



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

April 5, 2023

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 - PV1 Albert J. Giuliano
 - B. Recognition of Streamwood Police Chief Daryl Syre
- V. Hearing Regarding the Hanover Township Budget and Appropriation Ordinance
 - A. Explanation of the Hanover Township Budget and Appropriation Ordinance
 - B. Comments and Questions from the Board regarding the Ordinance
 - C. Comments and Questions from the Public regarding the Ordinance
 - D. Approve – Hanover Township Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2023, and Ending March 31, 2024
 - E. Adjournment to Board Meeting
- 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
 - A. Executive Session Minutes of March 7, 2023
- IX. New Business
 - A. Regular Meeting Minutes of March 21, 2023
 - B. Executive Session Minutes of March 21, 2023
 - C. Appointment to the Senior Citizens Services Committee

**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.**

- X. Executive Session
- XI. Other Business
- XII. Adjournment



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: Albert J. Giuliano

ADDRESS: 1101 W. Bartlett Rd # 214

CITY/ZIP CODE: Bartlett IL. 60103

PHONE #: 847-269-9073

EMAIL ADDRESS: acegagoots@gmail.com

DATE OF BIRTH: August 11, 1932

BRANCH OF SERVICE: Army RANK AT DISCHARGE: private 1st class

YEARS OF SERVICE: FROM 1952 TO 1954

MEDALS AWARDED OR OTHER CITATIONS: no

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



Memorandum

Date: April 5, 2023

To: Hanover Township Board

From: James C. Barr, Township Administrator
Hailey Matich, Administrative Specialist

Re: Finance Committee FY23 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommended budget ordinance for Fiscal Year 2024. Each department submitted to the Office of the Township Administrator a budget following instructions provided by the Finance Committee and Township Administrator stipulating Department Head discretion for non-personnel expenditures and a 6% salary pool for FY24. The Township Board set the salary merit pool to 6% in recognition of inflation and to maintain a competitive wage. Departments were notified that additional special requests would be minimal this year due to anticipated budget constraints. Interest income in FY24, is anticipated to increase substantially. Numerous secondary revenue streams have begun to rebound as COVID-19 restrictions have been lifted such as passport fees, programs fees, and therapy fees. The Township renewed its health insurance at a 1.9% increase. Dental insurance will increase 4.8%, and vision insurance will increase 5.6%. Unemployment will be increasing moderately overall but changing more dramatically by department, due to the use of a new formula which calculates cost based on staff's salaries, in prior years the cost was calculated using the per capita headcount. It is anticipated that the budget will be acted upon at the April 5, 2023 Board meeting. Please feel free to contact Finance Committee Chair, Trustee Martinez, or I should you have any questions, comments, or inquiries regarding the proposed Fiscal Year 2024 budget. Total combined expenditures are recommended to decrease 8.5% from the FY23 budget due to decreased expenditures in the Capital Fund.

Budget Highlights

Department of Aging Services – The Road Maintenance Fund is continuing to fund senior transportation, following the precedent of the prior Highway Commissioners, in the combined amount of \$185,000 as authorized by state statute. \$30,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$155,000 is allocated to operational costs of the senior

transportation program (salaries, fuel, vehicle repair, etc.). The federal grant from Age Options supporting the senior congregate meal program increased 8.4% reflecting increased numbers of meal participants over the last year. Additionally, the Township has seen a large increase in donations to the senior congregate meal program and the Township anticipates these donations to increase 62.5% in FY24. Programming revenue is increasing 36.4% as on-site activity participation rebounds and out trips return following the COVID-19 pandemic. Funding from the Mental Health Board for the Home Delivered Meals program has increased 16.2% due to the increase in program participation. The Senior Home Care Program anticipates receiving \$70,000 in grants and fees related to this program, including a \$40,000 award from the Mental Health Board. Expenditures related to the Home Care Program will now be part of the Social Services Division's budget as the program is no longer in its pilot stage. On the expenditure side, total expenses are budgeted to increase 9.2%. Expenses for the Senior Home Care Program will increase 5% as the program has been budgeted for a full year. The Nutrition Division is budgeted to increase 19.6% this is due to a combination of rising food costs and increased participation in the Congregate and Home Delivered Meals programs. Transportation will see a 3.8% increase in total expenses to accommodate rising fuel and vehicle maintenance costs. Overall, the Department of Aging Services expenditures are budgeted to increase 9.2%

Department of Youth and Family Services – Youth and Family Services is anticipating an increase in revenue of 7.9% due to increases in funding received from the Mental Health Board. Additionally, therapy fees are also expected to increase by 25% due to an increase in service utilization. On the expense side, budget increases are primarily related to personnel costs. Administration & Clinical is budgeted to increase 4.2%, with a significant increase being a 100% increase in Recruitment and Pre-Employment costs. Outreach & Prevention have budgeted to increase expenses by 6.79%. This includes other personnel related cost increases including a 23.33% increase to travel expenditures due to Outreach & Prevention's move to the Izaak Walton Youth Center which resulted in increased mileage incurred during travel to schools served. Youth and Family Services total expenditures are budgeted to increase 5.24%.

Department of Human Services – Human Services is expecting a 2.3% increase in revenue in FY24. This includes a \$5,000 transfer from the Town Fund for Veterans Services. On the expenditure side, travel and training costs are anticipated to increase 33.3% as staff plan to attend more trainings and events related to veteran services. Additionally, several line items have been added for Food Pantry related projects. A Food Pantry Refrigerated Vehicle has been budgeted for in the amount of \$80,000. This would enable the Food Pantry to safely collect perishable food donations as well as deliver perishable food items to homebound clients. \$70,000 has also been budgeted for a Pantry Storage Facility which would enable the department to keep a large stock of non-perishable food items offsite for pantry use. A line item for equipment has also been added in the amount of \$10,000, this will cover costs related to Food Pantry improvements. Including these cost increases, total expenditures are budgeted to increase 28.6%.

Department of Facilities & Road Maintenance – The Facilities Division budget is being increased by 5.8%. Several new line items related to the new Emergency Services Station have been added to the division’s budget, including building maintenance, equipment maintenance, and trash removal. In total \$7,000 has been budgeted for the maintenance of the Emergency Services Station. Additionally, the line item for overall grounds and reserve maintenance is increasing by 15.4% due to the Township’s recent acquisition of an additional 18 acres of land adjacent to the Township’s main campus. In the Road Maintenance Division, total revenue is budgeted to increase 2.5%. This increase is due to increase Replacement Tax and Interest Income. Total expenditures are budgeted to decrease 9.3%. The decrease in expenditures is primarily due to decrease in contract work anticipated in FY24.

Mental Health Board – The Mental Health Board revenue is budgeted to increase by 7.9%. Service contracts are increasing at 7.6% with three new agencies being funded in FY24. Overall Mental Health Board expenditures recommended to grow by 6.8%.

Office of the Assessor – The Assessor’s Office budget is decreasing 3.8% due to decreases in personnel related costs after the retirement of a long time staff member. Training and travel line items have increased with three staff members anticipated to complete Certified Illinois Assessing Officer (CIAO) certifications in FY24.

Office of Community Health – The Office of Community Health is anticipating increased revenue of 13.6%. Total expenditures are budgeted to increase 4% with an increase in salaries and medical supplies.

Department of Emergency Services – The Department of Emergency Services budget is projected to increase by 9.3%. This increase is due to a new Station Utilities line item in the amount of \$10,000. Additionally, vehicle fuel and maintenance will increase by 20% as the department’s fleet has grown and all vehicles are being used more often as call outs increase.

Office of Community Affairs – The Office of Community Affairs is budgeted to increase expenditures by 7%. The increase is primarily due to a 30% increase to community affairs and a 100% increase to community festivals. These increases will accommodate costs associated with the new Summer Concert Series and the Township’s annual Fall Food Truck Festival. Other changes include a 25% increase to the Veterans Honor Roll program and increases to personnel related costs.

Administrative Services – The overall Administrative Services budget will increase by approximately 30.6%. Total revenue will increase 6.9% with replacement taxes increasing 32.5%. Interest income is expected to increase 200% due to the Township renegotiating money

market rates. On the expenditure side, transfers to the vehicle and capital funds have increased significantly to account for the rise in vehicle cost and anticipated early loan repayment. A new line item has been added for the Township's Employee Referral Program in the amount of \$10,000. Additionally, the Education and Training line item will increase 122.2% as the Township has increase the amount available to employees for tuition reimbursement. Overall, Administrative Services expenditures are budgeted to increase 30.6%

Committee for Senior Citizen Services Fund – The Committee for Senior Citizen Services Fund plans a 19.4% increase in revenue as more seniors return to the Senior Center. Expenditures are budgeted to increase 46%. A line item for special projects has been added to the Committee for Senior Citizen Services budget and in FY24 it will be used to provide partial funding for the new client management software in Social Services. The Committee for Senior Citizen Services maintains a large fund reserve which may be spent down in FY24.

Vehicle Fund – Vehicle fund revenue is expected to increase by 41% primarily due to increases in transfers from the Road and Town funds. Expenditures are budgeted to increase 66.7% as the cost of vehicles and buses has increased.

Capital Fund – The Finance Committee is recommending several capital projects for Fiscal Year 2024 including the completion of the Emergency Services Station partially funded by State of Illinois capital grant dollars. Additional projects include improvements to the newly acquired Tiknis Campus expansion buildings and grounds, improvement to the Izaak Walton Reserve and Youth Center as well as a remodel to several of Town Hall's interior rooms. The Township has also budgeted to continue repayment of the 10 year bank loan.

Hanover Township

Final Budget and Appropriation Ordinance

Ordinance

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2023** AND ENDING **MARCH 31, 2024**.
BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: THAT THE FOLLOWING BUDGET, CONTAINING AN ESTIMATE OF REVENUES AND
EXPENDITURES, IS HEREBY ADOPTED FOR THE FOLLOWING FUNDS: TOWN FUND, SENIOR CITIZEN
SERVICES FUND, WELFARE SERVICES FUND, MENTAL HEALTH FUND, COMMITTEE FOR SENIOR SERVICES FUND,
ROAD FUND, RETIREMENT FUND, VEHICLE REPLACEMENT FUND AND CAPITAL PROJECTS FUND FOR THE FISCAL
YEAR MENTIONED ABOVE, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

1. GENERAL TOWN FUND

Beginning Balance April 1, 2023		3,113,682
Estimated Revenues		
3000	Property Tax	4,447,000
3100	Replacement Tax	53,000
3250	Interest Income	30,000
3300	Other Income	5,000
3350	Rent	1,000
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	30,000
3440	YFS - Tutoring Fees	6,000
3445	YFS - MHB Contracts	114,000
3450	Community Health Fees	12,500
3451	Community Affairs Revenue	5,000
3952	Passport Fees	170,000
Total Estimated Revenues		<u>4,878,000</u>
Total Estimated Funds Available		7,991,682
Budgeted Expenditures		
	Administrative Services	2,499,850
	Community Affairs	284,975
	Emergency Services	213,575
	Assessor's Office	202,525
	Facilities Division	611,750
	Community Health	292,075
	Youth and Family Services	1,173,250
Total Expenditures/Appropriations		<u>5,278,000</u>
Estimated Cash on Hand March 31, 2024		<u>2,713,682</u>
Expenditures/Appropriations		
4301	Compensation of Officials	85,900
Town Hall Administration Expense		
4401	Postage	3,500
4404	Office Supplies	6,500
4406	Printing	7,500
4408	Salaries	500,000
4412	Travel	5,000
4414	Memberships, Subs, Pubs	12,500
4420	Pre-Employment Charges	1,000
4424	Education & Training	40,000
4429	Miscellaneous	10,000
4520	Consulting Fees	10,000
4530	Financial Administration	68,000
4531	Community Affairs	6,000
4532	Committee on Youth	3,000
4534	Passport Services	15,000
4535	Legal Notices	1,000
4560	Contingency	50,000
4591	Health Insurance	51,200
4592	Dental, Vision & Life Insurance	4,100
4593	Unemployment	2,500
4594	IMRF Expense	20,450
4595	FICA Expense	15,000
4596	Ancillary Benefits	14,000
Total Town Hall Administration Expense		<u>846,250</u>

Town Hall Expense			
4402	Telephone - Town	9,000	
4403	Utilities - Town Hall	19,000	
4404	Internet Access - Town	12,000	
4405	Equipment Rental - Town	7,000	
Total Town Hall Expense			47,000
Legal/Auditing			
4501	Auditing	15,000	
4502	Legal Services	180,000	
Total Legal/Auditing			195,000
Insurance & Employee Benefits			
4411	Employee Assistance Program	2,600	
4503	General Insurance	170,000	
4507	Flex Plan & 457 Plan	4,000	
4508	Employee Referral Program	10,000	
4514	Employee Recognition	5,000	
4513	Employee Wellness	8,000	
Total Ins & Employee Benefits			199,600
Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	145,000	
4540	Facility Lease	21,100	
4541	Transfer to Vehicle Fund	100,000	
4537	Transfer to GA Fund	5,000	
4547	Transfer to Capital Fund	835,000	
Total Capital Expenditures & Transfers			1,126,100
Total Administrative Services			2,499,850
Community Affairs			
4608	Salaries	153,000	
4611	Education & Training	2,200	
4614	Printing	700	
4615	Postage	550	
4617	Equipment & Furniture	1,300	
4619	Office Supplies	1,300	
4623	Phone & Internet	600	
4624	Travel	2,000	
4625	Communications	48,600	
4626	Community Service Awards	2,200	
4627	Community Affairs	6,500	
4628	Historical Marker Program	2,400	
4629	Dues & Subscriptions	500	
4631	Community Festivals	15,000	
4632	Miscellaneous	1,000	
4633	Social Media Archive and Distribution	4,000	
4634	Technology Application	3,000	
4635	Consulting	1,000	
4636	Website Services	9,500	
4691	Health Insurance	11,700	
4692	Dental, Vision & Life Insurance	1,350	
4693	Unemployment	950	
4694	IMRF Expense	6,125	
4695	FICA Expense	4,500	
4701	Veterans Honor Roll	5,000	
Total Community Affairs			284,975

Emergency Services			
4801	Salaries	77,175	
4802	Equipment	32,000	
4803	Uniforms	6,000	
4804	Printing	1,000	
4805	Postage	200	
4806	Office Supplies	1,500	
4807	Miscellaneous	1,000	
4808	Education & Training	6,000	
4809	Pre-Volunteer Screening	1,500	
4810	Travel	1,000	
4811	Station Utilities	10,000	
4812	Volunteer Appreciation	7,000	
4813	Vehicle Fuel & Maintenance	24,000	
4814	Communications & Dispatch	25,000	
4891	Health Insurance	13,550	
4892	Dental, Vision & Life Insurance	675	
4893	Unemployment	310	
4894	IMRF Expense	3,300	
4895	FICA Expense	2,365	
Total Emergency Services			213,575
Assessor's Office			
4405	Office Supplies	3,500	
4407	Printing	650	
4409	Salaries	147,500	
4411	Equipment	3,000	
4413	Travel	3,000	
4415	Dues, Subs & Publications	2,700	
4419	Training	7,000	
4426	Miscellaneous	450	
4433	Professional Services	250	
4491	Health Insurance	19,800	
4492	Dental, Vision & Life Insurance	1,900	
4493	Unemployment	950	
4494	IMRF Expense	6,800	
4495	FICA Expense	4,525	
4525	Communications	500	
Total Assessor's Office			202,525
Facilities Division			
4200	Salaries	340,000	
4202	Office Supplies	400	
4205	Janitorial Supplies	12,500	
4209	Building Contracts	18,000	
4210	Building Maintenance - Town	6,000	
4211	Building Maintenance - Senior	7,000	
4212	Building Maintenance - Astor	3,000	
4213	Equipment Maintenance - Town	4,000	
4214	Equipment Maintenance - Senior	17,000	
4215	Equipment Maintenance - Astor	2,200	
4216	Equipment Purchase and Rental	3,000	
4217	Education & Training	1,500	
4218	Vehicle Maintenance	4,000	
4219	Vehicle Fuel	9,000	
4220	Seasonal Projects Assistance	28,000	
4221	Cell Phone / Communications	4,000	
4222	Trash Removal - Town	4,000	
4223	Trash Removal - Senior	4,800	
4225	Grounds/Reserve Maintenance	15,000	
4226	Uniforms	1,500	
4227	Miscellaneous	1,000	
4228	Building Maintenance - Izaak	3,000	
4229	Equipment Maintenance - Izaak	2,000	
4230	Trash Removal - Izaak	2,200	
4231	Dues & Subscription	300	
4232	Work Order Software	5,500	
4233	Recruitment & Pre Employment	1,000	
4234	Building Maintenance - ES Station	2,000	
4235	Equipment Maintenance - ES Station	2,000	
4236	Trash Removal - ES Station	3,000	
4291	Health Insurance	68,000	
4292	Dental, Vision & Life Insurance	4,850	
4293	Unemployment	3,200	
4294	IMRF Expense	16,100	
4295	FICA Expense	12,700	
Total Facilities Division			611,750

Community Health			
4450	Salaries	225,000	
4451	Postage	300	
4452	Office Supplies	1,250	
4453	Printing	1,200	
4454	Travel & Training	2,000	
4455	Dues, Subs & Publications	400	
4456	Community Affairs	2,500	
4457	Equipment	2,500	
4459	Professional Services	4,000	
4461	Miscellaneous	1,000	
4462	License/Professional Insurance	100	
4465	Medical Supplies	11,250	
4466	Communications	1,000	
4491	Health Insurance	19,800	
4492	Dental, Vision & Life Insurance	2,025	
4493	Unemployment	1,250	
4494	IMRF Expense	9,600	
4495	FICA Expense	6,900	
Total Community Health			292,075
Youth and Family Services			
Administration & Clinical			
4608	Salaries	520,000	
4611	Education & Training	6,000	
4612	Consulting Fees	3,600	
4613	Answering Service	1,200	
4614	Printing	1,500	
4615	Postage	500	
4616	Books and Journals	400	
4617	Equipment Maintenance	2,600	
4618	Psychiatric backup	9,000	
4619	Office Supplies	4,000	
4620	Community Affairs	3,800	
4621	Recruitment & Pre-Employment	3,000	
4622	Miscellaneous	500	
4623	Travel	3,000	
4624	Client Mgmt Software	3,600	
4626	Equipment and Furniture	3,000	
4628	Tutoring	27,500	
4629	Dues & Subscriptions	500	
4691	Health Insurance	56,300	
4692	Dental, Vision & Life Insurance	5,400	
4693	Unemployment	5,250	
4694	IMRF Expense	22,000	
4695	FICA Expense	16,650	
Total Administration & Clinical			699,300
Outreach & Prevention			
4627	Open Gym Program	8,000	
4628	Open Gym Salaries	155,700	
4640	Salaries	207,400	
4643	Education & Training	2,000	
4644	Travel	3,700	
4645	Printing	1,000	
4649	Professional Services	1,200	
4650	Program Supplies	2,000	
4651	Cell Phones	3,000	
4652	Substance Abuse Prevention Program	3,200	
4655	Transportation	500	
4656	Youth Center Equipment	1,500	
4657	Youth Center Programs	2,000	
4658	Youth Center Utilities	7,200	
4659	Youth Center Phone & Internet	3,500	
4791	Health Insurance	43,000	
4792	Dental, Vision & Life Insurance	3,350	
4793	Unemployment	3,700	
4794	IMRF Expense	10,900	
4795	FICA Expense	11,100	
Total Outreach & Prevention			473,950
Total Youth & Family Services			1,173,250
Total Town Fund Expenses/Appropriations			5,278,000

2. SENIOR CITIZEN SERVICES FUND

Beginning Balance April 1, 2023

1,164,183

Estimated Revenues

3000	Property Tax	1,270,475
3250	Interest Income	12,500
3300	Other Income	5,000
3325	AID Transportation Fees	32,500
3330	Mental Health Services Funding	75,000
3350	LIHEAP Fees	10,000
3355	Senior Health Insurance Grant	7,000
3425	Senior Center & Transportation Grants	33,700
3426	Congregate Nutrition Grant	94,000
3450	Transfer From Road Maintenance	155,000
3455	Memory Café Grant	7,500
3500	Senior Programs	150,000
3501	Congregate Meal Donations	52,000
3502	Senior Home Care Pilot Program	70,000
3504	Home Delivered Meals Grant	166,000
3505	Home Delivered Meals Donations	44,000
3507	Material Fees	14,500
3508	Nutrition Event Catering	1,500
3509	Lending Closet	15,000
3510	Home Delivered Meals MHB Funding	20,000

Total Estimated Revenue

2,235,675

Total Estimated Funds Available

3,399,858

Total Expenditures/Appropriations

2,235,675

Estimated Cash on Hand March 31, 2024

1,164,183

Expenditures

Administration

4517	Salaries	162,350
4523	Recruitment	2,000
4524	Utilities	52,000
4525	Telephone & Internet	750
4527	Equipment	12,500
4528	Office Supplies	7,000
4529	Postage	1,500
4530	Printing	4,000
4534	Dues, Sub & Publications	2,500
4535	Travel	1,500
4536	Education & Training	1,000
4537	Custodial Services	16,500
4538	Community Affairs	2,000
4539	Miscellaneous	1,000
4591	Health Insurance	33,670
4592	Dental, Vision & Life Insurance	750
4593	Unemployment	620
4594	IMRF Expense	6,940
4595	FICA Expense	4,970

Total Administration

313,550

Enrichment Programs			
4515	Programming	120,000	
4520	Volunteer Services	16,000	
4526	Senior Newsletter	10,000	
4532	Visual Arts	10,000	
4534	Program Salaries	271,000	
4535	Program Training	1,000	
4536	Program Staff Travel	500	
4891	Health Insurance	58,700	
4892	Dental, Vision, & Unemployment	2,760	
4893	Unemployment	2,200	
4894	IMRF Expense	10,600	
4895	FICA Expense	8,300	
Total Programs			511,060
Social Services			
4516	Social Services Supplies	1,000	
4519	Senior Assistance	3,000	
4560	Psychiatric Services	500	
4561	Salaries	208,300	
4562	Training	1,000	
4563	Travel	500	
4564	Senior Health Ins Program	7,000	
4565	Memory Café	5,000	
4566	Client Software	7,500	
4567	Senior Home Care Program	105,000	
4991	Health Insurance	30,400	
4992	Dental, Vision, & Life Insurance	2,700	
4993	Unemployment	1,250	
4994	IMRF Expense	8,900	
4995	FICA Expense	6,375	
Total Social Services			388,425
Nutrition			
5550	Congregate Salaries	80,000	
5551	Congregate Food	80,000	
5552	Congregate Equipment	1,500	
5553	Congregate Supplies	10,000	
5554	Training	500	
5555	Travel	500	
5556	Home Delivered Meals Salaries	80,500	
5558	Home Delivered Meals Food	120,000	
5559	Home Delivered Meals Equipment	2,500	
5560	Home Delivered Meals Supplies	10,000	
5561	Event Catering	1,000	
5791	Health Insurance	3,600	
5792	Dental, Vision & Life Insurance	670	
5793	Unemployment	1,550	
5794	IMRF Expense	6,650	
5795	FICA Expense	4,900	
Total Nutrition			403,870
Transportation			
4513	Alternative Transportation	2,000	
4518	Vehicle Maintenance	55,000	
4546	Salaries	385,000	
4547	Dispatch Software	18,550	
4550	Telephone	5,500	
4551	Training	2,000	
4552	Fuel	40,000	
4553	Uniforms	1,000	
4554	Travel	500	
4555	Employee Screenings	2,250	
4691	Health Insurance	72,300	
4692	Dental, Vision & Life Insurance	5,400	
4693	Unemployment	2,725	
4694	IMRF Expense	15,190	
4695	FICA Expense	11,355	
Total Transportation			618,770
Total Senior Citizen Services Fund Appropriations			2,235,675

3. GENERAL ASSISTANCE FUND

Beginning Balance April 1, 2023		863,174
Estimated Revenues		
3000	Property Tax	459,002
3100	Replacement Tax	5,000
3250	Interest Income	4,000
3300	Other Income	10,000
3325	CEDA - LIHEAP	8,000
3350	Transfer from Town Fund	5,000
Total Estimated Revenues		491,002
Total Estimated Funds Available		1,354,176
Total Expenditures/Appropriations		832,065
Estimated Cash on Hand March 31, 2024		522,111
Expenditures		
Home Relief		
4102	Rent	100,000
4103	Utilities	20,000
4105	Personal Essentials	18,000
4106	Travel Expenses	8,000
4110	Burial	1,500
4107	Medical	25,000
4116	Catastrophic Insurance Premium	3,500
4117	Miscellaneous	100
4119	Emergency Assistance	115,000
Total General Assistance Home Relief		291,100
Administration		
4201	Salaries	207,000
4202	Office Supplies	5,000
4204	Equipment	4,000
4205	Travel & Training	4,000
4206	Postage	200
4210	Printing	1,500
4212	Dues & Publications	500
4213	Community Affairs	1,000
4507	Professional Services	4,000
4509	Volunteer Appreciation	2,000
4510	Miscellaneous	500
4511	Phone & Internet	2,400
4591	Health Insurance	24,600
4592	Dental, Vision & Life Insurance	2,050
4593	Unemployment	950
4594	IMRF Expense	9,000
4595	FICA Expense	6,400
Total General Assistance Administration		275,100
Pantry		
4460	Salaries	52,200
4461	Utilities	8,750
4462	Custodial Services	16,500
4463	Trash Removal	8,500
4464	Equipment	10,000
4465	Pantry Refrigerated Vehicle	80,000
4466	Pantry Storage Facility	70,000
4391	Health Insurance	15,100
4392	Dental, Vision & Life Insurance	675
4393	Unemployment	310
4394	IMRF Expense	2,230
4395	FICA Expense	1,600
Pantry		265,865
Total General Assistance Fund Appropriations		832,065

4. COMMITTEE FOR SENIOR SERVICES

Beginning Balance April 1, 2023**69,988**

Estimated Revenues

3600	Gift Shop	12,000
3605	Soda/Snack Vending	1,500
3610	Party/Bingo Raffles	750
3625	Restaurant Fundraisers	2,000
3630	Special Events	2,500
3635	Interest	50

Total Estimated Revenues

18,800

Total Estimated Funds Available

88,788

Total Expenditures/Appropriations

36,500**Estimated Cash on Hand March 31, 2024****52,288**

Expenditures

5100	Gift Shop	1,750
5105	Soda/Snack Vending	1,200
5110	Gift Cards	2,700
5115	Social Services Support	2,000
5120	Donations	500
5125	Entertainment	1,000
5130	Raffle Expense	100
5135	Bingo Expense	1,000
5145	Special Events	2,200
5150	Computer Supplies	100
5155	Scholarship	500
5160	Contingency	2,000
5165	Community Relations	1,000
5170	Miscellaneous	100
5175	Special Projects	20,350

Total Committee for Senior Services

36,500

5. MENTAL HEALTH FUND

Beginning Balance April 1, 2023			1,231,160
Estimated Revenues			
3000	Property Tax	1,425,827	
3100	Replacement Tax	15,000	
3250	Interest Income	8,000	
3300	Other Income	1,000	
3350	Rental Income	8,000	
3850	Tide Transportation Fee	10,000	
3950	AID Transportation Fees	1,000	
Total Estimated Revenues			<u>1,468,827</u>
Total Estimated Funds Available			2,699,987
Budgeted Expenditures			
	Service Contracts	1,567,500	
	Administration	136,835	
	Community Resource Center	37,500	
Total Expenditures/Appropriations			<u>1,741,835</u>
Mental Health Fund			
Estimated Cash on Hand March 31, 2024			958,152
Expenditures			
Service Contracts			
4100	CAC CASI	20,000	
4102	CAC Family Support	10,500	
4103	CAC Safe from the Start	21,000	
4104	CCC Shelter	22,400	
4105	CCC Counsel	40,000	
4108	AID Nutrition Ed and Skills	41,000	
4109	AID Case Management	8,000	
4113	Clearbrook Day Services	9,500	
4123	Easter Seals	75,000	
4130	Northwest CASA	12,000	
4131	AID Transportation	32,500	
4132	Ecker Therapy Services	90,000	
4133	Ecker Crisis Services	18,000	
4135	Ecker Center/Substance	65,000	
4136	HTYFS Psychiatric Back-up	9,000	
4137	HTYFS Alt. to Suspension	25,000	
4138	Contract Support Services	125,000	
4139	HTYFS Substance Abuse	52,000	
4141	Shelter Inc Healthy Families	9,000	
4142	Centro de Informacion	32,500	
4146	Bridge YFS - Crisis Intervention	5,000	
4148	FSA Therapy Services	43,500	
4158	Summitt Center	15,000	
4162	TIDE Transportation	25,000	
4165	Alexian / Ascension - Psych	18,000	
4166	PADS of Elgin	37,500	
4167	HTSS - Senior MH	55,000	
4175	WINGS Transitional Shelter	5,000	
4177	Staff Development Fund	30,000	
4179	Challenge Grant Fund	60,000	
4180	Capital Grant Fund	145,000	
4185	Little City Foundation	5,200	
4190	Maryville Academy - Eisenberg Campus	20,000	
4192	Leyden FS - Detox/Rehab	5,000	
4200	Kenneth Young Center - SASS	5,000	
4201	Journeys - Hope Center	5,000	
4203	Clearbrook - Residential	11,000	
4204	Eater Seals: DD Mental Health	18,900	
4205	Mental Health Housing	110,000	
4207	Girl Scouts of Northern IL - Outreach	14,000	
4208	About Behavioral Change	10,000	
4209	Elderday	8,000	
4210	Ray Graham Association	17,500	
4221	HTSS Home Delivered Meals	20,000	
4222	HTYFS Bilingual Therapist	27,500	
4223	Marklund	25,000	
4225	CAU -DD Services	12,000	
4226	Fellowship Housing	5,000	
4227	AARA	40,000	
4228	HTAS Senior in Home Care	40,000	
4229	Partners In Our Communities	12,000	
Total Service Contracts			1,567,500

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	8,000	
4005	Training	1,000	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	68,000	
4012	Office Supplies	2,500	
4013	Postage	1,000	
4014	Equip / Database	4,500	
4537	Community Relations	3,000	
4538	Miscellaneous	500	
4539	Dues	5,000	
4540	Special Events	1,000	
4541	Printing	2,000	
4544	Consultants	4,000	
4591	Health Insurance	18,700	
4592	Dental, Vision and Life Insurance	675	
4593	Unemployment	310	
4594	IMRF Expense	6,000	
4595	FICA Expense	5,000	
Total Administration			136,835
Community Resource Center			
4210	Utilities	10,000	
4213	Janitorial	6,000	
4214	Rent	10,000	
4217	Capital Improvements	1,000	
4250	Building Maintenance	4,000	
4286	Agency Support Services	6,500	
Total Community Resource Center			37,500
Total Mental Health Fund Appropriations			1,741,835

6. ROAD FUND

773,390

Beginning Balance April 1, 2023

Estimated Revenues

3000	Property Tax	865,845
3100	Replacement Tax	40,000
3250	Interest Income	4,000
3300	Permits and Fines	1,000
3400	Traffic Enforcement Fees	1,000
3500	Other	1,000

Total Estimated Revenues 912,845

Total Estimated Funds Available 1,686,235

Budgeted Expenditures

Road Maintenance	1,008,000
Equipment	181,500
Bridge Maintenance	5,000
Buildings	35,000
Administration/Transfers*	305,600

Total Expenditures/Appropriations 1,535,100

Estimated Cash on Hand March 31, 2024 151,135

Expenditures

Road Maintenance

4600	Controlled Substance Test	1,500
4601	Salaries	219,000
4602	Operating Supplies & Materials	25,000
4603	Fuel	20,000
4606	Engineering	90,000
4607	Contract Work	550,000
4610	Street Lighting	10,000
4614	Signs, Stripping & Tree Removal	12,500
4616	Salt	80,000

1,008,000

Total Road Maintenance

Equipment

4604	Machine Rental	1,500
4608	Equipment Purchase	150,000
4609	Maintenance Vehicles & Equip	30,000

Total Equipment 181,500

Bridge Maintenance

4615	Bridge Repair and Maintenance	5,000
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Total Bridge Maintenance 5,000

Buildings

4612	Buildings & Perm Improvement	25,000
4613	Building Maintenance	10,000

Total Buildings 35,000

Administration

4700	Postage	1,000
4701	Legal	20,000
4702	Liability Insurance	30,000
4704	Phone and Data	1,000
4705	Dues, Subscriptions & Publications	1,000
4706	Travel	500
4707	Printing	500
4708	Training & Conferences	1,000
4709	Uniforms and Safety Equipment	1,500
4710	Community Affaris	4,000
4711	Utilities	6,000
4712	Miscellaneous	1,000
4713	Recruitment	1,500
4714	Office Supplies	500
4716	Transfer to Sr Transportation*	155,000
4717	Transfer to Vehicle Fund*	30,000
4791	Health Insurance	20,000
4792	Dental, Vision & Life Insurance	1,900
4793	Unemployment	2,700
4794	IMRF Expense	14,000
4795	FICA Expense	12,500

Total Administration 305,600

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

Total Road Fund Appropriations 1,535,100

7. IMRF FUND

Beginning Balance April 1, 2023		89,404
Estimated Revenues		
3000 Property Tax	214,900	
3250 Interest Income	800	
Total Estimated Revenues		<u>215,700</u>
Total Estimated Funds Available		305,104
Budgeted Expenditures/Appropriations		
4508 IMRF	215,700	
Total Expenditures/Appropriations		<u>215,700</u>
Estimated Cash on Hand March 31, 2024		89,404

8. SOCIAL SECURITY FUND

Beginning Balance April 1, 2023		59,862
Estimated Revenues		
3000 Property Tax	174,500	
3250 Interest Income	500	
Total Estimated Revenues		<u>175,000</u>
Total Estimated Funds Available		234,862
Budgeted Expenditures/Appropriations		
4522 Social Security	175,000	
Total Expenditures/Appropriations		<u>175,000</u>
Estimated Cash on Hand March 31, 2024		59,862

9. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2023		436,936
Estimated Revenues		
3250 Interest Income	2,000	
3440 Bus Fares & Donations	9,000	
3450 Transfer from Road Maintenance*	30,000	
3460 Transfer from Town Fund	100,000	
Total Estimated Revenues		<u>141,000</u>
Total Estimated Funds Available		577,936
Budgeted Expenditures		
4408 Vehicle Purchase	50,000	
4540 Senior Bus Purchase	150,000	
Total Expenditures/Appropriations		<u>200,000</u>
Estimated Cash on Hand March 31, 2024		377,936

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

10. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2023		947,782
Estimated Revenues		
3445 Grant	2,000,000	
3455 From Town Fund	835,000	
Total Estimated Revenues		<u>2,835,000</u>
Total Estimated Funds Available		3,782,782
Budgeted Expenditures		
4414 Emergency Services Station & Campus Expansion	2,500,000	
4420 Izaak Walton Reserve	40,000	
4425 Building & Permanent Improvements	85,000	
4430 Loan Repayment	755,000	
Total Expenditures/Appropriations		<u>3,380,000</u>
Estimated Cash on Hand March 31, 2024		402,782

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES
FOR THE FISCAL YEAR ENDING MARCH 31, 2024, BY FUND IS:

GENERAL TOWN FUND	5,278,000
SENIOR CITIZEN SERVICES FUND	2,235,675
GENERAL ASSISTANCE FUND	832,065
MENTAL HEALTH FUND	1,741,835
COMMITTEE FOR SENIOR SERVICES	36,500
ROAD FUND	1,535,100
IMRF FUND	215,700
FICA FUND	175,000
VEHICLE REPLACEMENT FUND	200,000
CAPITAL PROJECTS FUND	3,380,000

TOTAL APPROPRIATIONS 15,629,875

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES
SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN
SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF
Fifteen Million Six Hundred Twenty Nine Thousand Eight Hundred Seventy Five
(\$15,629,875) FOR THE FISCAL YEAR ENDING MARCH 31, 2024.

SECTION 4: THAT IF ANY SECTION, SUBDIVISION, OR SENTENCE OF THIS ORDINANCE SHALL
FOR ANY REASON BE HELD INVALID, SUCH DECISION SHALL NOT AFFECT THE VALIDITY
OF THE REMAINING PORTIONS OF THIS ORDINANCE.

SECTION 5: THAT SECTION 2 SHALL BE AND IS THE ANNUAL APPROPRIATION ORDINANCE
OF THIS TOWNSHIP, PASSED BY THE BOARD OF TRUSTEES AS REQUIRED BY LAW, AND SHALL
BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

SECTION 6: THAT A CERTIFIED COPY OF THIS BUDGET AND APPROPRIATION ORDINANCE
MUST BE FILED WITH THE COOK COUNTY CLERK WITHIN 30 DAYS AFTER ITS ADOPTION.

ADOPTED ON April 5, 2023 AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS,
BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____
Nays _____
Absent _____

Supervisor

Township Clerk

CERTIFICATION

I, Kathleen Dolan Baumer , do hereby certify that I am Clerk of the Hanover Township,
Cook County, Illinois and that the foregoing is a true, correct and exact copy
of Ordinance No. 2021-_____ adopted and approved by the Board of Trustees of
said Township at the regular meeting, duly and legally called, and held April 5, 2023, as
the same appears in the records in my possession and custody as such clerk.

Dated this April 5, 2023

Township Clerk

Hanover Township

Board Audit Report

From 3/21/23 - 4/3/23

	<u>Total</u>
Total Town Fund	21,783.93
Total Senior Services Fund	24,233.76
Total General Assistance Fund	12,079.97
Total Road Maintenance Fund	1,299.71
Total Committee for Senior Citizens Services	250.00
Total Mental Health Board Fund	51,699.50
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	
 Total All Funds	 <u><u>111,346.87</u></u>

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
10A · Town Assets					
1001650 · Prepaid Expense					
Check	03/21/2023	150977	Tranquility Yoga Studio	Yoga Instruction April	454.99
Check	03/28/2023	151082	Hedy Duggan	Inv# 119 Ageless Grace Fitness Class May/June	300.00
Check	03/31/2023	151109	Archive Social	Inv# 27359 Annual Social Media Record Archive Subscription	3,137.40
Check	03/31/2023	151114	Ignite the Courage	Car Show Sponsor	500.00
Check	03/31/2023	151117	Grancius	Inv# 162843 Annual Website Hosting/Maintenance	9,380.48
Total 1001650 · Prepaid Expense					13,772.87
Total 10A · Town Assets					13,772.87
11A · Senior Center Assets					
1101520 · Prepaid Expense					
Check	03/28/2023	151078	Cesar Grimaldo	Inv# 6260 French/Spanish Instruction May/June	450.00
Check	03/28/2023	151080	Cynthia Sutherland	Tai Chi Instructor May/June	315.00
Check	03/31/2023	151102	The Fireside Theatre	Inv# 876684 Lunch/Show - Grumpy Old Men (33)	2,376.00
Check	03/31/2023	151103	The Chicago Tour Company	Polish Church Tour (26)	1,222.00
Check	03/31/2023	151104	Sanfilippo Foundation	Estate Tour (26)	780.00
Check	03/31/2023	151105	Dance Alternatives, Inc. (Janet Kruse)	Inv# HT05062023 Line Dance Classes May/June	360.00
Total 1101520 · Prepaid Expense					5,503.00
Total 11A · Senior Center Assets					5,503.00
1103 · Aging Services - Revenue					
1103500 · Senior Programs					
Check	03/31/2023	151100	Marilyn Gaughan	Program Refund	110.00
Check	03/31/2023	151101	Donna Mierwinski	Program Refund	124.00
Total 1103500 · Senior Programs					234.00
Total 1103 · Aging Services - Revenue					234.00
1014 · Town Fund - Expenditures					
101CHN · Community Health					
1014452 · Office Supplies					
Check	03/21/2023	150979	Accurate Office Supply Co	Inv# 586564 Plates, Paper	30.07
Check	03/28/2023	151074	Accurate Office Supply Co	Inv# 590628 Folders, Cups, Forks	163.52
Check	03/28/2023	151079	COTG	Inv# 4328243 Copy Charges 2/25-3/24	12.43
Total 1014452 · Office Supplies					206.02
1014457 · Furniture and Computer Equip					
Check	03/28/2023	151086	Leaf (379-002)	Inv# 14477806 Copier Lease	82.46
Total 1014457 · Furniture and Computer Equip					82.46
Total 101CHN · Community Health					288.48
101CVA · Community Affairs					

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
101CMA · Community Relations					
1014626 · Community Service Award					
Check	03/31/2023	151111	A1 Trophies & Awards	Inv# 17958 Community Service Awards (13)	578.50
Check	03/31/2023	151115	Kwik Print	Inv# 73012 Community Service Awards Booklet (100)	496.00
Total 1014626 · Community Service Award					1,074.50
Total 101CMA · Community Relations					1,074.50
Total 101CVA · Community Affairs					1,074.50
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	03/28/2023	151095	Ray O'herron Co., Inc.	Inv# 3151041 Duty Boots	130.00
Total 1014803 · Uniforms					130.00
1014813 · Vehicle Fuel & Maintenance					
Check	03/21/2023	150963	Village of Hanover Park (Fuel)	Inv# 2023-18007 Feb 2023 Fuel	2,831.90
Total 1014813 · Vehicle Fuel & Maintenance					2,831.90
Total 101ES · ES - Expenditures					2,961.90
101MAIN · Facilities Maintenance					
1014219 · Vehicle Fuel - Town					
Check	03/21/2023	150963	Village of Hanover Park (Fuel)	Inv# 2023-18007 Feb 2023 Fuel	560.00
Total 1014219 · Vehicle Fuel - Town					560.00
Total 101MAIN · Facilities Maintenance					560.00
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	03/21/2023	150966	Comcast (185)	Inv# 163381607 Monthly Service Feb 2023	418.32
Check	03/28/2023	151075	AT&T 803	Acct# 630 Z99-0161 803 Monthly Charge 3/16-4/15	44.01
Total 1014402 · Telephone - Town					462.33
1014403 · Utilities - Town					
Check	03/28/2023	151091	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 2/15-3/17	525.74
Check	03/28/2023	151092	Nicor 91	Monthly Charges 1/17-3/16	351.59
Total 1014403 · Utilities - Town					877.33
1014405 · Internet Access - Town					
Check	03/21/2023	150965	AT&T 824	Acct# 253810824 Back-up Internet 1/28-2/27	89.99
Check	03/21/2023	150967	Comcast (098)	Inv# 163381594 Monthly Ethernet Internet Feb 2023	949.18
Total 1014405 · Internet Access - Town					1,039.17

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
Total 101THE · Town Hall Expense					2,378.83
101TOE · Town Office Expense					
1014424 · Education & Training					
Check	03/28/2023	151089	Medea & Associates Inc	Inv# 11154-6 C3 Training Workbooks	129.65
Total 1014424 · Education & Training					129.65
1014429 · Miscellaneous					
Check	03/28/2023	151076	Basic Benefits	Inv# IN2686089 ACA Filing Renewal 2022	564.25
Total 1014429 · Miscellaneous					564.25
Total 101TOE · Town Office Expense					693.90
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094623 · Travel					
Check	03/21/2023	150975	Amy Sears	Mileage Reimbursement Feb	29.08
Check	03/28/2023	151093	Nunez, Maria	Mileage Reimbursement Feb	24.37
Total 1094623 · Travel					53.45
Total 109ADM · Administration & Clinical					53.45
Total 109YFS · Youth & Family Services					53.45
Total 1014 · Town Fund - Expenditures					8,011.06
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104527 · Equipment					
Check	03/28/2023	151086	Leaf (379-002)	Inv# 14477806 Copier Lease	82.47
Check	03/31/2023	151116	Wells Fargo Financial Leasing Inc	Inv# 5024231931 Main Copier Lease 3/2-4/1	289.85
Total 1104527 · Equipment					372.32
1104528 · Office Supplies					
Check	03/31/2023	151110	Accurate Office Supply Co	Inv# 590504 Laminating Sheets	24.75
Check	03/31/2023	151110	Accurate Office Supply Co	Inv# 590289 Copy Paper/Labels/Markers	516.13
Check	03/31/2023	151110	Accurate Office Supply Co	Inv# 590759 Copy Paper/Dish Soap	159.50
Total 1104528 · Office Supplies					700.38
1104533 · Printing					
Check	03/28/2023	151079	COTG	Inv# 4328243 Copy Charges 2/25-3/24	169.94
Check	03/28/2023	151094	Precise Printing Network, Inc.	Inv# 53791 Aging Services Trifold Brochure	328.00
Total 1104533 · Printing					497.94
1104542 · Senior Home Care Pilot Program					

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
Check	03/28/2023	151090	Mitchell, Sarec	Mileage Reimbursement March	25.15
Total 1104542 · Senior Home Care Pilot Program					25.15
Total 1104ADM · Administration					1,595.79
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	03/21/2023	150973	Perri {1}, Marilyn	Congregate Food	17.35
Check	03/28/2023	151081	Get Fresh Produce, Inc	Congregate Food	717.95
Check	03/28/2023	151073	Gordon Food Service	Cafe Food	3,426.56
Check	03/31/2023	151107	Perri {1}, Marilyn	Congregate Food	65.83
Check	03/31/2023	151112	Gordon Food Service	Cafe Food	1,398.79
Check	03/31/2023	151113	Get Fresh Produce, Inc	Congregate Food	893.66
Total 1105551 · Congregate Food					6,520.14
1105553 · Congregate Supplies					
Check	03/28/2023	151081	Get Fresh Produce, Inc	Congregate Supplies	59.73
Check	03/28/2023	151073	Gordon Food Service	Cafe Supplies	543.86
Check	03/31/2023	151112	Gordon Food Service	Cafe Supplies	0.00
Check	03/31/2023	151113	Get Fresh Produce, Inc	Congregate Supplies	121.08
Total 1105553 · Congregate Supplies					724.67
1105558 · Home Delivered Meals Food					
Check	03/21/2023	150973	Perri {1}, Marilyn	HDM Food	17.36
Check	03/28/2023	151081	Get Fresh Produce, Inc	HDM Food	717.95
Check	03/28/2023	151073	Gordon Food Service	HDM Food	3,426.54
Check	03/31/2023	151107	Perri {1}, Marilyn	HDM Food	65.83
Check	03/31/2023	151112	Gordon Food Service	HDM Food	1,368.02
Check	03/31/2023	151113	Get Fresh Produce, Inc	HDM Food	545.59
Total 1105558 · Home Delivered Meals Food					6,141.29
1105560 · Home Delivered Meals Supplies					
Check	03/28/2023	151081	Get Fresh Produce, Inc	HDM Supplies	59.72
Check	03/28/2023	151073	Gordon Food Service	HDM Supplies	543.85
Check	03/31/2023	151112	Gordon Food Service	HDM Supplies	69.85
Check	03/31/2023	151113	Get Fresh Produce, Inc	HDM Supplies	142.27
Total 1105560 · Home Delivered Meals Supplies					815.69
Total 1104NUT · Nutrition					14,201.79
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	03/21/2023	150969	Giuseppa Crisopulli	In the Kitchen Supplies 3/15	64.66
Check	03/21/2023	150976	Tranquility Yoga Studio	Yoga Instruction March	374.99
Check	03/28/2023	151077	Cambra, Tommasina J	Auxillary Dinner Supplies	10.76
Check	03/28/2023	151077	Cambra, Tommasina J	Veteran's Dinner Supplies	34.41

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
Check	03/31/2023	151110	Accurate Office Supply Co	Inv# 590289 Coffee/Coffee Supplies	133.97
Check	03/31/2023	151110	Accurate Office Supply Co	Inv# 590759 Water	38.28
Total 1104515 · Programming					657.07
1104520 · Volunteer Services					
Check	03/21/2023	150970	Lara, Jennifer	Home Delivered Meals Mileage Reimbursement March	13.10
Check	03/21/2023	150971	Lana Harvey	Home Delivered Meals Mileage Reimbursement March	12.45
Check	03/21/2023	150972	Lynn Marinelli	Home Delivered Meals Mileage Reimbursement Feb-Mar	64.85
Check	03/28/2023	151087	Linda Knobloch	Home Delivered Meals Mileage Reimbursement Jan - Mar	96.61
Check	03/28/2023	151088	Mary Wojtczak	Home Delivered Meals Mileage Reimbursement March	28.56
Total 1104520 · Volunteer Services					215.57
Total 1104PRO · Enrichment Programs					872.64
1104SOC · Social Services					
1104519 · Senior Assistance					
Check	03/28/2023	151083	James A O'Connor Funeral Home	Funeral Assistance	200.00
Total 1104519 · Senior Assistance					200.00
Total 1104SOC · Social Services					200.00
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	03/21/2023	150974	Redmon's Towing	Ticket# 514678 Tow# 139 to Kammes Truck Repair	270.00
Check	03/21/2023	150978	Valvoline	Inv# 51679 Oil Change Bus 143	78.17
Check	03/28/2023	151084	Kammes Auto & Truck Repair, Inc.	Inv# 140256 Step Repair Parking Brake	491.76
Total 1104518 · Vehicle Maintenance					839.93
1104552 · Fuel					
Check	03/21/2023	150963	Village of Hanover Park (Fuel)	Inv# 2023-18007 Feb 2023 Fuel	786.61
Total 1104552 · Fuel					786.61
Total 1104TRN · Transportation					1,626.54
Total 1104 · Aging Services - Expenditures					18,496.76
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	03/28/2023	151096	Rework by ROE	Inv# 28486 Keyboard	95.00
Check	03/28/2023	151097	Staples	Inv# 3531559741 Copy Paper	67.41
Check	03/28/2023	151097	Staples	Inv# 3532379366 Toner	189.94
Check	03/28/2023	151097	Staples	Inv# 3532379367 Toner, Office Supplies	215.46
Total 2024202 · Office Supplies					567.81
2024210 · Printing					

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
Check	03/28/2023	151085	Kwik Print	Inv# 73020 Job Fair Brochure	199.90
Total 2024210 · Printing					199.90
Total 2024ADM · Administration					767.71
2024HOM · Home Relief					
2024102 · Rent					
Check	04/03/2023	6254	Michelle Breen	April 2023 Rent	650.00
Check	04/03/2023	6255	Valerie Woodcock	April 2023 Rent	210.00
Check	04/03/2023	6256	Spring Lakes Estates	April 2023 Rent	765.00
Check	04/03/2023	6257	Loancare	April 2023 Rent	975.00
Check	04/03/2023	6260	Spring Lakes Estates	April 2023 Rent	685.00
Check	04/03/2023	6261	3A's Property	April 2023 Rent	975.00
Check	04/03/2023	6262	Sheng Guo	April 2023 Rent	925.00
Check	04/03/2023	6263	State Farm Del Vassey	Rent Assistance	106.33
Check	04/03/2023	6264	Nature Homes of the Meadows HOA	April Rent 2023	275.00
Check	04/03/2023	6265	Shellpoint	April Rent 2023	517.52
Check	04/03/2023	6267	Larry Bennett	April 2023 Rent	500.00
Total 2024102 · Rent					6,583.85
2024103 · Utilities					
Check	04/03/2023	6258	Com Ed GA Home Relief	Utilities Assistance	74.43
Check	04/03/2023	6259	NICOR GA Home Relief	Utilities Assistance	215.57
Total 2024103 · Utilities					290.00
2024105 · Personal Essentials					
Check	04/03/2023	6253	Walmart	Personal Essentials (3)	350.00
Total 2024105 · Personal Essentials					350.00
2024106 · Travel Expenses					
Check	04/03/2023	6252	BP Gas Station	Fuel Assistance	50.00
Check	04/03/2023	6263	State Farm Del Vassey	Transportation Assistance	76.15
Check	04/03/2023	6266	State Farm Salah, Neal	Auto Insurance Assistance	32.26
Total 2024106 · Travel Expenses					158.41
2024119 · Emergency Assistance					
Check	03/28/2023	6251	Orchard Hill Apartments	Emergency Assistance	1,680.00
Check	04/03/2023	6268	Sarban Argarwalla	Emergency Assistance	2,250.00
Total 2024119 · Emergency Assistance					3,930.00
Total 2024HOM · Home Relief					11,312.26
Total 2024 · Human Services - Expenditures					12,079.97
3034 · Road Maintenance - Expenditures					

Hanover Township Board Audit Report

March 21 through April 3, 2023

Type	Date	Num	Name	Memo	Amount
3034ADM · Administration					
3034711 · Utilities					
Check	03/21/2023	150968	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 2/8-3/9	19.23
Total 3034711 · Utilities					19.23
Total 3034ADM · Administration					19.23
3034ROD · Road Maintenance					
3034603 · Fuel					
Check	03/21/2023	150963	Village of Hanover Park (Fuel)	Inv# 2023-18007 Feb 2023 Fuel	1,280.48
Total 3034603 · Fuel					1,280.48
Total 3034ROD · Road Maintenance					1,280.48
Total 3034 · Road Maintenance - Expenditures					1,299.71
4045 · Comm/SR Citizens Svcs - Expense					
4045115 · Senior Support					
Check	03/28/2023	151083	James A O'Connor Funeral Home	Funeral Assistance	250.00
Total 4045115 · Senior Support					250.00
Total 4045 · Comm/SR Citizens Svcs - Expense					250.00
5054 · Mental Health - Expenditures					
5054SVC · Service Contracts					
5054130 · Northwest Casa					
Check	03/31/2023	151098	Northwest CASA	Sexual Assault Intervention	1,699.50
Total 5054130 · Northwest Casa					1,699.50
5054138 · Contract Support Services					
Check	03/31/2023	151098	Northwest CASA	Victims of Crime Funding	25,000.00
Check	03/31/2023	151099	Childrens Advocacy Ctr of Nwst Co County	Victims of Crime Funding	25,000.00
Total 5054138 · Contract Support Services					50,000.00
Total 5054SVC · Service Contracts					51,699.50
Total 5054 · Mental Health - Expenditures					51,699.50
TOTAL					111,346.87

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

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

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Community and Government Relations Director Tom Kuttentberg, Community Health Director Kristen Smith, Emergency Services Director Mike Crews, Youth and Family Services Director Tina Houdek, Mental Health Board Manager Amanda Teachout, Assistant Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Matich, and Attorney Mark Kimzey.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There were no responses. Mr. McGuire closed the Town Hall.
- IV. Reports:
 - A. Supervisor's Report: Supervisor McGuire thanked everyone for helping during the Veterans Honor Roll Dinner this evening. He reminded everyone that the Supervisor's Community Service Awards Breakfast would be held on Saturday.
 - B. Clerk's Report: Clerk Dolan Baumer reported that the Statement of Economic Interests site is open for reporting. The deadline for filing is May 1.
 - C. Assessor's Report: Assessor Moinuddin offered no report.
 - D. Department Reports: Reports were submitted for review by the Board; included in the highlights were from Director Conway reporting that 202 volunteers supported Aging Services this past year; new volunteers are being sought to join the ranks. Social Services Specialist Frances Domingo is leaving Hanover Township to join Schaumburg Township, and recruitment will begin for that position and to fill a bus driver position opening due to a retirement. The Mental Health Board attended the ribbon cutting for a program funded by a MHB grant at Ecker Center. Manager Teachout reported that they are talking to a group of new 708 boards on Friday. Assistant Administrator Vana reported that a new television and cart has been purchased. April 7 is the Hanover Landing walk-through, reported Director Kuttentberg. A completion date is projected to be September. Tenant selection criteria is being developed. He is working with Commissioner Morrison's office on waiving the fees for the demolition of the pool on Robinhood. Director Houdek reported that Open Gym will host 231 children, 87 of whom are from Ontarioville (where it will be first held). Two schools will host Open Gym during Spring Break. Coordinator Castleton has resigned from the Township and recruitment will commence. The Walmart vaccines clinic was held today and will also be held again on June 20. Puberty education was held for elementary school students at Heritage this past week. Director Smith reported that wellness screenings would be done next week at the Poplar Creek Public Library. Director Crews reported that Streamwood Fire Department has increased the number of service call requests of Emergency Services. The pace of call outs has increased to a record amount. The Illinois Emergency Management Agency has accepted the department's drone handbook. Director Hanson has met with Commissioner Morrison regarding the fee waiver for the Robinhood pool. He displayed the new lamp post signage/banners for display at the Lenoci Reserve. Administrator Barr reported that the Decennial Committee would meet at 6:00 p.m. prior to the 7:00 p.m. Board meeting on April 5. Director Kuttentberg would cover the department during his and Ms Vana's absences this coming week.

Minutes of a Rescheduled Meeting of the Hanover Township Board

Tuesday, March 21, 2023

Page 2

- VI. Bill Paying: Mr. Barr presented the bills for payment from March 7, 2023 through March 20, 2023 as follows:

a.	Town	\$99,302.73
b.	Senior Services	25,821.27
c.	General Assistance	4,361.82
d.	Road Maintenance	7,670.99
e.	Committee for Senior Citizens Svcs	205.29
f.	Mental Health Board	44,011.21
g.	Vehicle	200.00
h.	Capital	<u>14,661.36</u>
	Total	<u>\$196,234.67</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from March 7, 2023 through March 20, 2023. Roll call: Ayes: Trustees Beattie, 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. Board Meeting Minutes of March 7, 2023 Clerk Dolan Baumer presented the Board meeting minutes of March 7, 2023 for review and approval. Trustee _____ moved to approve the Board meeting minutes of March 7, 2023 as presented; motion seconded by Trustee _____. Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of March 7, 2023: Trustee Essick moved to move adoption of the Executive Session minutes of March 7, 2023 to the April 5 meeting; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to Approval a Contract for Services for the Provision of a Bilingual Therapist: Trustee Martinez moved to approve resolution #032123 a contract for services for the provision of a bilingual therapist between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- D. Resolution to Approval a Contract for Services for the Provision of Psychiatric Back-up Services: Trustee Beattie moved to approve resolution #0321231 a contract for services for the provision of psychiatric back-up services between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- E. Resolution to Approval a Contract for Services for the Provision of the Alternative to Suspension Program: Trustee Martinez moved to approve resolution #0321232 a contract for services for the provision of the Alternative to Suspension Program between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- F. Resolution to Approval a Contract for Services for Senior Citizen Mental Health (C-HOPE): Trustee Martinez moved to approve resolution #0321233 a contract for services for Senior Citizen Mental Health between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- G. Resolution to Approve a Contract for Services for the Home Delivered Meals Program: Trustee

- Beattie moved to approve resolution #0321234 a contract for services for the Home Delivered Meals Program between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- H. Resolution to Approval a Contract for Services for the Senior In-Home Care Program: Trustee Beattie moved to approve resolution #0321235 a contract for services for the Senior In-Home Care Program between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- I. Resolution to Approval a Contract for Services for the Provision of Substance Abuse Prevention Services: Trustee Essick moved to approve resolution #0321236 a contract for services for the provision of Substance Abuse Prevention Services between Hanover Township and the Hanover Township Mental Health Board. Motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- J. Resolution Declaring March Developmental Disabilities Awareness Month in Hanover Township: Trustee Martinez moved that the Board declare the month of March as Developmental Disabilities Awareness month in Hanover Township; motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- K. Resolution to Approve the Proposal from S.J. Carlson Fire Protection, Inc., for an Emergency Purchase of Services, Labor, Materials, and Equipment for a Fire Protection System for the Emergency Services Station Project: Trustee Martinez moved to approve resolution #0321237 a resolution to approve the proposal from S.J. Carlson Fire Protection, Inc., for an emergency purchase of services, labor, materials, and equipment for a Fire Protection System for the Emergency Services Station project; Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- L. Resolution to Approve the Award of the Contract for the Hanover Township Glen Echo Road, Chestnut Street, and Circle Drive Resurfacing Project: Trustee Essick moved that the Board approve the resolution #0321238 approve the award of the contract for the Hanover Township Glen Echo Road, Chestnut Street, and Circle Drive resurfacing project to Chicagoland Paving Contractor, Inc. in the amount of \$263,580.38; motion seconded by Trustee Martinez. Director Barr noted that the resurfacing of the entrance to the Campus is an alternate on this bid. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- M. Resolution to Approve the Mutual Aid Box Alarm System Master Agreement: Trustee Beattie moved that the Board approve the resolution #0321239 approving of the mutual aid box alarm system (MABAS) master agreement; motion seconded by Trustee Martinez. The MABAS agreement is a multi-state organization that coordinate responses to emergencies and disasters and is designed to facilitate all levels of mutual aid from day-to-day automatic aid responses to major incidents and disasters requiring significant deployment of resources. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- N. Approval of the Annual Town Meeting Agenda: Clerk Dolan Baumer presented the draft of the Annual Town Meeting Agenda for review and approval by the Board. Trustee Beattie moved that the Board approve the Annual Town Meeting Agenda for the 2023 Annual Town Meeting; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- O. Appointment of Township Enforcement Officers: Trustee Essick moved to concur with the

appointment of Director Crews, Director Hanson, and Manager Nelson as Township Enforcement Officers; motion seconded by Trustee Beattie. Township Enforcement Officers, reported Administrator Barr, have the same power and authority within the township as a deputy sheriff per state statute, but only for the purpose of enforcing Township ordinances. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.

- P. Consideration of the April 8 Coffee with the Board Workshop: Trustee Martinez moved that the Board pause the scheduled April 8 and future Coffee with the Board Workshops, to be reconsidered in the fall; motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.

- IX. Executive Session: Trustee Essick moved that the Board adjourn into Executive Session pursuant to §2c11 (Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act. Trustee Beattie seconded the motion, followed by a roll call vote: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried. Mr. McGuire excused staff from the room and the Board adjourned into Executive Session at 7:47 p.m.

The Board returned from Executive Session at _____ p.m. Supervisor McGuire gaveled the meeting back to order and invited remaining staff back into the meeting; present, by roll call, were Trustees Beattie, Essick, and Martinez, and Supervisor McGuire.

- X. Other Business: The Village of Streamwood sold a used generator, used during their rebuild project, to the Township for \$1.00. This unit is to be installed as a back-up generator. The Village is storing it until we can place it. Do not forget that the World Water Day session would be held on Saturday here at the Township Senior Center at 2 p.m. and that the Emergency Services recognition would be held at 6 p.m.
- IX. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:14 p.m. was made by Trustee Essick and seconded by Trustee Martinez, followed by a roll call vote. Ayes: Trustees Beattie, Essick and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk