

- 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