516 Tape/Cups/Paperclips	48.48
Total 1014452 · Office Supplies					48.48
1014453 · Printing					
Check	12/02/2022	149531	COTG	Inv# 4044704 LL Copy Charges 10/25-11/24	19.46
Total 1014453 · Printing					19.46
1014454 · Travel & Training					
Check	12/02/2022	149526	Tyrrell, Sarah J	Mileage Reimbursement - Oct	25.25
Total 1014454 · Travel & Training					25.25
1014492 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1014492 · Dental, Vision & Life Insurance					15.90
1014493 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	118.14
Total 1014493 · Unemployment					118.14
Total 101CHN · Community Health					227.23
101CVA · Community Affairs					
101CMA · Community Relations					
1014611 · Education & Training					
Check	12/02/2022	149545	Government Social Media LLC	Inv# 2022-210013260 Admission - T. Kuttentberg	669.00
Total 1014611 · Education & Training					669.00
1014624 · Travel					
Check	11/29/2022	149400	Kuttentberg, Thomas	Mileage Reimbursement Nov 2022 - TOI Conference	365.40
Total 1014624 · Travel					365.40
1014692 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1014692 · Dental, Vision & Life Insurance					10.60
1014693 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	82.19
Total 1014693 · Unemployment					82.19

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
			Total 101CMA · Community Relations		1,127.19
			Total 101CVA · Community Affairs		1,127.19
			101ES · ES - Expenditures		
			1014802 · Equipment		
Check	11/29/2022	149407	Municipal Emergency Services	Inv# 1781494 Road Flares (4 Cases)	522.40
			Total 1014802 · Equipment		522.40
			1014813 · Vehicle Fuel & Maintenance		
Check	11/29/2022	149404	Mark Your Space, Inc.	Inv# 9153 Reflective Windshield Banner	95.00
Check	11/29/2022	149382	Village of Hanover Park (Fuel)	Inv# 2022-984 Oct 2022 Fuel	1,539.25
			Total 1014813 · Vehicle Fuel & Maintenance		1,634.25
			1014892 · Dental, Vision & Life Insurance		
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	8.48
			Total 1014892 · Dental, Vision & Life Insurance		8.48
			1014893 · Unemployment		
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	29.79
			Total 1014893 · Unemployment		29.79
			Total 101ES · ES - Expenditures		2,194.92
			101ISE · Insurance & Employee Benefits		
			1014411 · Employee Assistance Program		
Check	12/02/2022	149540	CuraLinc LLC	Inv# 27453 SupportLinc Employee Assistance Program Oct-Dec 22	648.00
			Total 1014411 · Employee Assistance Program		648.00
			1014507 · Flex Plan & 457 Plan		
Check	11/29/2022	149389	CUNA Mutual Retirement Solutions	Bill# 749822315183312 457B Plan Quarterly Admin Fees	462.50
			Total 1014507 · Flex Plan & 457 Plan		462.50
			1014513 · Employee Wellness		
Check	12/02/2022	149536	Quest Diagnostics	Inv# 9201451632 Blood Draw Lab Fees - Employee Testing	140.10
			Total 1014513 · Employee Wellness		140.10
			Total 101ISE · Insurance & Employee Benefits		1,250.60
			101MAIN · Facilities Maintenance		
			1014205 · Janitorial Supplies		
Check	11/29/2022	149386	Bade Supply	Inv# 64731 Can Liners/Soaps/Towels/Toilet paper	1,048.77
			Total 1014205 · Janitorial Supplies		1,048.77

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
1014210 · Building Maintenance - Town					
Check	11/29/2022	149399	Johnson Controls Security Solutions	Inv# 38093537 Security Monitoring EMA HQ Dec-Feb	255.00
Check	11/29/2022	149418	The Home Depot	Assessors Office Shelving	23.44
Check	11/29/2022	149418	The Home Depot	Mens Washroom Faucet	89.00
Total 1014210 · Building Maintenance - Town					367.44
1014211 · Building Maintenance - Senior					
Check	11/29/2022	149399	Johnson Controls Security Solutions	Inv# 38093812 Security Monitoring Senior Center Dec-Feb	255.00
Check	11/29/2022	149418	The Home Depot	Senior Center Kitchen Repair	100.36
Check	11/29/2022	149418	The Home Depot	Senior Center Light Bulbs	19.34
Check	12/02/2022	149547	Tierra Environmental Industrial Services	Inv# T-22-10941 Kitchen Grease Trap Cleaning	165.00
Total 1014211 · Building Maintenance - Senior					539.70
1014212 · Building Maintenance - Astor					
Check	11/29/2022	149399	Johnson Controls Security Solutions	Inv# 38093530 Security Monitoring Astor Ave Dec-Feb	255.00
Check	11/29/2022	149418	The Home Depot	Toilet Flush Handle	15.56
Total 1014212 · Building Maintenance - Astor					270.56
1014213 · Equipment Maintenance - Town					
Check	11/29/2022	149390	Fox Valley Fire & Safety	Inv# 561421 Annual Fire Extinguisher Inspection & Testing	1,739.25
Total 1014213 · Equipment Maintenance - Town					1,739.25
1014214 · Equipment Maintenance - Senior					
Check	11/29/2022	149384	American Backflow Prevention, Inc.	Inv# 10440 Annual Backflow Test & Inspection Senior Center	423.80
Check	11/29/2022	149390	Fox Valley Fire & Safety	Inv# 558809 Annual Fire Extinguisher Inspection & Testing	304.90
Check	12/02/2022	149542	Midwest Mechanical	Inv# 112134304 Chiller HVAC Repair	1,074.76
Total 1014214 · Equipment Maintenance - Senior					1,803.46
1014218 · Vehicle Maintenance - Town					
Check	11/29/2022	149395	Hopkins Ford	Inv# 5061832 Door Handle Van # 311	34.55
Total 1014218 · Vehicle Maintenance - Town					34.55
1014219 · Vehicle Fuel - Town					
Check	11/29/2022	149382	Village of Hanover Park (Fuel)	Inv# 2022-984 Oct 2022 Fuel	623.71
Total 1014219 · Vehicle Fuel - Town					623.71
1014222 · Trash Removal - Town					
Check	11/29/2022	149392	Groot, Inc (54379)	Acct 3107-68246 Inv# 9683294T107 Monthly Charges Nov	385.52
Total 1014222 · Trash Removal - Town					385.52
1014223 · Trash Removal - Senior					
Check	11/29/2022	149392	Groot, Inc (54379)	Acct 3107-61390 Inv# 9683171T107 Monthly Charges Nov	494.23

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Total 1014223 · Trash Removal - Senior					494.23
1014225 · Grounds/Reserve Maintenance					
Check	11/29/2022	149414	Russo Power Equipment	Inv# SPI20012771 Ice Melt Pallets (2)	1,179.49
Check	11/29/2022	149416	SiteOne Landscape Supply, LLC	Inv# 125470417-001 Tree for Lenoci Reserve	137.37
Check	11/29/2022	149418	The Home Depot	Flowers/Campus Decorations	252.74
Check	11/29/2022	149418	The Home Depot	COY Garden Plant Labels	21.94
Total 1014225 · Grounds/Reserve Maintenance					1,591.54
1014228 · Building Maintenance - Izaac					
Check	11/29/2022	149418	The Home Depot	IWC Items	13.88
Total 1014228 · Building Maintenance - Izaac					13.88
1014292 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	26.50
Total 1014292 · Dental, Vision & Life Insurance					26.50
1014293 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	199.20
Total 1014293 · Unemployment					199.20
Total 101MAIN · Facilities Maintenance					9,138.31
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	11/29/2022	149385	AT&T 803	Acct# 630 Z99-0161 803 Monthly Charge 11/16-12/15	44.01
Check	11/29/2022	149424	Comcast (185)	Inv# 152449601 Monthly Service Nov 2022	405.10
Total 1014402 · Telephone - Town					449.11
1014405 · Internet Access - Town					
Check	11/29/2022	149388	Comcast (098)	Inv# 152449596 Monthly Ethernet Internet Nov 2022	934.95
Total 1014405 · Internet Access - Town					934.95
Total 101THE · Town Hall Expense					1,384.06
101TOE · Town Office Expense					
1014401 · Postage					
Check	11/29/2022	149413	Purchase Power Easy Permit Postage	Postage Refill	940.00
Total 1014401 · Postage					940.00
1014404 · Office Supplies					
Check	11/29/2022	149417	Staples	Inv# 3522574610 Office Supplies	56.65
Total 1014404 · Office Supplies					56.65

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
1014406 · Printing					
Check	12/02/2022	149532	Elite Document Solutions	Inv# 8094 Copy Charges - Sept	651.64
Check	12/02/2022	149532	Elite Document Solutions	Inv# 8076 Copy Charges - Aug	473.35
Total 1014406 · Printing					1,124.99
1014412 · Travel Expenses					
Check	11/29/2022	149398	Imperato, Alexandra M	Mileage Reimbursement Nov	26.13
Check	11/29/2022	149405	McGuire, Brian P	TOI Travel Reimbursement Nov 2022	383.00
Check	11/30/2022	149518	Matich, Hailey	Mileage Reimbursement	44.13
Check	12/02/2022	149539	Vana, Kristin N	Mileage Reimbursement TOI Conference	256.25
Total 1014412 · Travel Expenses					709.51
1014414 · Memberships, Subs & Publication					
Check	11/29/2022	149408	National Association of Parliamentarians	Inv# 42699 Association Annual Dues 2023 - Barr	104.00
Total 1014414 · Memberships, Subs & Publication					104.00
1014424 · Education & Training					
Check	12/02/2022	149541	Karla Dobbeck, PHRE	Anti Sexual Haraasment Training (92)	1,850.00
Total 1014424 · Education & Training					1,850.00
1014429 · Miscellaneous					
Check	11/29/2022	149419	Universal Marketing, LLC	Inv# 9746 Township Apparel	113.18
Check	12/02/2022	149525	West Pier Laundry Streamwood	Inv# 3359 Board Meeting Tablecloths	30.75
Total 1014429 · Miscellaneous					143.93
1014535 · Legal Notices					
Check	11/29/2022	149412	Paddock Publications, Inc	Inv# 233743 MHB Bid Notice	394.20
Total 1014535 · Legal Notices					394.20
1014592 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	71.68
Total 1014592 · Dental, Vision & Life Insurance					71.68
1014593 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	236.29
Total 1014593 · Unemployment					236.29
Total 101TOE · Town Office Expense					5,631.25
104ASR · Assessor's Division					
1044407 · Printing					
Check	11/29/2022	149401	Kwik Print	Inv# 72268 Business Cards (3)	137.70

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Total 1044407 · Printing					137.70
1044492 · Dental, Vision & Life Insurance					
Check	11/29/2022	149409	NCPERS	Billing# 5785122022 Monthly Premium Dec 2022	16.00
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	19.08
Total 1044492 · Dental, Vision & Life Insurance					35.08
1044493 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	88.56
Total 1044493 · Unemployment					88.56
Total 104ASR · Assessor's Division					261.34
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094623 · Travel					
Check	11/29/2022	149393	Herrera, Marina	Mileage Reimbursement Nov	52.50
Check	11/29/2022	149396	Houdek, Tina M	Parking Reimbursement Aug	12.00
Check	11/29/2022	149396	Houdek, Tina M	Mileage Reimbursement Oct	52.50
Check	11/29/2022	149396	Houdek, Tina M	Mileage Reimbursement TOI Conference	276.25
Total 1094623 · Travel					393.25
1094692 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	26.53
Total 1094692 · Dental, Vision & Life Insurance					26.53
1094693 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	472.57
Total 1094693 · Unemployment					472.57
Total 109ADM · Administration & Clinical					892.35
109OUT · Outreach & Prevention					
1094792 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	29.85
Total 1094792 · Dental, Vision & Life Insurance					29.85
1094793 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	354.43
Total 1094793 · Unemployment					354.43
Total 109OUT · Outreach & Prevention					384.28
Total 109YFS · Youth & Family Services					1,276.63

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Total 1014 · Town Fund - Expenditures					22,491.53
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	12/02/2022	149549	Village of Bartlett	Acct# 62447 Bill# 388525 Water/Sewer Sr Ctr	0.00
Total 1104524 · Utilities					0.00
1104527 · Equipment					
Check	11/29/2022	149422	Wells Fargo Financial Leasing Inc	Inv# 5022564853 Main Copier Lease 11/2-12/1	289.85
Total 1104527 · Equipment					289.85
1104528 · Office Supplies					
Check	11/29/2022	149383	Accurate Office Supply Co	Inv# 581890 Rubber bands/paper/markers	91.04
Total 1104528 · Office Supplies					91.04
1104533 · Printing					
Check	12/02/2022	149523	Kwik Print	Inv# 72300 Business Cards - D. Kazeos	45.90
Check	12/02/2022	149531	COTG	Inv# 4061242 Copy Charges 10/25-11/24	55.48
Check	12/02/2022	149531	COTG	Inv# 4044704 LL Copy Charges 10/25-11/24	191.93
Total 1104533 · Printing					293.31
1104542 · Senior Home Care Pilot Program					
Check	11/29/2022	149421	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement 8/22-9/2	35.88
Check	11/29/2022	149421	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement 9/8-9/16	28.94
Check	11/29/2022	149421	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement 10/31-11/9	37.75
Check	12/02/2022	149527	Watson-Goddard, Karen	Home Care Visit Mileage Reimbursement - Nov	30.88
Check	12/02/2022	149528	Lloyd, Renee A.	Home Care Visit Mileage Reimbursement - Nov	35.13
Total 1104542 · Senior Home Care Pilot Program					168.58
1104592 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	33.20
Total 1104592 · Dental, Vision & Life Insurance					33.20
1104593 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	59.07
Total 1104593 · Unemployment					59.07
Total 1104ADM · Administration					935.05
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	11/29/2022	149391	Get Fresh Produce, Inc	Congregate Food	855.91
Check	11/29/2022	149381	Gordon Food Service	Congregate Food	2,459.16
Check	12/02/2022	149522	Get Fresh Produce, Inc	Congregate Food	505.38

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Check	12/02/2022	149533	Get Fresh Produce, Inc	Congregate Food	132.68
Check	12/02/2022	149534	Gordon Food Service	Congregate Food	653.67
Check	12/02/2022	149550	Perri {1}, Marilyn	Congregate Food	4.02
Total 1105551 · Congregate Food					4,610.82
1105553 · Congregate Supplies					
Check	11/29/2022	149391	Get Fresh Produce, Inc	Congregate Supplies	168.75
Check	11/29/2022	149381	Gordon Food Service	Congregate Supplies	269.37
Check	12/02/2022	149522	Get Fresh Produce, Inc	Congregate Supplies	50.85
Check	12/02/2022	149525	West Pier Laundry Streamwood	Inv# 3358 Laundry Service Dish Towels	13.90
Check	12/02/2022	149534	Gordon Food Service	Congregate Supplies	287.05
Total 1105553 · Congregate Supplies					789.92
1105555 · Travel					
Check	11/29/2022	149402	Lana Harvey	Home Delivered Meals Mileage Reimbursement Nov 2022	10.63
Total 1105555 · Travel					10.63
1105558 · Home Delivered Meals Food					
Check	11/29/2022	149391	Get Fresh Produce, Inc	HDM Food	855.89
Check	11/29/2022	149381	Gordon Food Service	HDM Food	2,459.14
Check	12/02/2022	149522	Get Fresh Produce, Inc	HDM Food	505.37
Check	12/02/2022	149533	Get Fresh Produce, Inc	HDM Food	132.67
Check	12/02/2022	149534	Gordon Food Service	HDM Food	653.67
Check	12/02/2022	149550	Perri {1}, Marilyn	HDM Food	4.02
Total 1105558 · Home Delivered Meals Food					4,610.76
1105560 · Home Delivered Meals Supplies					
Check	11/29/2022	149391	Get Fresh Produce, Inc	HDM Supplies	168.75
Check	11/29/2022	149381	Gordon Food Service	HDM Supplies	269.36
Check	12/02/2022	149522	Get Fresh Produce, Inc	HDM Supplies	50.85
Check	12/02/2022	149525	West Pier Laundry Streamwood	Inv# 3358 Laundry Service Dish Towels	13.90
Check	12/02/2022	149534	Gordon Food Service	HDM Supplies	287.05
Total 1105560 · Home Delivered Meals Supplies					789.91
1105792 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	5.30
Total 1105792 · Dental, Vision & Life Insurance					5.30
1105793 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	147.53
Total 1105793 · Unemployment					147.53
Total 1104NUT · Nutrition					10,964.87
1104PRO · Enrichment Programs					

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
1104515 · Programming					
Check	11/29/2022	149383	Accurate Office Supply Co	Inv# 581890 Program Supplies	16.53
Check	11/29/2022	149415	Shannon Reiskis	Chair Yoga Class Instruction Jan-Feb	280.00
Check	12/02/2022	149520	Laura Trujillo	Inv# 3 Yoga Instruction Dec 2022	175.00
Total 1104515 · Programming					471.53
1104520 · Volunteer Services					
Check	11/29/2022	149403	Larry Piemonte	Home Delivered Meals Mileage Reimbursement - Oct	28.94
Check	11/29/2022	149420	Valerie Jachowske	Home Delivered Meals Mileage Reimbursement Sept-Nov	102.50
Check	12/02/2022	149519	Maureen Howard	Home Delivered meals Mileage Reimbursement - Nov	53.56
Check	12/02/2022	149529	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement - Nov	54.38
Total 1104520 · Volunteer Services					239.38
1104532 · Visual Arts					
Check	12/02/2022	149551	Krall, Marianne	Art Class Paper Towels	20.41
Total 1104532 · Visual Arts					20.41
1104545 · Program Staff Travel					
Check	12/02/2022	149551	Krall, Marianne	Mileage Reimbursement	46.78
Total 1104545 · Program Staff Travel					46.78
1104892 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Total 1104892 · Dental, Vision & Life Insurance					15.90
1104893 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	210.40
Total 1104893 · Unemployment					210.40
Total 1104PRO · Enrichment Programs					1,004.40
1104SOC · Social Services					
1104992 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 1104992 · Dental, Vision & Life Insurance					10.60
1104993 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	147.53
Total 1104993 · Unemployment					147.53
Total 1104SOC · Social Services					158.13
1104TRN · Transportation					
1104518 · Vehicle Maintenance					

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Check	12/02/2022	149524	Valvoline	Inv# 48726 Oil Change	50.98
Check	12/02/2022	149537	Valvoline	Inv# 48872 Oil Change	89.22
Total 1104518 · Vehicle Maintenance					140.20
1104552 · Fuel					
Check	11/29/2022	149382	Village of Hanover Park (Fuel)	Inv# 2022-984 Oct 2022 Fuel	4,172.33
Total 1104552 · Fuel					4,172.33
1104692 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	21.91
Total 1104692 · Dental, Vision & Life Insurance					21.91
1104693 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	265.57
Total 1104693 · Unemployment					265.57
Total 1104TRN · Transportation					4,600.01
Total 1104 · Aging Services - Expenditures					17,662.46
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024210 · Printing					
Check	12/02/2022	149523	Kwik Print	Inv# 72266 Business Cards - M. Imperato	45.90
Total 2024210 · Printing					45.90
2024511 · Phone and Internet					
Check	12/02/2022	149521	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 11/25-12/24	238.52
Total 2024511 · Phone and Internet					238.52
2024592 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 2024592 · Dental, Vision & Life Insurance					10.60
2024593 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	88.56
Total 2024593 · Unemployment					88.56
Total 2024ADM · Administration					383.58
2024HOM · Home Relief					
2024102 · Rent					
Check	11/29/2022	6206	3A's Property	December 2022 Rent	975.00
Check	11/29/2022	6210	Daniel & Elizabeth Bos	December 2022 Rent	975.00

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Check	11/29/2022	6211	Larry Bennett	December 2022 Rent	500.00
Check	11/29/2022	6212	Loancare	December 2022 Rent	975.00
Check	11/29/2022	6213	Michelle Breen	December 2022 Rent	650.00
Check	11/29/2022	6216	Providence Bank & Trust	December 2022 Rent	58.56
Check	11/29/2022	6217	Spring Lakes Estates	December 2022 Rent	740.00
Check	11/29/2022	6218	Spring Lakes Estates	December 2022 Rent	660.00
Check	11/29/2022	6219	State Farm Del Vassey	Home Insurance Assistance	106.33
Total 2024102 · Rent					5,639.89
2024103 · Utilities					
Check	11/29/2022	6208	Com Ed GA Home Relief	Utilities Assistance	64.48
Check	11/29/2022	6209	Com Ed GA Home Relief	Utilities Assistance	16.27
Check	11/29/2022	6214	NICOR GA Home Relief	Utilities Assistance	98.25
Check	11/29/2022	6215	NICOR GA Home Relief	Utilities Assistance	73.73
Check	11/29/2022	6221	Village of Streamwood	Utilities Assistance	114.59
Total 2024103 · Utilities					367.32
2024105 · Personal Essentials					
Check	11/29/2022	6222	Walmart	Personal Essentials	750.00
Total 2024105 · Personal Essentials					750.00
2024106 · Travel Expenses					
Check	11/29/2022	6207	BP Gas Station	Fuel Assistance Cards December 2022	175.00
Check	11/29/2022	6219	State Farm Del Vassey	Auto Insurance Assistance	81.26
Check	11/29/2022	6220	State Farm Salah, Neal	Auto Insurance Assistance	24.98
Total 2024106 · Travel Expenses					281.24
2024119 · Emergency Assistance					
Check	11/30/2022	6223	Invitation Homes	Emergency Assistance	2,750.00
Total 2024119 · Emergency Assistance					2,750.00
Total 2024HOM · Home Relief					9,788.45
202PAN · Pantry					
1014192 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Total 1014192 · Dental, Vision & Life Insurance					13.95
1014193 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	29.48
Total 1014193 · Unemployment					29.48
Total 202PAN · Pantry					43.43

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
Total 2024 · Human Services - Expenditures					10,215.46
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034708 · Training & Conferences					
Check	11/29/2022	149397	Illinois Department of Agriculture	Herbicide Applicator License Fee	60.00
Total 3034708 · Training & Conferences					60.00
3034711 · Utilities					
Check	11/29/2022	149410	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 10/17-11/14	167.10
Total 3034711 · Utilities					167.10
3034792 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Total 3034792 · Dental, Vision & Life Insurance					10.60
3034793 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	215.74
Total 3034793 · Unemployment					215.74
Total 3034ADM · Administration					453.44
3034BLD · Buildings					
3034612 · Building & Perm Improvements					
Check	11/29/2022	149418	The Home Depot	Garage Outdoor Covered Storage	900.99
Total 3034612 · Building & Perm Improvements					900.99
3034613 · Building Maintenance					
Check	11/29/2022	149406	Midwest Mechanical	Inv# 112134139 Road Garage Furnaces Inspection/Cleaning	281.15
Check	11/29/2022	149418	The Home Depot	Garage Light Bulbs	47.94
Total 3034613 · Building Maintenance					329.09
Total 3034BLD · Buildings					1,230.08
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	11/29/2022	149394	HOLCIM - MAMR Inc	Inv# 717173157 Stone for 110 Firest View Dr Culvert Restoration	85.50
Check	11/29/2022	149418	The Home Depot	Supply Line	55.33
Total 3034602 · Operating Supplies & Materials					140.83
3034603 · Fuel					
Check	11/29/2022	149382	Village of Hanover Park (Fuel)	Inv# 2022-984 Oct 2022 Fuel	888.60
Total 3034603 · Fuel					888.60

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
3034607 · Contract Work					
Check	11/29/2022	149387	Cleansweep	Inv# PS495371 Fall Bridlewood Street Sweep	800.00
Total 3034607 · Contract Work					800.00
3034610 · Street Lighting					
Check	11/29/2022	149423	Wood Dale Electrical Const., Inc.	Inv# 470 Street Light Repairs Bridlewood	564.00
Total 3034610 · Street Lighting					564.00
3034614 · Signs, Stripping & Tree Removal					
Check	12/02/2022	149546	Traffic Control & Protection Inc	Inv# 113307 Street Pole Brackets	435.00
Total 3034614 · Signs, Stripping & Tree Removal					435.00
Total 3034ROD · Road Maintenance					2,828.43
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	11/29/2022	149418	The Home Depot	Truck Bed Paint	123.94
Check	12/02/2022	149544	Preventative Maintenance Systems, Inc	Inv# 30486 Auger Hydraulic Leak	497.73
Total 3034609 · Maintenance Vehicles & Equip					621.67
Total 303EQM · Equipment					621.67
Total 3034 · Road Maintenance - Expenditures					5,133.62
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054592 · Dental, Vision & Life Insurance					
Check	12/02/2022	149538	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Total 5054592 · Dental, Vision & Life Insurance					13.95
5054593 · Unemployment					
Check	12/02/2022	149535	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	35.95
Total 5054593 · Unemployment					35.95
Total 5054ADM · Administration					49.90
5054COM · HT Community Resource Center					
5054210 · Utilities					
Check	11/29/2022	149411	Nicor 84 (MHB)	Acct# 84-67-77-1000 0 Monthly Charges 10/12-11/10	244.08
Total 5054210 · Utilities					244.08
Total 5054COM · HT Community Resource Center					244.08
Total 5054 · Mental Health - Expenditures					293.98

Hanover Township Board Audit Report

November 22 through December 5, 2022

Type	Date	Num	Name	Memo	Amount
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	11/29/2022	149380	Empire Construction	Oct 2022 Progress Payment #3 EMA Station and Campus Expansion	480,006.36
Total 8084414 · Emergency Services Station					480,006.36
8084425 · Building & Perm Improvements					
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	16.74
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	66.48
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	47.91
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	152.36
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	57.32
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	58.97
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	63.82
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	66.02
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	100.29
Check	11/29/2022	149418	The Home Depot	Break Room Renovation	22.23
Check	12/02/2022	149543	Nicor 35	Acct# 35-37-68-1932 8 Disconnect Service	1,507.51
Check	12/02/2022	149548	Thomas Engineering Group LLC	Inv# 22-394 Plat Survey	850.00
Total 8084425 · Building & Perm Improvements					3,009.65
8084430 · Loan Repayment					
Check	12/02/2022		Barrington Bank & Trust Company N.A.	Campus Expansion & ES Station Loan Repayment (Semi-Annual)	176,803.62
Total 8084430 · Loan Repayment					176,803.62
Total 8084 · Capital Projects - Expenditures					659,819.63
TOTAL					715,616.68



- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire.

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, Administrator James Barr, Assistant Administrator Kristin Vana, Administrative Assistant Hailey Matich, and Attorney Mike Airdo. Also present were management intern Mohammed Yahya, Village of Streamwood Trustee Mike Baumer, and Streamwood High School Civics class students.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. Hearing none, Mr. McGuire closed the Town Hall.
- IV. Reports
 - A. Supervisor's Report: Supervisor McGuire reported that Hanover Township was successful at the Township Officials of Illinois Annual Conference, receiving several awards. He thanked Airdo Werwas for the client dinner they sponsored during the conference. Emergency Services is currently assisting emergency services personnel at the gas leak in Bartlett; this has been a busy week for the unit – kudos to those volunteers.
 - B. Clerk's Report: Clerk Dolan Baumer reported that she has been elected to her second term as president of the Township Officials of Illinois Clerks Division for 2023-2025.
 - C. Assessor's Report: Assessor Moinuddin reported that tax bills have been released from the County with a December 30, 2022 due date.
 - D. Department Reports: Reports were submitted with the Board packet for review by the Board; highlights include Director Houdek reported that Youth and Family Services staff would be meeting with the Streamwood Park District to discuss opportunities for partnering in 2023. Winter tutoring begins on February 23. Program Coordinator Michael Miguel tendered his resignation for January, and a search will begin to fill the position. Aging Services Programming Manager Lisa Perrone reported, on behalf of Director Conway, that the Director was elected as president of the Illinois Township Association of Senior Citizen Services Committees. Resignations this week included Renee Lloyd from the In Home Care program, and Joanna Rigio from Nutrition Services. A search is being conducted. 140 clients are signed up for the Adopt a Senior program. Assistant Administrator Vana reported that the health plan renewal rate is 1.9% and the information for the Board's approval would be available at the next Board meeting. The general liability and workers comp renewal rates are up 5% over last year. Director Kutenberg reported that the memorandum of understanding between Hanover Township and the County Sheriff is being reviewed for the drug take back program. For four years, Celeste Smith has been with the Township and this year, has been promoted to Communications Coordinator; please congratulate her when you see her. The Hanover Township Foundation donations are doing well. Director Smith reported that the County has issued a green level status for COVID in our area. Open Enrollment is ongoing. The department

has certified three employees of PADS of Elgin in CPR. She and Nurse Kramer have presented handwashing discussions at local elementary schools. Director Hanson reported that the permits for demolition have been filed with the County for the property at 1169 Robinhood; this includes filing a plat of survey, and then removal of utilities. He attended the IDOT public hearing on November 16 regarding the four plans for review scheduled for 2023-28, none of which would impact any residential areas in Hanover Township. On November 28, the Phase I of the emergency services building slab, curbs and gutters and top soil should be completed. Phase II will begin with the water main work. The building is expected this month. Director Crews reported that there were 98 fire assist calls to the unit this year. The performance of the unit has been superior. The unit would work with Lake and Kane Counties on a joint drone training. Recently, they assisted with the missing person search in Streamwood with the drone team. Administrator Barr reported that the \$500,000 full grant award agreement has been approved, and that the Township has received notice of award of the \$1.5 million grant. Bid opening will occur for the Township Resource Center during the next Board meeting.

- V. Bill Paying: Mr. Barr presented the bills for payment from November 1, 2022 through November 21, 2022 as follows:

a.	Town	\$79,434.15
b.	Senior Center	51,146.65
c.	General Assistance	16,920.22
d.	Road Maintenance	104,673.01
e.	Senior Citizens Services Comm.	41.00
f.	Mental Health Board	30,203.27
g.	~~IMRF~~ Vehicle	200.00
h.	Capital	<u>46,722.56</u>
	Total:	<u>\$329,340.86</u>

Trustee Beattie moved and Trustee Martinez seconded the motion to approve payment the bills for the period November 1, 2022 through November 22, 2022 as amended (item g. should be Vehicle, not IMRF). Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid

- VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

- A. Regular Meeting Minutes of November 1, 2022: Clerk Dolan Baumer presented the regular meeting minutes of November 1, 2022 for review and approval. A motion was made by Trustee Essick to approve the regular meeting minutes of November 1, 2022 as presented, with a second by Trustee Noyola. Roll call: Ayes: Trustees Essick, Noyola, and Martinez, and Supervisor McGuire. Abstain: Trustee Beattie. Nays: None. Motion carried.
- B. Resolution declaring November Family Caregivers Month: Trustee Beattie moved that the Board approve a resolution declaring November Family Caregivers month. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to approve a Mutual Aid Agreement with Hampshire Fire Protection District: Trustee Essick moved that the Board approve resolution #112222, approving of a

mutual aid agreement with the Hampshire Fire Protection District; motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.

- D. Ordinance Amending the Hanover Township Purchasing Policy: Trustee Noyola moved that the Board approve ordinance #112222 amending the Hanover Township Purchasing policy; motion seconded by Trustee Martinez. The policy increases the purchasing authority of the Township Administrator and department heads and streamline pricing requirement to conform with changes in applicable statutes, technology, and preferred practices. Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- E. Set Estimate of the Tax Levy for Hanover Township for the Fiscal Year beginning April 1, 2022 and ending March 31, 2023: Trustee Martinez moved that the Board determine the estimate of the Tax Levy for Hanover Township for the fiscal year beginning April 1, 2022 and ending March 31, 2023, as follows:

a. Town	\$4,447,732.00
b. IMRF	214,937.00
c. Social Security	174,504.00
d. Senior Citizens	1,270,475.00
e. General Assistance	459,002.00
f. Mental Health Board	1,425,827.00
g. Road & Bridge	1,731,690.00
h. Debt & Public Building	<u>0.00</u>
Estimated Total:	<u>\$9,724,167.00</u>

Roll call: Ayes: Trustees Beattie, Essick, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.

- IX. Executive Session: No motion was made to go into Executive Session.
- X. Other Business: Trustee Beattie thanked staff for assisting recruiting veterans for the recent Streamwood High School veterans event. Supervisor McGuire asked for the Board's concurrence for staff to review the college reimbursement policy to increase employee recruitment and retention; he received concurrence the staff would review the policy. He further asked that staff work with legal regarding a staff referral program and received concurrence from the Board. Finally, he asked that all requests to staff come from himself as CEO of the Township Board or Administrator James Barr; the Board concurred with this request.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:38 p.m. was made by Trustee Beattie and seconded by Trustee Martinez followed by a roll call vote. Ayes: Trustees Beattie, Essick, Noyola, 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, Senior and Welfare Services,

Y&F Services, Community & Veterans Affairs

RESOLUTION NO. _____

**A RESOLUTION
TO APPROVE THE 2023 PACE TRIP TRANSIT
GRANT AND SERVICE AGREEMENT**

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

SECTION ONE: APPROVAL. The 2023 TRIP Transit Grant and Service Agreement (the “Agreement”) between the Suburban Bus Division of the Regional Transportation Authority, operating under the name “Pace,” and the Township to provide transportation services for the senior citizens of the Township, a copy of which is appended hereto and expressly incorporated herein by reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: December 6, 2022

APPROVED: December 6, 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 December 6, 2022, and approved on December 6, 2022, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



Melinda J. Metzger
Executive Director

November 10, 2022

Honorable Brian P. McGuire
Supervisor
Hanover Township
250 S Route 59
Bartlett, IL 60103

Dear Supervisor McGuire:

On behalf of Pace and our Board of Directors, thank you for your partnership in the Hanover Township Dial-a-Ride program. It has been a critical resource for our common constituents for many years, and we appreciate your continued commitment to providing essential transportation during these difficult times.

Enclosed are two copies of the proposed 2023 Trip Agreement between Pace and Hanover Township. Also included is a Cost Estimate Worksheet which shows projected costs, ridership, and the 2022 subsidy for your program. Please review these documents, sign and return the enclosed agreements to Pace no later than December 22, 2022. Signed agreements should be mailed to Randy Comstock at 550 W. Algonquin Road, Arlington Heights, IL 60005.

The Pace Board of Directors has approved Pace's 2023 budget which includes funding for dial-a-ride program at the November 9, 2022, board meeting. In recognition of inflation and your organization's continually rising costs of operating this service, Pace is pleased to announce that our subsidy as reflected in the enclosed agreement represents a 15% increase beyond Pace's traditional annual subsidy of this service. This additional subsidy is made possible by federal Coronavirus Relief funding (CARES) and will be distributed on a monthly basis.

Your current Local Share Agreement with Pace expires on December 31, 2022. Please be advised that **Pace cannot continue the dial-a-ride service in 2023 unless you have signed both copies of the enclosed agreement and returned them to Pace.** Please do so by December 21, 2022. Once both copies of the agreement are signed by Pace's Executive Director, we will return a fully executed copy to you.

Please feel free to contact Randy Comstock, Division Manager, at 847-228-4223 if you have any questions regarding this matter. We are looking forward to another year of working with you to provide dial-a-ride service to your community. Thanks again for your continued support and for your cooperation in executing this Agreement.

Sincerely,

Melinda J. Metzger
Executive Director

Enclosures

2023 TRIP AND TRANSIT GRANT AND SERVICE AGREEMENT

This 2023 Trip and Transit Grant and Service Agreement ("Agreement") is among Pace, the Suburban Bus Division of the Regional Transportation Authority, an Illinois municipal corporation ("Pace"), Elk Grove Township, an Illinois unit of local government ("Elk Grove Township"), Hanover Township, an Illinois unit of local government ("Hanover Township"), Palatine Township, an Illinois unit of local government ("Palatine Township"), Schaumburg Township, an Illinois unit of local government ("Schaumburg Township"), and Wheeling Township, an Illinois unit of local government ("Wheeling Township") (Elk Grove Township, Hanover Township, Palatine Township, Schaumburg Township, and Wheeling Township are sometimes individually referred to as a "Township" and collectively referred to as the "Townships" in this Agreement).

Pace was established under the Regional Transportation Authority Act (70 ILCS 3615/1.01 et seq.) to aid and assist public transportation in the six-county northeastern Illinois area.

Article VII, section 10 of the Constitution of the State of Illinois (Ill. Const. art. VII, § 10) authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance.

The Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorizes and encourages intergovernmental cooperation.

The parties are units of local government within the meaning of article VII, section 10 of the Constitution of the State of Illinois (Ill. Const. art. VII, § 10) and have the power and authority to enter into this Agreement.

Pace will fund its provision of the transportation service described in this Agreement ("Pace Grant").

The parties agree as follows:

1. **Effective Date.** This Agreement will be in effect beginning on January 1, 2023. If a party signs this Agreement but fails to date its signature, the date that the other party receives the signing party's signature on this Agreement will be deemed to be the date that the signing party signed this Agreement.
2. **Service Description.** Curb-to-curb dial-a-ride bus service ("Service") will be provided to the Townships as described in the attached exhibit A.
3. **Term and Termination.** This Agreement will remain in effect through December 31, 2023 unless earlier terminated by a party upon 30 days' advance written notice to the other parties in the event: (a) sufficient funds have not been appropriated to cover the required financial contribution by Pace; (b) Pace develops alternative public transportation services which, as determined by Pace, will better meet the transportation needs of the public; or (c) Pace has materially failed to perform its obligations under this Agreement.

4. **Service Provider.** Pace will contract with one or more outside service providers to provide the Service (“contracted outside service provider(s)”). Pace will not be responsible for any failure to provide the Service due to circumstances beyond the reasonable control of Pace and/or Pace’s contracted outside service provider(s). Pace shall make every reasonable effort to have the Service restored as soon as practical. No fees will be charged by any contracted outside service provider for Service not performed.

5. **Reporting.** Pace shall provide the Townships with electronic access to or, in the event electronic access is unavailable, a copy of a summary report that will contain total miles and data for each one-way trip and a monthly report that will contain an accounting of the Pace Grant funds expended and will be based on Service costs calculated using actual costs to provide the Service less revenue received.

6. **Funding.** The Pace Grant will not exceed \$250,000. The Townships shall participate in the financial support of the Service by reimbursing Pace monthly for all Service costs after the Pace Grant is expended.

(a) The total expense of the Service will equal the sum of the hourly Service expense and the per-trip Service expense. The hourly Service expense will be calculated by multiplying the number of vehicle revenue hours by the hourly rate charged to Pace by Pace’s contracted outside provider(s) delivering the Service. The per-trip Service expense will be calculated on a trip-by-trip basis. The operating expense will be the aggregate of rates and/or fees charged to Pace by Pace’s contracted outside service provider(s) delivering the Service.

(b) In 2023 only, Pace will increase the Pace contribution by an additional \$37,500.

(c) The Townships shall pay Pace within 30 days of receiving the monthly bill for Service costs. Sponsor shall mail payment to:

Pace, the Suburban Bus Division of the Regional Transportation Authority
550 W. Algonquin Road
Arlington Heights, IL 60005
Attention: Accounts Payable

7. **Independent Relationship.** Pace is an independent contractor and not an employee, agent, joint venturer, or partner of any Township, and nothing in this Agreement will be construed as creating any other relationship between Pace and any Township or between any employee or agent of Pace and any Township. Pace employees will at all times remain employees of Pace, and Pace will be solely responsible for all aspects of their employment, including, without limitation, compensation, benefits, payment or withholding of taxes, Social Security, Medicare, unemployment or other insurance, and workers’ compensation.

8. **Insurance.** Pace shall require its contracted outside service provider(s) to obtain and maintain insurance coverage and furnish Pace with evidence of such coverage, including a certificate of insurance. Pace shall provide a Township with a copy of the certificate of insurance upon written request by that Township.

9. **Indemnification.** Each Township shall indemnify and defend Pace and Pace's officers, directors, employees, and agents from and against any and all liability, losses, damages, claims, suits, payments, settlements, judgments, demands, awards, expenses, and costs, including attorneys' fees, resulting from that Township's intentional or negligent acts or omissions concerning the performance of any of that Township's obligations under this Agreement. Pace shall indemnify and defend each Township and each Township's officers, directors, employees, and agents from and against any and all liability, losses, damages, claims, suits, payments, settlements, judgments, demands, awards, expenses, and costs, including attorneys' fees, resulting from Pace's intentional or negligent acts or omissions concerning the performance of any of Pace's obligations under this Agreement. No party will be liable for or be required to indemnify another party for claims based upon the intentional or negligent acts or omissions of third persons. Upon written notice by the party claiming indemnification ("Claimant") to the indemnifying party ("Indemnitor") regarding any claim which Claimant believes to be covered under this section, Indemnitor shall appear and defend all suits brought upon that claim and shall pay all costs and expenses incidental to that claim, but Claimant has the right, at Claimant's option and expense, to participate in the defense of any suit, without relieving Indemnitor of Indemnitor's obligations under this section.

10. **Force Majeure.** A party will not be held liable to another party for damages nor be deemed to have breached this Agreement for failure or delay in performing any obligation under this Agreement if the failure or delay is caused by or results from causes beyond the reasonable control of and without the fault or negligence of the affected party, including war, fire, flood, other acts of God, civil disturbance, a terrorist act, pandemic, epidemic, or a labor strike or lockout. The affected party shall promptly notify the other parties of those force majeure circumstances, specifying the cause and the expected duration of the delay, and shall promptly undertake all reasonable steps necessary to cure those force majeure circumstances. If a condition of force majeure continues for more than 30 consecutive days, Pace, in its sole discretion and after written notice to the other parties, may immediately terminate this Agreement for convenience. Where an event of force majeure occurs after a party's failure or delay in performance, the breaching party will not be released from liability.

11. **Compliance with Laws.** The parties shall comply with all local, state, and federal laws, statutes, ordinances, regulations, and rules applicable to this Agreement, including but not limited to section 2-105(A)(4) of the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4)).

12. **Headings.** The headings in this Agreement are for reference and convenience only and will not affect the meaning or interpretation of this Agreement.

13. **Waiver.** Failure of a party to exercise any right or pursue any remedy under this Agreement will not constitute a waiver of that right or remedy.

14. **Binding Effect.** This Agreement will be binding upon the parties and their respective directors, officers, employees, agents, representatives, successors, and approved assigns.

15. **Entire Agreement.** This Agreement, including the introductory recitals and any attached exhibits, which are hereby incorporated into and made a part of this Agreement, constitutes the entire agreement between the parties and supersedes any prior written or oral understandings, agreements, or representations between the parties that may have related in any way to the subject matter of this Agreement, and no other written or oral warranties, inducements, considerations, promises, representations, or interpretations, which are not expressly addressed in this Agreement, will be implied or impressed upon this Agreement.

16. **Conflict.** In the event of a conflict or ambiguity between the terms and conditions of this Agreement and any exhibit to this Agreement, the terms and conditions of this Agreement will control.

17. **Survival.** Any provision of this Agreement that imposes an obligation after termination or expiration of this Agreement will be deemed to survive termination or expiration of this Agreement.

18. **Severability.** If any provision of this Agreement is held invalid or unenforceable by an Illinois court of competent jurisdiction, that provision will be deemed severed from this Agreement and the remaining provisions of this Agreement will be remain in full force and effect.

19. **Assignment.** No party may assign, delegate, or otherwise transfer all or part of its rights and obligations under this Agreement without the prior written consent of the other parties.

20. **Amendment.** No changes, amendments, or modifications to this Agreement will be valid unless they are in writing and signed by the duly authorized signatory of each party.

21. **Notice.** Any notice under this Agreement must be in writing and must be given in the following manner:

- (a) by personal delivery (deemed effective as of the date and time of delivery);
- (b) by commercial overnight delivery (deemed effective on the next business day following deposit of the notice with a commercial overnight delivery company);
- (c) registered or certified mail, return receipt requested, with proper postage prepaid (deemed effective as of the third business day following deposit of the notice in the U.S. mail); or
- (d) by facsimile with confirmation of transmission (deemed effective as of the date and time of the transmission, except the effective date and time will be 8:00 a.m. on the next business day after transmission of the notice if transmitted during non-business hours).

Business days are defined as Monday through Friday, excluding federal holidays. Business hours are defined as 8:00 a.m. to 5:00 p.m. Central Time on Monday through Friday, excluding federal holidays. The notice must be addressed as follows or addressed to such other address as a party may specify in writing:

Pace, the Suburban Bus Division of the RTA
550 W. Algonquin Road
Arlington Heights, IL 60005
Attention: Executive Director

Facsimile No.: (847) 228-4205

Hanover Township
250 S. Route 59
Bartlett, IL 60103
Attention: Township Supervisor

Facsimile No.: (630) 837-0301

Elk Grove Township
2400 S. Arlington Heights Road
Arlington Heights, IL 60005
Attention: Township Supervisor

Facsimile No.: (847) 437-0434

Wheeling Township
1616 N. Arlington Heights Rd.
Arlington Heights, IL 60004
Attention: Township Supervisor

Facsimile No.: (847) 259-1570

Schaumburg Township
1 Illinois Boulevard
Hoffman Estates, IL 60129
Attention: Township Supervisor

Facsimile No.: (847) 884-0030

Palatine Township
7215 S. Quentin Road, Suite 101
Palatine, IL 60067
Attention: Township Supervisor

Facsimile No.: (847) 358-6702

22. **Governing Law, Jurisdiction, and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of Illinois without regard to principles of conflicts of law, and the parties shall submit to the exclusive jurisdiction and venue of the state courts of Cook County, Illinois for any dispute arising out of or related to this Agreement.

23. **Counterparts.** This Agreement may be executed in counterparts, each of which when so executed and delivered will be deemed to be an original and all of which when taken together will constitute one and the same agreement.

24. **Electronic Signature.** This Agreement may be executed through the use of electronic signatures. Electronic signatures and signatures scanned and transmitted via email will be deemed original signatures for purposes of this Agreement.

25. **Authorization.** The signatories to this Agreement represent and warrant that they have full authority to sign this Agreement on behalf of the party for whom they sign.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.
SIGNATURE BLOCK ON FOLLOWING PAGE.]**

The parties have caused this Agreement to be executed by their respective duly authorized signatory on the dates stated below.

PACE

By: _____
Signature

Print Name: Melinda J. Metzger

Print Title: Executive Director

Date: _____

WHEELING TOWNSHIP

By: _____
Signature

Print Title: _____

Title: _____

Date: _____

SCHAUMBURG TOWNSHIP

By: _____
Signature

Print Name: _____

Print Title: _____

Date: _____

HANOVER TOWNSHIP

By: Brian P. McNamee
Signature

Print Name: Brian P. McNamee

Print Title: Supervisor

Date: 11/15/22

ELK GROVE TOWNSHIP

By: _____
Signature

Print Name: _____

Print Title: _____

Date: _____

PALATINE TOWNSHIP

By: _____
Signature

Print Name: _____

Print Title: _____

Date: _____ \

Exhibit A

TRIP

Service Description

TYPE OF SERVICE	Curb to Curb Dial-A-Ride Bus Service
SERVICE OPERATED BY	Pace will contract with a transportation provider (the "Contractor") to provide the service, which is the subject of this Agreement.
RESERVATION DAYS & HOURS	Monday through Friday – 9:00 AM to 2:00 PM
RESERVATION METHOD	Reservations shall be accepted at the Pace call center by way of email (cookcounty@pacebus.com) a maximum of seven (7) days in advance and a minimum of two (2) days in advance of the day of service. Note: Friday reservations are for Tuesday service.
REGISTRATION METHOD	All riders register through the Township. Registration information is sent by the Township to the designated Pace email address (cookcounty@pacebus.com). Eligible riders are registered with the transportation provider within five (5) business days.
SERVICE AREA	TRIP provides transportation to eligible riders to medical facilities within Palatine, Wheeling, Hanover, Schaumburg and Elk Grove Townships. In addition, transportation is provided to the following designated locations outside of the five (5) Townships: 1. University of Illinois Medical Center; 2. Jesse Brown VA Medical Center; 3. Edward Hines VA Hospital; 4. Lovell Federal Healthcare Center; 5. John Stroger Cook County Hospital; 6. Rush Medical Center; 7. Northwestern Hospital; 8. ARA South Barrington Dialysis Center; and 9. Good Shepherd Hospital in Barrington. 10. Loyola Hospital 11. Social Security Offices within the partner Townships or adjacent Townships 12. VA Facility, Hoffman Estates 13. Dialysis Center, 3150 W. Higgins, Hoffman Estates 14. Wheaton Eye Clinic 2015 N. Main St, Wheaton
SERVICE DAY & HOURS	Monday through Friday – 5:00 AM to 9:00 PM Saturday – 5:00 AM to 4:00 PM Note: Whenever possible, pick-up times are negotiated in order to optimize the service efficiency.
HOLIDAYS	Service will <u>not</u> operate on following holidays: • New Year's Day • Memorial Day • Independence Day • Labor Day • Thanksgiving Day • Christmas Day
ONE-WAY FARE	Trips within the Township \$5.00 Trips across Townships \$10.00 Note: The maximum fare per trip per rider is \$10.00
SUBSCRIPTIONS	Subscriptions are allowed per the approval of the Township. Subscriptions are submitted by way of email (cookcounty@pacebus.com) a minimum of five (5) days in advance of service.
COMPANIONS	One (1) free companion is allowed per eligible passenger.
RIDER ELIGIBILITY	Rider eligibility is determined by the sponsor. Registered riders are seniors who are 60 years and older or persons with disabilities who are 18 years or older.



Memorandum

Date: December 2, 2022

To: Hanover Township Board

From: James C. Barr, Township Administrator

By: Suzy Callahan, Human Resources Manager

Re: Major Medical Coverage and Ancillary Benefits – January 1, 2023

In late November, the Township received the renewal rates from United Healthcare (UHC). For the past twelve years, the Township has provided major medical insurance through UHC. For the last four years the Township has offered a High Deductible Plan with a Health Reimbursement Arrangement (HRA). The Township's health care premiums for major medical coverage increased 0% last year. This year the initial rate offer from UHC, for the January 2023 renewal, was a 6.9% increase over the current year's plans.

Currently the Township offers the High Deductible Health Plan with an HRA. The cost for the Township includes offering \$2,500 to contribute to the cost of the individual deductible and \$5,000 to contribute to the cost of the family deductible. Upon review of the HRA report, 62% of committed participants' funds were utilized as of December 1st. While use of funds is difficult to predict based on staff enrollment changes and medical needs, the anticipated use of funds for 2023 is expected to be similar to the use of funds in benefit year 2022.

After receiving the initial 6.9% increase from UHC, in order to review additional insurance rate options, Mission Insurance Services requested a quote for major medical coverage from BlueCross BlueShield of Illinois (BCBSIL). The rate received from BCBSIL was slightly less than UHC in 2023, however BCBSIL historically does not reduce initial renewal rates as favorably as UHC has for Hanover Township each year. Mission Insurance Services was able to request rate relief from UHC which resulted in receiving a renewal rate of 1.9% from UHC, increasing the monthly rate of \$35,020 to \$35,685 in benefit year 2023.

The Township has enjoyed a positive relationship with UHC over the past twelve years. Employees have also expressed satisfaction with the current coverage and benefits, provider choice and customer service. UHC also offers additional health incentives and discounts for members, which many staff have utilized.

It is staff's recommendation to continue providing benefits through UHC in 2023. UHC's plan offerings will include high deductible health plans with an HRA for the PPO plan or the small network PPO plan. A summary analysis of the plans is attached. Additionally, staff recommend maintaining the annual waiver amount for

eligible staff who waive the option of joining the Township's major medical plan of \$3,600.

Mission Insurance Services also received quotes from the Township's current vendors for ancillary benefits – dental, vision, and life coverage. MetLife currently provides dental and life coverage and VSP provides vision coverage. MetLife provided an 11% increase to life coverage and a 4.8% increase to dental coverage. Last year, the Township received a 0% increase for life insurance coverage. The 2023 health year increase in life coverage is due to the age distribution of the employee pool. In addition, the Township received a 5.6% increase for vision coverage through VSP for 2023. For the last two years, the Township received a 0% increase for vision coverage and an increase was anticipated for benefit year 2023. With the consideration of the positive experience the Township has had with both MetLife and VSP, it is staff's recommendation to maintain dental and life coverage with MetLife and vision coverage with VSP for the 2023 health year.

Should you have any questions or concerns, please do not hesitate to contact Township Administrator James Barr at jbarr@hanover-township.org or (630) 837-0301. Thank you for your time and consideration on this matter.



	2020 Employee Contributions	2021 Employee Contributions	2022 Employee Contributions	2023 Employee Contributions
Single PPO	\$158.35	\$158.35	\$158.35	\$161.35
Emp/Spouse PPO	\$507.35	\$507.35	\$507.35	\$516.98
Emp/Child PPO	\$386.68	\$386.68	\$386.68	\$394.04
Family PPO	\$799.08	\$799.08	\$799.08	\$814.28
Single CORE PPO	\$106.80	\$106.80	\$106.80	\$108.83
E/S CORE PPO	\$380.92	\$380.92	\$380.92	\$388.16
E/C CORE PPO	\$286.22	\$286.22	\$286.22	\$291.66
Family CORE PPO	\$610.18	\$610.18	\$610.18	\$621.77

*Original Renewal was
negotiated down to 0%

*Original Renewal was
negotiated down to 0%

*Original Renewal was
a 6.9% increase...
negotiated down to 0%

*Original Renewal was
a 6.9% increase...
negotiated down to 1.9%

Hanover Township

2022

Current Contribution Model with United Healthcare

PPO							Employer Contribution
	Single	ES	EC	Family			
Premium	\$673.51	\$1,414.37	\$1,158.44	\$2,034.01	Single	1	\$515.16
Hanover Twp.	\$515.16	\$907.02	\$771.76	\$1,234.93	ES	0	\$0.00
Employee	\$158.35	\$507.35	\$386.68	\$799.08	EC	0	\$0.00
					Family	1	\$1,234.93
							\$1,750.09

CORE							Employer Contribution
	Single	ES	EC	Family			
Premium	\$571.64	\$1,200.44	\$983.23	\$1,726.36	Single	30	\$13,945.20
Hanover Twp.	\$464.84	\$819.52	\$697.01	\$1,116.18	ES	6	\$4,917.12
Employee	\$106.80	\$380.92	\$286.22	\$610.18	EC	3	\$2,091.03
					Family	3	\$3,348.54
							\$24,301.89

Monthly Cost to Hanover Township	\$26,051.98
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Total Annual Expense Incurred by Hanover Township for the Medical Plan	\$312,623.76
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New Contribution Model with United Healthcare

2023

PPO							Employer Contribution
	Single	ES	EC	Family			
Premium	\$686.31	\$1,441.25	\$1,180.46	\$2,072.67	Single	1	\$524.96
Hanover Twp.	\$524.96	\$924.27	\$786.42	\$1,258.39	ES	0	\$0.00
Employee	\$161.35	\$516.98	\$394.04	\$814.28	EC	0	\$0.00
					Family	1	\$1,258.39
							\$1,783.35

CORE							Employer Contribution
	Single	ES	EC	Family			
Premium	\$582.50	\$1,223.25	\$1,001.91	\$1,759.16	Single	30	\$14,210.10
Hanover Twp.	\$473.67	\$835.09	\$710.25	\$1,137.39	ES	6	\$5,010.54
Employee	\$108.83	\$388.16	\$291.66	\$621.77	EC	3	\$2,130.75
					Family	3	\$3,412.17
							\$24,763.56

Monthly Cost to Hanover Township	\$26,546.91
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Total Annual Expense Incurred by Hanover Township for the Medical Plan	\$318,562.92
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Annual Increase to Hanover Township	\$5,939.16
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1.90%

1/1/2023



Carrier		UnitedHealthcare®					
Plan		PPO BD-QB			PPO CORE BC-QC		
Coinsurance		100%/100%			100%/100%		
Individual Deductible		\$3000/\$5000			\$3000/\$5000		
Family Deductible		\$6000/\$10,000			\$6000/\$10,000		
Out of Pocket Limit**		\$4000/\$10,000			\$4000/\$10,000		
Family Out of Pocket		\$8000/\$20,000			\$8000/\$20,000		
Doctor Co-Pay (OV/SV)		Ded, then 100%			Ded, then 100%		
Urgent Care Co-pay		Ded, then 100%			Ded, then 100%		
Emergency Room Co-pay		Ded, then 100%			Ded, then 100%		
Prescription Drugs		Ded, the \$10/\$35/\$60			Ded, the \$10/\$35/\$60		
Lifetime Maximum		Unlimited			Unlimited		
Network		Choice Plus			CORE		
Web Address		www.myuhc.com			www.myuhc.com		
**Includes Deductible							
Medical Rate:		<u>Current</u>		<u>Renewal</u>		<u>Current</u>	
Employee Only	1	\$673.51	\$686.31	30	\$571.64	\$582.50	
Employee/Spouse	0	\$1,414.37	\$1,441.25	6	\$1,200.44	\$1,223.25	
Employee/Child	0	\$1,158.44	\$1,180.46	3	\$983.23	\$1,001.91	
Family	1	\$2,034.01	\$2,072.67	3	\$1,726.36	\$1,759.16	
Total	2	\$2,707.52	\$2,758.98	42	\$32,480.61	\$33,097.71	
Current		\$35,188.13					
Renewal		\$35,856.69					
Increase		1.90%					

Coverage highlights are provided for easy-to-follow comparative purposes only and should not be relied on as absolute.
For details of coverage provisions, limitations, conditions and exclusions, please refer to the health carriers plan design or your policy.