



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

May 16, 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 – PVT Albert Sietman
 - B. Recognition of Jackie Gordon
 - C. Recognition of Carol Zaehler
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of May 2, 2023
 - B. Executive Session Minutes of May 2, 2023
 - C. Resolution Declaring May as Asian/Pacific American Heritage Month
 - D. Resolution to Approve a Tuition Reimbursement Obligation Agreement with Kristen Smith
 - E. Appointment to the Mental Health Board
- IX. Executive Session
- X. Other Business
- XI. 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.**



VETERANS HONOR ROLL

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

NAME: Albert Sietmer

ADDRESS: 16 Petrie circle

CITY/ZIP CODE: Streamwood 60107

PHONE #: (630) 8493069

DATE OF BIRTH: Sept 19 1957

BRANCH OF SERVICE: USMC

HIGHEST RANK ATTAINED: PVT

YEARS OF SERVICE: FROM 76 **TO** 82

MEDALS AWARDED OR OTHER CITATIONS:

Unit Citation Medal
Good Conduct Medal

INJURIES: _____

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

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

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

Thank you,

Brian B. McDevie

Supervisor

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Passports</i>	391	363	391	363
Photo fees	\$3,990	\$3,810	\$3,990	\$3,810
Fee deposits	\$15,535	\$13,940	\$15,535	\$13,940
<i>Fishing/Hunting licenses</i>	14	11	14	11
<i>Handicap Placards</i>	14	24	14	24
<i>Vehicle Sticker Renewals</i>	20	31	20	31
<i>Human Resources Requests</i>	127	121	127	121
<i>New Employee Orientations</i>	3	2	3	2
<i>Technology work orders</i>	71	55	71	55
<i>Resident Contacts</i>	2,872	1,962	2,872	1,962
<i>Percent of Budget Expended (100% of year)</i>	3.6%	3.5%	3.6%	3.5%

Department Highlights

- The Department of Administrative Services has added *Vehicle Sticker Renewals* to the above metrics and will continue to report on this service moving forward. Hanover Township began offering the vehicle sticker renewal service in September of 2021. The program is administered through the Resident Services Office and the Township collects a \$5.00 fee for each sticker that is purchased. Since starting the program, over 600 vehicle stickers have been purchased, totaling over \$3,000 in revenue for the Township.
- Assistant Township Administrator Vana and Director Hanson conducted a property inspection of facilities on the William Tiknis Campus with liability insurance representative from IPMG on April 3. This property inspection is completed every three years.
- Assistant Township Administrator Vana and Township Administrator Barr reviewed the findings of a cyber security risk assessment completed by RWK IT Services. This assessment identified areas to increase security measures to prevent cyber security events from occurring. The results will be shared with the Township's information technology provider, ProxIT, Inc. to discuss ways to improve cyber security and identify appropriate staff trainings to increase staff awareness to cyber threats.
- Assistant Township Administrator Vana spoke with the Township's newly assigned grant manager with the Department of Commerce and Economic Opportunities (DCEO) to continue to work though budget modification discussions for both state grants for the Emergency Services Station project.
- Assistant Township Administrator Vana, Director Hanson, and Emergency Services Deputy Chief Williams met at the new Emergency Services Station to discuss IT needs throughout the building and to determine the locations for all IT equipment needs on April 19.
- Township Administrator Barr, Assistant Township Administrator Vana, and Administrative Specialist Matich participated in Student Government Day on April 27. Administrative Services staff hosted a total of 7 students and spent the day sharing information about township government.
- Human Resources Manager Callahan completed 3 new hire orientations: Dr. Natalie Pamphile and Evelyn Torres (Youth & Family Services) and Kelly Corona (Human Services).
- Human Resources Manager Callahan participated in first round interviews for the After-School Program Coordinator, Youth Program Assistant, Home Care Assistant, Social Services Specialist, and Bus Driver positions with relevant department staff.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Programming Division</i>				
Planned programs	236	214	236	214
Participants	1,620	1,349	1,620	1,349
Participants (unduplicated)	611	435	611	435
Wait listed (unduplicated)	17	12	17	12
New volunteers	1	4	1	4
Total volunteers (unduplicated)	138	123	138	123
Volunteer hours reported	1,838	1,343	1,838	1,343
<i>Nutrition Division</i>				
Meals Served	1,728	1,345	1,728	1,345
Meals delivered by volunteers	2,671	3,061	2,671	3,061
Clients Served (unduplicated)	642	N/A	642	N/A
<i>Social Services Division</i>				
Clients served (unduplicated)	159	203	159	203
Clients served (duplicated)	229	315	229	315
Energy Assistance	26	26	26	26
Prescription drugs & health insurance assistance	90	124	90	124
Social Service programs	11	9	11	9
Social Service program participants	171	125	171	125
Lending Closet transactions	112	92	112	92
Home Services direct care hours	27	N/A	27	N/A
<i>Transportation Division</i>				
One way rides given	1,037	962	1,037	962
Clients served (unduplicated)	165	119	165	119
New riders	165	119	165	119
Unmet requests for rides	26	4	26	4

Department Highlights

- The annual Volunteer Appreciation Luncheon was held on April 13 which featured a three-course meal, awards program, and games. Five individuals and one business were recognized in the categories of Volunteer of the Year, Most Versatile Volunteer, Home Delivered Meals Driver of the Year, Emerging Volunteer, Above and Beyond Award, and Community Partner.
- Social Services welcomed Britney Cruz from Elgin Community College as a student Intern.
- Bus Driver Tim Aspy retired on April 3. Recruitment is ongoing for a new 32-hour (full-time) Bus Driver.
- The AARP Foundation Tax Aide program concluded on April 10; over 300 appointments were completed.
- Transportation Manager Kazeos presided over the Illinois Township Association of Senior Citizen Services Committees (ITASCSC) Quarterly Transportation call and Director Conway convened over the ITASCSC meeting at Rich Township on April 14.
- 37 participants attended an in-house concert featuring an Elvis impersonator on April 14.
- Federal Transit Authority Certifications and Assurances were submitted to PACE on April 24.
- Director Conway, Social Services Manager Gomez, and Programming Manager Perrone participated in the Streamwood High School Student Government Day on April 27.

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

OFFICE OF THE ASSESSOR



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Administration</i>				
Office visits	807	155	807	155
Building permits processed	241	368	241	368
Change of Name	15	2	15	2
Property tax appeals	60	0	60	0
Certificate of Errors	202	30	202	30
Property location updates	0	0	0	0
Sales Recording	0	0	0	0
New owner mailing	0	110	0	110
<i>Exemptions</i>				
Homeowner exemptions	129	16	129	16
Senior homeowner exemptions	124	37	124	37
Senior Freeze exemptions	488	37	488	37
Disabled Veteran exemptions	33	6	33	6
Disabled person exemptions	23	3	23	3
Miscellaneous exemptions	0	1	0	1

Department Highlights

- Extended Tuesday hours provided assistance to 8 visitors after 4:30 pm in April.
- The total number of email addresses on the Assessor's Office contact list is 3,593. 7 new emails contacts were added in April.
- Exemption applications were made available on April 10 and the Assessor's Office assisted with 797 new exemption filings as well as 202 certificates of error.
- Cook County Assessor's Office co-sponsored an Exemption Seminar on April 12 with the Hanover Township Assessor's Office. 38 taxpayers were in attendance.
- Hanover Township opened for Cook County Assessor Appeals on April 17 and the Assessor's Office assisted with 60 appeal filings.
- On April 27, Deputy Assessor Silverstein participated in Hanover Township's Annual Student Government Day.

Office of the Assessor Mission Statement:

The Hanover Township Assessor is your nearest liaison to the Cook County Assessor's Office. Our duty is to provide professional assistance with questions you may have regarding your real estate assessments and tax bills.

OFFICE OF COMMUNITY AFFAIRS



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Website Visits (total)</i>	7,519	7,698	7,519	7,698
<i>Website Visits (unique)</i>	5,403	5,626	5,403	5,626
<i>Facebook Followers (new and total FYTD)</i>	39	35	5,417	4,961
<i>Facebook Reach</i>	28,580	31,979	28,580	31,979
<i>Twitter Followers (new and total FYTD)</i>	2	0	2	0
<i>Twitter Impressions (new and total FYTD)</i>	5,167	9,817	5,167	9,817
<i>YouTube Views</i>	457	1,834	457	1,834
<i>Media Releases</i>	5	3	5	3

Department Highlights

- Director Kuttenberg met with resident Norm Nissen at Villa Olivia on April 5 to discuss a heritage marker placement.
- Director Kuttenberg joined Supervisor McGuire and Township Administrator Barr for a presentation to the Bartlett Rotary Club on April 6 at Villa Olivia.
- Director Kuttenberg joined Supervisor McGuire, Township Administrator Barr, Manager Teachout, Upholdings staff and community leaders on April 7 for a site visit of Hanover Landing.
- Director Kuttenberg joined Township Administrator Barr and other Township staff for a virtual meeting with Cook County staff on April 11 to discuss the Township's application for a grant for Phase 1 of a bridge replacement in the Township.
- Director Kuttenberg coordinated and attended Congresswoman Delia Ramirez's Town Hall meeting at the Senior Center on April 11.
- Director Kuttenberg attended the Village of Streamwood's Committee Appreciation Event on April 12 at the Village Hall.
- Director Kuttenberg joined Supervisor McGuire, Trustee Essick, and Township Administrator Barr in attending the Bartlett Area Chamber of Commerce's Breakfast with the Villages on April 13 at Bartlett Hills. Mayors Craig and Wallace provided updates on developments in their respective communities.
- Director Kuttenberg joined Supervisor McGuire and Township Administrator Barr in attending the April 13 meeting of the Metropolitan Township Association at the Milton Township office.
- The Office of Community Affairs coordinated a mobile Secretary of State services event on April 14 at the Senior Center. The event was co-sponsored by State Representative Maura Hirschauer.
- Director Kuttenberg and Supervisor McGuire attended the April 26 meeting of the Elgin Golden Kiwanis Club at Trinity Lutheran Church. Supervisor McGuire presented on Township programs, services, and capital improvements.
- Director Kuttenberg participated in Student Government Day held on April 27 and mentored a Township youth throughout the day.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Appointments</i>				
ProTimes	5	5	5	5
TB skin test	0	2	0	2
Cholesterol	3	2	3	2
Pharmaceutical Assistance Programs	0	0	0	0
Miscellaneous labs	11	6	11	6
Wellness Screening (BP, diabetes, anemia)	36	59	36	59
Other*	50	86	50	86
<i>Clinic Clients</i>				
Senior Center/ home visits	72	136	72	136
Astor Avenue	9	20	9	20
Offsite clinics	24	6	24	6
Total clients (unduplicated)	66	116	66	116
<i>Public Education & Health Promotion</i>				
Media coverage	1	3	1	3
Informational seminars/Program	3	5	3	5
Program Participants	47	135	47	135*
<i>Primary Care Provider Support</i>	0	0	0	0

* Statistics includes individuals who were vaccinated at the COVID vaccine clinic

Department Highlights

- Director Smith and Community Health Nurse Kramer provided home 8 visits for residents in the month of April.
- Community Health Nurse Kramer provided free preventative health screenings at Poplar Creek Library on April 4 and 13.
- The Ray Graham Association attended the Wrap Group Meeting on April 6 and educated Township employees on the programs and services they provide for residents.
- Community Health Director Smith certified 13 students from Bartlett High School in BLS CPR for Healthcare Providers on April 7 and April 10.
- Community Health Director Smith attended the Bartlett Police Open House on April 23 and provided attendees with information and resources on Township services.
- Community Health Director Smith participated in the second-round interview for the Social Services Specialist position on April 26.
- Community Health Director Smith attended the Hanover Park Kids at Hope Resource Fair on April 29 and provided blood pressure screenings and information on Township services.

Office of Community Health Mission Statement:

*Our mission is to provide education and health promotion,
prevent the spread of disease and illness, and to assist residents in accessing quality health services.*

DEPARTMENT OF EMERGENCY SERVICES



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Hours</i>				
Volunteer Detail Hours	596	826	596	826
Volunteer Work Hours	471	211	471	211
Volunteer Training Hours	105	269	105	269
<i>Total Volunteer Hours</i>	1172	1,306	1172	1,306
<i>Details</i>				
Emergency Call Outs	17	11	17	11
Safety Patrols	2	2	2	2
Township Sponsored Events	3	2	3	2
Other Community Events	0	0	0	0
Miscellaneous	0	0	0	0
<i>Total Details</i>	22	15	22	15

Department Highlights

- HTES Officers provided damage assessment in Boone County on April 1.
- HTES Officers participated in a search for a missing person in Joliet on April 2.
- HTES Officers performed weather spotting during a storm front on April 4.
- HTES Officers provided damage assessment in Winnebago County on April 5.
- HTES Officers provided traffic management in Streamwood on April 6 due to vehicle accident.
- HTES Officers responded to a structure fire in Elgin on April 7 and provided air refill and decontamination.
- HTES Officers responded to a structure fire in Carpentersville on April 10.
- HTES Officers responded to a structure fire in Carpentersville on April 13.
- HTES Officers responded to a structure fire in Roselle on April 13 and provided air refill and decontamination.
- HTES Officers provided traffic management in Bartlett on April 14 due to vehicle accident.
- HTES Officers provided traffic management in Hanover Park on April 17 due to vehicle accident.
- HTES Officers responded to a structure fire in Hanover Park on April 17.
- HTES Officers responded to a structure fire in Roselle on April 19 and provided air refill and decontamination.
- HTES Officers responded to a structure fire in Pingree Grove on April 19 and provided air refill, drone, and decontamination.
- HTES Officers performed weather spotting during a storm front on April 20.
- HTES Officers participated in a search for a missing person in McHenry on April 23.
- HTES Officers responded to a structure fire in Elgin on April 23 and provided air refill and decontamination.

Hanover Township Mission Statement:

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Administration</i>				
Vehicle service calls	1	2	1	2
Work orders	361	368	361	368
Event set-ups/tear downs	118	115	118	115
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,122	4,169	4,122	4,169
Town Hall	6,780	5,760	6,780	5,760
Senior Center	30,915	26,694	30,915	26,694
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	206.91	198.10	206.91	198.10
Town Hall	615.50	718.56	615.50	718.56
Senior Center	1,902.95	1,863.15	1,902.95	1,863.12
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	0	0

Department Highlights

- Facilities and Road Maintenance staff completed the first brush pickup of the season, collecting approximately 15 tons of mulch. All material was either distributed to residents or absorbed within the Township reserves.
- Director Hanson and Road Manager Santangelo attended the pre-construction meeting with Chicagoland Paving and Thomas Engineering Group for the 2023 road resurfacing project which includes milling, stormwater system maintenance, additional curb and gutter, and resurfacing of Glen Echo Road, Circle Drive, and the Township portion of Chestnut Street. Construction is anticipated to start in May and be completed by July.
- Director Hanson participated in multiple meetings with Township Administration, Township legal counsel, Thomas Engineering Group, FGM Architects, and Empire Construction to address ongoing construction to the Emergency Services Station and Tiknis Campus expansion project.
- Director Hanson attended the Illinois Public Works Mutual Aid Network (IPWMAN) Duty Officer training via Teams. Director Hanson served as Primary Duty Officer for the month of April.
- Director Hanson received the approved Cook County Department of Environment and Sustainability permit and the approved Green Halo program from Cook County. This allows for the continuation of the demolition permit for 1169 Robin Hood Drive.
- Director Hanson met with, and completed a site walk of the Emergency Services construction with representatives from AIS and Verkada in preparation of security camera system installation in both the new construction and existing portions of the project. The camera system is expected to be installed mid-June.
- Director Hanson oversaw the installation of the monument boulder in the Izaak Walton Reserve.

DEPARTMENT OF HUMAN SERVICES



Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>General Assistance</i>				
General Assistance clients	9	8	9	8
General Assistance appointments	19	13	19	13
Emergency Assistance appointments	15	29	15	29
Emergency Assistance approved	1	3	1	3
Crisis intake clients	222	206	222	206
<i>Veterans' Services</i>				
Office Visits	8	N/A	8	N/A
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	75**	56	75**	56
Financial assistance applications*	1	0	1	0
<i>Food Pantry</i>				
Served (Households)	1,112	975	1,112	975
Unduplicated	371	N/A	371	N/A
New applications	52	33	52	33
Food Donations	40	48	40	48
<i>Community Center Walk-Ins</i>	147	122	147	122

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

** Statistic includes LIWAP applications as of July 2022

Department Highlights

- Kelly Corona started as the new Human Services Case Manager. Case Manager Corona is bilingual in Spanish and a graduate of Aurora University. During Case Manager Corona's first weeks she attended the General Assistance Caseworkers Conference as well as GATI (General Assistance Training Institute) in Rockford.
- Director Imperato and Human Services Staff attended the 2nd Annual Illinois Township Association of General Assistance Caseworkers Conference in East Peoria. More than 108 were in attendance. Planning for the 3rd annual conference is underway.
- The Food Pantry received the new two glass door refrigeration unit. This unit was purchased using grant monies from the Northern Illinois Food Bank. Additional funds will be spent on purchasing a scissor jack to help when moving storage in the garage.
- As the Department of Human Services moves through the Northern Illinois Food Bank UNITE Cohort working group, improvements including the purchase of two iPad Kiosks and four iPads are being finalized. These iPads will be used for surveying residents, submitting food pantry orders as well as translation for non-English speaking residents.
- Human Services Coordinator Orozco completed her required Food Certification class through the Northern Illinois Food Bank. This certification is required for food pantry operations.
- The monthly Veteran group met and watched the movie Field of Dreams and enjoyed lunch. In May, the Veterans will take a trip to the Civil War Museum and lunch in Kenosha, Wisconsin.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD



Report for April 2023

SERVICE PROVIDED	MARCH 2023	MARCH 2022	FYTD 2023	FYTD 2022
<i>Grant Funding</i>				
New clients	74	57	2,002	2,746
Ongoing clients	826	606	8,936	8,982
Closed cases	33	17	389	403
Prevention programming presentations	8	6	179	277
Number in audience	425	112	4,844	3,153
<i>TIDE</i>				
Participants	28	27	28	27
Rides	231	157	2,519	3,674
<i>Resource Center</i>				
Organizations providing services	0	4	3	6
Clients served	0	45	331	295

Department Highlights

- The Mental Health Board met on April 27 and awarded the following:
 - \$15,000 in emergency funding to Children's Advocacy of North and Northwest Cook County to fill the gap left by Victims of Crime Funding Act cuts.
 - \$8,075.32 in emergency funding to PADS of Elgin to assist with their extensive plumbing needs.
 - \$2,695 in capital funds for Easterseals of DuPage & Fox Valley to purchase a speech generating device for children with developmental disabilities participating in speech therapy.
- Manager Teachout participated in a walk-through of the Hanover Landing construction site.
- Manager Teachout provided training to newly funded agencies on reporting procedures.
- Manager Teachout met with the case manager for Hanover Township from Community Alternatives Unlimited to discuss potential Hanover Landing clients.
- Manager Teachout met with the Chief Executive Officer of Rosecrance to discuss substance abuse training within Hanover Township.
- Manager Teachout attended the quarterly meeting of the Association of Community Mental Health Authorities of Illinois in Springfield.
- Manager Teachout connected several area funded agencies looking for rental space together to potentially share a space.
- Manager Teachout attended the Elgin Human Services Council.
- Manager Teachout participated in the Developmental Disability Committee of the Association of Community Mental Health Authorities of Illinois.
- Manager Teachout met with Macon County Mental Health Board and shared information on Staff Development Funding.
- Manager Teachout continued participation in the Association of Community Mental Health Authorities of Illinois' Executive Board, Illinois Department of Public Health's Regional Advisory Committee and Senator Villa's Mental Health Advisory Committee.

Mental Health Board Mission Statement:

The Hanover Township Mental Health Board ensures that services in the area of mental health, including developmental disabilities, addictions and substance abuse, are available to all residents of Hanover Township.

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for April 2023

SERVICE PROVIDED	APRIL 2023	APRIL 2022	FYTD 2024	FYTD 2023
<i>Outreach & Prevention</i>				
Open Gym participants	599	33*	599	33*
Open Gym participants (unduplicated)	202	33	202	33
Alternative to Suspension referrals	0	0	0	0
Alternative to Suspension participants	240	306	240	306
Alternative to Suspension participants (unduplicated)	140**	140**	140**	140**
<i>Clinical</i>				
Therapy clients	384	595	384	595
Therapy clients (unduplicated)	121	152	121	152
New clients (unduplicated)	0	6	0	6
Clinical hours	238	376	238	376
Group session participants	127	166	127	166
<i>Tutoring Participants</i>				
Total	84	51	84	51
Unduplicated	42	31	42	31

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

** 140 is the maximum participation for the Alternative Support Program.

Department Highlights

- Youth and Family Services hosted the annual Hoppin for Hanover event on April 1 with 158 participants.
- Assistant Director of Clinical Services, Dr. Natalie Pamphile joined the Department on April 5.
- Director Houdek met with Dawn Mass, Community Collaborations Team Lead from Kenneth Young Center on April 6 to discuss services and possible collaboration.
- Substance Abuse Prevention Specialist Konzal and Prevention Specialist Trujillo attended the Showdown Leadership Conference on April 14 held in Northbrook, Illinois.
- Prevention and Volunteer Coordinator Roehr attended the Metropolitan Township Association virtual training on April 19 titled "From Application to Action: Effective Volunteer Program Management".
- Director Houdek participated in the Bartlett High School Parent Advisory Council virtual meeting on April 20 to discuss programming and services.
- Substance Abuse Prevention Specialist Konzal presented at the School District U-46 Board of Education meeting on April 24 and discussed the programming in partnership with Parkwood Elementary School.
- Youth and Family Services hosted the annual Volunteer reception on April 25. Prevention staff and Director Houdek were in attendance.
- Youth and Family Services staff participated in Student Government Day on April 27.
- Manager Dickinson and Prevention Specialist Konzal met with Elgin Partnership for Early Learning to discuss collaboration with teen leaders for summer programming.
- Director Houdek and Managers Dickinson and Callahan conducted a first-round interview on April 28 for the After-School Program Coordinator Position.
- Substance Abuse Prevention Specialist Konzal and Receptionist Diaz represented the Department of Youth and Family Services on April 29 at the Hanover Park Health & Resource Fair.

The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. We strengthen families, provide outreach to youth at risk of school failure and contribute to the building of a healthier Township community.

Hanover Township

Board Audit Report

From 5/2/23 - 5/15/23

	<u>Total</u>
Total Town Fund	136,835.81
Total Senior Services Fund	35,856.89
Total General Assistance Fund	2,664.28
Total Road Maintenance Fund	24,325.06
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	8,665.14
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	233,379.32
 Total All Funds	 <u><u>441,926.50</u></u>

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Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township

Board Audit Report - FY 23

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Bill	03/29/2023	Inv# 235...	ProxIT Technology Solutions	Inv# 23548 Network Labor March 23	10,571.80
Bill	03/29/2023	Inv# 235...	ProxIT Technology Solutions	Inv# 23568 Replacement Laptop & Docking Station	1,567.00
Total 1014430 · Computer Equipment & Software					12,138.80
Total 101CAP · Capital Expenditures					12,138.80
101CHN · Community Health					
1014452 · Office Supplies					
Bill	03/29/2023	Inv# 586...	Accurate Office Supply Co	Inv# 586564 Plates, Paper	30.07
Total 1014452 · Office Supplies					30.07
1014459 · Professional Services					
Bill	03/29/2023	Inv# 920...	Quest Diagnostics	Inv# 9202941663 Lab Fees	295.11
Bill	03/29/2023	Inv# 920...	Quest Diagnostics	Inv# 9203387880 Lab Fees	236.23
Bill	03/29/2023	Inv# 920...	Quest Diagnostics	Inv# 9203933733 Lab Fees FY23	67.54
Total 1014459 · Professional Services					598.88
Total 101CHN · Community Health					628.95
101ES · ES - Expenditures					
1014813 · Vehicle Fuel & Maintenance					
Bill	03/29/2023	Inv# 202...	Village of Hanover Park (Fuel)	Inv# 2023-18009 March 2023 Fuel	782.33
Bill	03/29/2023	Inv# 342...	Chicago Communications	Inv# 342799 Opticon Device Install	130.00
Bill	03/29/2023	Inv# G1...	Illinois Tollway	Inv# G123000005668 Toll Fees Jan-March 2023	87.95
Total 1014813 · Vehicle Fuel & Maintenance					1,000.28
Total 101ES · ES - Expenditures					1,000.28
101MAIN · Facilities Maintenance					
1014211 · Building Maintenance - Senior					
Bill	03/29/2023	Inv# 300...	Reinke Interior Supply	Inv# 30012570 Replacement Ceiling Tile Stock	393.60
Total 1014211 · Building Maintenance - Senior					393.60
1014219 · Vehicle Fuel - Town					
Bill	03/29/2023	Inv# 202...	Village of Hanover Park (Fuel)	Inv# 2023-18009 March 2023 Fuel	712.42
Total 1014219 · Vehicle Fuel - Town					712.42
Total 101MAIN · Facilities Maintenance					1,106.02
101THE · Town Hall Expense					
1014405 · Internet Access - Town					
Bill	03/29/2023	Feb-Mar...	AT&T 824	Back-Up Internet Feb - Mar 2023	169.99

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Type	Date	Num	Name	Memo	Amount
Total 1014405 · Internet Access - Town					169.99
Total 101THE · Town Hall Expense					169.99
101TOE · Town Office Expense					
1014412 · Travel Expenses					
Bill	03/29/2023	Mileage ...	Katy Dolan Baumer	Mileage Reimbursement 9/6/22 & 12/1/22	74.88
Bill	03/29/2023	Mileage ...	Katy Dolan Baumer	Mileage Reimbursement 2/2/23 & 3/9/23	104.80
Total 1014412 · Travel Expenses					179.68
1014534 · Passport Services					
Bill	03/29/2023	Inv# 353...	Staples	Inv# 3533836469 Shipping Labels	54.58
Total 1014534 · Passport Services					54.58
Total 101TOE · Town Office Expense					234.26
Total 1014 · Town Fund - Expenditures					15,278.30
1104 · Aging Services - Expenditures					
1104PRO · Enrichment Programs					
1104520 · Volunteer Services					
Bill	03/29/2023	Luncheo...	Charlene Thomason	Payment for Volunteer Luncheon Centerpieces Supplies	144.18
Total 1104520 · Volunteer Services					144.18
Total 1104PRO · Enrichment Programs					144.18
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Bill	03/29/2023	Inv# 202...	Village of Hanover Park (Fuel)	Inv# 2023-18009 March 2023 Fuel	3,869.15
Total 1104518 · Vehicle Maintenance					3,869.15
Total 1104TRN · Transportation					3,869.15
Total 1104 · Aging Services - Expenditures					4,013.33
3034 · Road Maintenance - Expenditures					
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Bill	03/29/2023	Inv# 351...	O'Reilly Auto Parts	Inv# 351899 Hydraulic Fluid	753.00
Bill	03/29/2023	Inv# I-51...	Randall Pressure Sytems	Inv# I-51679-0 Hydraulic Fittings for International Trucks	166.13
Total 3034602 · Operating Supplies & Materials					919.13
3034603 · Fuel					
Bill	03/29/2023	Inv# 202...	Village of Hanover Park (Fuel)	Inv# 2023-18009 March 2023 Fuel	1,088.28
Total 3034603 · Fuel					1,088.28
3034607 · Contract Work					

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Type	Date	Num	Name	Memo	Amount
Bill	03/29/2023	Inv# PS...	Cleansweep	Inv# PS524347 Spring Street Cleaner Bridlewood Subdivision	800.00
Total 3034607 · Contract Work					800.00
Total 3034ROD · Road Maintenance					2,807.41
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Bill	03/29/2023	Inv# 355...	O'Reilly Auto Parts	Inv# 355673 Fuel Filter Chipper	29.84
Bill	03/29/2023	Inv# 355...	O'Reilly Auto Parts	Inv# 355739 Fuel Filter Mobark Chipper	1.01
Bill	03/29/2023	Inv# 355...	O'Reilly Auto Parts	Inv# 355763 O-Ring for Mobark Chipper	7.61
Bill	03/29/2023	Inv# nC...	Northwest Lawn & Power Equipment LLC	Inv# nCDL22396 Preventive Maintenance Roads Riding Mower	382.00
Bill	03/29/2023	Inv# nC...	Northwest Lawn & Power Equipment LLC	Inv# nCDL22417 Preventive Maintenance Roads Riding Mower	681.00
Total 3034609 · Maintenance Vehicles & Equip					1,101.46
Total 303EQM · Equipment					1,101.46
Total 3034 · Road Maintenance - Expenditures					3,908.87
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054002 · Legal					
Bill	03/29/2023	Inv# 237...	Airdo Werwas LLC	Inv# 237-0001-37752 March 2023 Legal Fees	2,190.75
Total 5054002 · Legal					2,190.75
5054539 · Dues					
Bill	03/29/2023	Inv# 23-...	ACMHAI	Inv# 23-1012 Annual Dues	3,331.10
Total 5054539 · Dues					3,331.10
Total 5054ADM · Administration					5,521.85
Total 5054 · Mental Health - Expenditures					5,521.85
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Bill	03/29/2023	Inv# 21-...	FGM Architects	Inv# 21-3142.01-13 Progress Payment Jan-Mar 2023	19,111.88
Total 8084414 · Emergency Services Station					19,111.88
Total 8084 · Capital Projects - Expenditures					19,111.88
TOTAL					47,834.23

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Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Bill	05/02/2023	Inv# 23565	ProxIT Technology Solutions	Inv# 23565 Annual Firewall License Renewal (4)	2,197.50
Check	05/02/2023	151610	ProxIT Technology Solutions	Inv# 23610 Replacement Monitors	518.61
Check	05/09/2023	151746	New Star	Inv# 9561 Electronics Recycling (111 Pieces)	597.05
Check	05/09/2023	151769	ProxIT Technology Solutions	Inv# 23620 Computer Replacement C. Thomason	414.66
Check	05/09/2023	151769	ProxIT Technology Solutions	Inv# 23587 April 2023 Managed Services Fee	10,606.60
Total 1014430 · Computer Equipment & Software					14,334.42
Total 101CAP · Capital Expenditures					14,334.42
101CHN · Community Health					
1014452 · Office Supplies					
Check	05/02/2023	151599	Accurate Office Supply Co	Inv# 592801 Tape	15.76
Total 1014452 · Office Supplies					15.76
1014453 · Printing					
Check	05/10/2023	151775	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 855904 Copy Charges LL	1.94
Total 1014453 · Printing					1.94
1014457 · Furniture and Computer Equip					
Check	05/10/2023	151776	Quench USA, Inc.	Inv# 05715615 Water Cooler Rental	69.71
Total 1014457 · Furniture and Computer Equip					69.71
1014459 · Professional Services					
Bill	05/02/2023	Inv# 92039337...	Quest Diagnostics	Inv# 9203933733 Lab Fees FY24	111.35
Total 1014459 · Professional Services					111.35
1014492 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	201.20
Total 1014492 · Dental, Vision & Life Insurance					201.20
1014493 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	593.03
Total 1014493 · Unemployment					593.03
Total 101CHN · Community Health					992.99
101CVA · Community Affairs					
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	36.01

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Type	Date	Num	Name	Memo	Amount
			Total 1014617 · Equipment & Furniture		36.01
			1014692 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	189.64
			Total 1014692 · Dental, Vision & Life Insurance		189.64
			1014693 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	450.70
			Total 1014693 · Unemployment		450.70
			Total 101CMA · Community Relations		676.35
			Total 101CVA · Community Affairs		676.35
			101ES · ES - Expenditures		
			1014812 · Volunteer Appreciation		
Check	05/02/2023	151601	Michael Brauer	Reimbursement for Member Social Gathering Meal	25.14
Check	05/02/2023	151611	Linda Sliva	Reimbursement for Snacks & Tablewear for Awards Banquet	37.59
			Total 1014812 · Volunteer Appreciation		62.73
			1014813 · Vehicle Fuel & Maintenance		
Check	05/02/2023	151603	Carol Stream Lawn and Power	Inv# 495765 Oil	92.59
Check	05/09/2023	151720	Carol Stream Lawn and Power	Inv# 496651 Maintenance	110.90
Check	05/09/2023	151720	Carol Stream Lawn and Power	Inv# 496652 Trash Pump Preventative Maintenance	175.49
Check	05/09/2023	151720	Carol Stream Lawn and Power	Inv# 496653 Honda Generator Preventative Maintenance	96.89
Check	05/09/2023	151720	Carol Stream Lawn and Power	Inv# 496654 Subaru Generator Preventative Maintenance	96.29
Check	05/09/2023	151720	Carol Stream Lawn and Power	Inv# 496655 Chainsaw Blades Preventative Maintenance	228.00
			Total 1014813 · Vehicle Fuel & Maintenance		800.16
			1014814 · Communications		
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	85.94
			Total 1014814 · Communications		85.94
			1014892 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	259.82
			Total 1014892 · Dental, Vision & Life Insurance		259.82
			1014893 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	147.07
			Total 1014893 · Unemployment		147.07
			Total 101ES · ES - Expenditures		1,355.72
			101ISE · Insurance & Employee Benefits		
			1014503 · General Insurance		

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2023	151768	Illinois Counties Risk Management Trust	Inv# 31643 & 32375 Town Fund: Property, Liability, Workers Comp Premium	72,430.50
Total 1014503 · General Insurance					72,430.50
Total 101ISE · Insurance & Employee Benefits					72,430.50
101MAIN · Facilities Maintenance					
1014209 · Building Contracts					
Check	05/09/2023	151734	Fox Valley Fire & Safety	Inv# 597781 Annual Security Monitoring Astor Ave	391.20
Total 1014209 · Building Contracts					391.20
1014210 · Building Maintenance - Town					
Check	05/09/2023	151756	Sherwin-Williams	Inv# 0499-7 Paint	278.88
Check	05/09/2023	151759	The Home Depot	Stock Parts	30.20
Check	05/09/2023	151759	The Home Depot	Stock Parts	75.36
Total 1014210 · Building Maintenance - Town					384.44
1014211 · Building Maintenance - Senior					
Check	05/09/2023	151756	Sherwin-Williams	Inv# 0499-7 Paint	278.89
Check	05/09/2023	151759	The Home Depot	Stock Parts	30.20
Check	05/09/2023	151759	The Home Depot	Door Stop	15.93
Check	05/09/2023	151759	The Home Depot	Stock Parts	75.36
Total 1014211 · Building Maintenance - Senior					400.38
1014212 · Building Maintenance - Astor					
Check	05/09/2023	151759	The Home Depot	Faucet	169.00
Check	05/09/2023	151759	The Home Depot	Wax Ring	8.78
Check	05/09/2023	151759	The Home Depot	Stock Parts	30.20
Check	05/09/2023	151759	The Home Depot	Light Fixtures	218.00
Check	05/09/2023	151759	The Home Depot	Door Stop, Outlet, Anchors	14.67
Check	05/09/2023	151759	The Home Depot	Wire Whip, Electrical Boxes	59.61
Check	05/09/2023	151759	The Home Depot	Stock Parts	75.36
Total 1014212 · Building Maintenance - Astor					575.62
1014213 · Equipment Maintenance - Town					
Check	05/02/2023	151613	Fox Valley Fire & Safety	Inv# 595114 Annual Fire Alarm Inspection Town Hall	907.00
Total 1014213 · Equipment Maintenance - Town					907.00
1014214 · Equipment Maintenance - Senior					
Check	05/02/2023	151613	Fox Valley Fire & Safety	Inv# 592775 Annual Ansul System Inspection Sr Ctr	193.50
Total 1014214 · Equipment Maintenance - Senior					193.50
1014221 · Cell Phone/Communications					
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	252.07

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Type	Date	Num	Name	Memo	Amount
			Total 1014221 · Cell Phone/Communications		252.07
			1014222 · Trash Removal - Town		
Check	05/09/2023	151739	Groot, Inc. (68246)	Inv# 10575038T107 Trash/Recycling Collection - May	476.11
			Total 1014222 · Trash Removal - Town		476.11
			1014223 · Trash Removal - Senior		
Check	05/09/2023	151740	Groot, Inc (61390)	Inv# 10574913T107 Trash Collection Senior Center May	610.38
			Total 1014223 · Trash Removal - Senior		610.38
			1014225 · Grounds/Reserve Maintenance		
Check	05/09/2023	151759	The Home Depot	Solar Lights	190.16
Check	05/09/2023	151759	The Home Depot	Cable Ties	71.86
			Total 1014225 · Grounds/Reserve Maintenance		262.02
			1014228 · Building Maintenance - Izaac		
Check	05/09/2023	151759	The Home Depot	Stock Parts	30.21
Check	05/09/2023	151759	The Home Depot	Stock Parts	75.36
			Total 1014228 · Building Maintenance - Izaac		105.57
			1014229 · Equipment Maintenance - Izaac		
Check	05/02/2023	151607	Joe Bero Plumbing, Inc	Inv# 15979 Annual Back Flow Valve Inspection/Testing	90.00
Check	05/02/2023	151613	Fox Valley Fire & Safety	Inv# 596223 Annual Fire Alarm Inspection IWC	60.00
			Total 1014229 · Equipment Maintenance - Izaac		150.00
			1014230 · Trash Removal - Izaac		
Check	05/02/2023	151614	Groot, Inc (54379)	Inv# 10575599T107 Trash Collection IWC May	240.31
			Total 1014230 · Trash Removal - Izaac		240.31
			1014292 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	751.76
			Total 1014292 · Dental, Vision & Life Insurance		751.76
			1014293 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	1,518.16
			Total 1014293 · Unemployment		1,518.16
			Total 101MAIN · Facilities Maintenance		7,218.52
			101THE · Town Hall Expense		
			1014402 · Telephone - Town		
Check	05/09/2023	151723	Comcast (835 Sr Ctr Elevator)	Installation & Monthly Fee for Elevator Phone Line 4/18-5/17	264.38
			Total 1014402 · Telephone - Town		264.38

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Type	Date	Num	Name	Memo	Amount
1014403 · Utilities - Town					
Check	05/09/2023	151750	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 3/17-4/17	487.72
Total 1014403 · Utilities - Town					487.72
1014416 · Equipment Rental - Town					
Check	05/09/2023	151719	Canteen Rfrsh Svc 05635/002/00002 Admin	Inv# ORD213537 Water Machine Rental 4/24-5/21	48.10
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	36.01
Total 1014416 · Equipment Rental - Town					84.11
Total 101THE · Town Hall Expense					836.21
101TOE · Town Office Expense					
1014401 · Postage					
Check	05/09/2023	151753	Purchase Power Easy Permit Postage	Postage Fees	4,018.58
Total 1014401 · Postage					4,018.58
1014404 · Office Supplies					
Check	05/09/2023	151718	Canteen Rfrsh Svc 05635/001/00001 OCH	Inv# ORD212644 Admin Breakroom Coffee Supplies	127.34
Check	05/09/2023	151758	Staples	Inv# 3535723822 Tape, Color Copy Paper	158.82
Check	05/09/2023	151758	Staples	Inv# 3536190807 Admin Breakroom Coffee Supplies	44.98
Total 1014404 · Office Supplies					331.14
1014412 · Travel Expenses					
Check	05/09/2023	151742	Imperato, Alexandra M	Mileage Reimbursement April	18.73
Check	05/09/2023	151745	Match, Hailey	Mileage Reimbursement April	36.68
Check	05/09/2023	151745	Match, Hailey	Mileage Reimbursement May	371.65
Total 1014412 · Travel Expenses					427.06
1014429 · Miscellaneous					
Check	05/09/2023	151715	A1 Trophies & Awards	Inv# 18093 Name Badge	9.95
Check	05/09/2023	151765	West Pier Laundry Streamwood	Inv# 3453 Board Meeting Tablecloths	71.75
Total 1014429 · Miscellaneous					81.70
1014530 · Financial Administration					
Check	05/09/2023	151767	Governmental Accounting, Inc	Inv# 59471 Monthly Contract Billing May 2023	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014532 · Committee on Youth					
Check	05/09/2023	151714	A1 Trophies & Awards	Inv# 18084 Celebration of Leadership (4) Award Plaques	265.00
Check	05/09/2023	151741	Houdek, Tina M	Purchase of Flowers for the 2023 Celebration of Leadership Event	164.38
Check	05/09/2023	151757	Silver Spoon Catering	Catering for Celebration of Leadership	1,050.00
Total 1014532 · Committee on Youth					1,479.38
1014592 · Dental, Vision & Life Insurance					

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Type	Date	Num	Name	Memo	Amount
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	775.91
			Total 1014592 · Dental, Vision & Life Insurance		775.91
			1014593 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	1,186.06
			Total 1014593 · Unemployment		1,186.06
			Total 101TOE · Town Office Expense		13,699.83
			104ASR · Assessor's Division		
			1044415 · Dues, Subs & Publications		
Check	05/09/2023	151760	The Sidwell Company	Inv# 5240 Assessor's Office Map Books (38)	380.00
			Total 1044415 · Dues, Subs & Publications		380.00
			1044419 · Training		
Check	05/09/2023	151721	Cedillo, Jeanette	IPAI Testing Charge	50.00
			Total 1044419 · Training		50.00
			1044492 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	345.08
			Total 1044492 · Dental, Vision & Life Insurance		345.08
			1044493 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	450.70
			Total 1044493 · Unemployment		450.70
			Total 104ASR · Assessor's Division		1,225.78
			109YFS · Youth & Family Services		
			109ADM · Administration & Clinical		
			1094618 · Psychiatric Backup		
Check	05/09/2023	151716	Alexian Bros (Psych Bkp) Behavior Health	Psychiatric Backup April 2023	480.00
			Total 1094618 · Psychiatric Backup		480.00
			1094623 · Travel		
Check	05/02/2023	151606	Herrera, Marina	Mileage Reimbursement Apr	67.47
Check	05/09/2023	151731	Diaz, Roxanne	Mileage Reimbursement - Apr	15.07
Check	05/09/2023	151737	Gomez, Patricia	Mileage Reimbursement - Apr	33.41
Check	05/09/2023	151751	Nunez, Maria	Mileage Reimbursement Apr	16.51
Check	05/09/2023	151755	Amy Sears	Mileage Reimbursement Apr	16.90
			Total 1094623 · Travel		149.36
			1094692 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	1,295.32

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Type	Date	Num	Name	Memo	Amount
			Total 1094692 · Dental, Vision & Life Insurance		1,295.32
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	2,490.73
			Total 1094693 · Unemployment		2,490.73
			Total 109ADM · Administration & Clinical		4,415.41
			109OUT · Outreach & Prevention		
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	196.24
			Total 1094651 · Cellphones		196.24
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	1,078.34
			Total 1094792 · Dental, Vision & Life Insurance		1,078.34
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	1,755.37
			Total 1094793 · Unemployment		1,755.37
			Total 109OUT · Outreach & Prevention		3,029.95
			Total 109YFS · Youth & Family Services		7,445.36
			Total 1014 · Town Fund - Expenditures		120,215.68
			1104 · Aging Services - Expenditures		
			1104ADM · Administration		
			1104524 · Utilities		
Check	05/09/2023	151729	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 4/3-5/2	3,772.70
Check	05/09/2023	151748	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 3/27-4/25	1,115.92
Check	05/09/2023	151774	Village of Bartlett	Acct# 62447 Bill# 706383 Water/Sewer 4/14	227.65
Check	05/09/2023	151774	Village of Bartlett	Acct# 63818 Bill# 706792 Water/Sewer 4/14	31.50
			Total 1104524 · Utilities		5,147.77
			1104525 · Telephone & High Speed Internet		
Check	05/09/2023	151763	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges Apr	59.10
			Total 1104525 · Telephone & High Speed Internet		59.10
			1104527 · Equipment		
Check	05/09/2023	151769	ProxiT Technology Solutions	Inv# 23620 Computer Replacement Dept Cost Share 1/3	207.33
Check	05/10/2023	151776	Quench USA, Inc.	Inv# 05715615 Water Cooler Rental	209.11
			Total 1104527 · Equipment		416.44
			1104528 · Office Supplies		

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2023	151715	A1 Trophies & Awards	Inv# 18054 Name Badge	13.50
Check	05/09/2023	151715	A1 Trophies & Awards	Inv# 18079 Name Badge	9.95
Check	05/09/2023	151715	A1 Trophies & Awards	Sales Order# K020573 Name Badge	9.95
Total 1104528 · Office Supplies					33.40
1104533 · Printing					
Check	05/09/2023	151744	Kwik Print	Inv# 73296 Business Cards	47.10
Check	05/10/2023	151775	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 855904 Copy Charges LL	18.49
Total 1104533 · Printing					65.59
1104534 · Dues, Subs, & Publications					
Check	05/12/2023	151779	NCOA	NISC Accredation Fee	2,500.00
Total 1104534 · Dues, Subs, & Publications					2,500.00
1104535 · Travel					
Check	05/02/2023	151605	Conway, Megan A	Reimburse Mileage 4/14/23	76.64
Total 1104535 · Travel					76.64
1104592 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	371.24
Total 1104592 · Dental, Vision & Life Insurance					371.24
1104593 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 30877 Unemployment Premium	2,941.44
Total 1104593 · Unemployment					2,941.44
Total 1104ADM · Administration					11,611.62
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	05/09/2023	151735	Get Fresh Produce, Inc	Congregate Food	1,036.35
Check	05/09/2023	151766	Gordon Food Service	Cafe Food	3,204.56
Check	05/09/2023	151770	Get Fresh Produce, Inc	Congregate Food	128.18
Total 1105551 · Congregate Food					4,369.09
1105553 · Congregate Supplies					
Check	05/09/2023	151735	Get Fresh Produce, Inc	Congregate Supplies	186.16
Check	05/09/2023	151766	Gordon Food Service	Cafe Supplies	321.95
Check	05/09/2023	151765	West Pier Laundry Streamwood	Inv# 3452 Laundry Service Dish Towels	17.50
Check	05/09/2023	151770	Get Fresh Produce, Inc	Congregate Supplies	50.83
Total 1105553 · Congregate Supplies					576.44
1105558 · Home Delivered Meals Food					
Check	05/09/2023	151735	Get Fresh Produce, Inc	HDM Food	1,036.33

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2023	151766	Gordon Food Service	HDM Food	3,204.54
Check	05/09/2023	151754	Pur Foods LLC dba Mom's Meals	Inv# MM04302023-HT Special Dietary Meals April	3,704.83
Check	05/09/2023	151770	Get Fresh Produce, Inc	HDM Food	128.17
Total 1105558 · Home Delivered Meals Food					8,073.87
1105560 · Home Delivered Meals Supplies					
Check	05/09/2023	151735	Get Fresh Produce, Inc	HDM Supplies	186.14
Check	05/09/2023	151766	Gordon Food Service	HDM Supplies	321.93
Check	05/09/2023	151765	West Pier Laundry Streamwood	Inv# 3452 Laundry Service Dish Towels	17.50
Check	05/09/2023	151770	Get Fresh Produce, Inc	HDM Supplies	50.82
Total 1105560 · Home Delivered Meals Supplies					576.39
1105792 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	89.04
Total 1105792 · Dental, Vision & Life Insurance					89.04
1105793 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	735.36
Total 1105793 · Unemployment					735.36
Total 1104NUT · Nutrition					14,420.19
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	05/09/2023	151736	Giuseppa Crisopulli	In the Kitchen Supplies 5/3/23	86.40
Check	05/09/2023	151766	Gordon Food Service	Programming	136.75
Total 1104515 · Programming					223.15
1104520 · Volunteer Services					
Check	05/02/2023	151615	Lynn Marinelli	Home Delivered Meals Mileage Reimbursement April	61.57
Check	05/02/2023	151616	Edward Baus	Home Delivered Meals Mileage Reimbursement Apr	37.14
Check	05/09/2023	151722	Charles Valerio	Home Delivered Meals Mileage Reimbursement 4/6-5/4	20.31
Check	05/09/2023	151732	Dorothy Archer	Home Delivered Meals Mileage Reimbursement April	71.13
Check	05/09/2023	151743	James Lemonides	Home Delivered Meals Mileage Reimbursement April	45.20
Check	05/09/2023	151764	Wayne Ruttenburg	Home Deliveres Meals Mileage Reimbursement Apr	78.60
Total 1104520 · Volunteer Services					313.95
1104532 · Visual Arts					
Check	05/09/2023	151772	Krall, Marianne	Paper Towels	64.14
Total 1104532 · Visual Arts					64.14
1104892 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	647.26

Hanover Township Board Audit Report - FY24

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
			Total 1104892 · Dental, Vision & Life Insurance		647.26
			1104893 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	1,043.74
			Total 1104893 · Unemployment		1,043.74
			Total 1104PRO · Enrichment Programs		2,292.24
			1104SOC · Social Services		
			1104519 · Senior Assistance		
Check	05/09/2023	151733	Ernest F. Evinger	Rental Assistance	200.00
			Total 1104519 · Senior Assistance		200.00
			1104564 · Senior Health Ins Program		
Check	05/09/2023	151744	Kwik Print	Inv# 73368 Business Cards	158.00
			Total 1104564 · Senior Health Ins Program		158.00
			1104992 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	247.10
			Total 1104992 · Dental, Vision & Life Insurance		247.10
			1104993 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	593.03
			Total 1104993 · Unemployment		593.03
			Total 1104SOC · Social Services		1,198.13
			1104TRN · Transportation		
			1104518 · Vehicle Maintenance		
Check	05/02/2023	151608	Kammes Auto & Truck Repair, Inc.	Inv# 140898 Wires, Lock, Light	383.65
Check	05/09/2023	151771	Kammes Auto & Truck Repair, Inc.	Inv# 140954 Repair Bus 143	497.94
			Total 1104518 · Vehicle Maintenance		881.59
			1104550 · Telephone		
Check	05/09/2023	151762	Verizon Wireless	Inv# 9932830629 Monthly Charges 3/19-4/18	444.08
			Total 1104550 · Telephone		444.08
			1104692 · Dental, Vision & Life Insurance		
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	1,209.60
			Total 1104692 · Dental, Vision & Life Insurance		1,209.60
			1104693 · Unemployment		
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	1,292.81

Hanover Township Board Audit Report - FY24

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
Total 1104693 · Unemployment					1,292.81
Total 1104TRN · Transportation					3,828.08
Total 1104 · Aging Services - Expenditures					33,350.26
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024507 · Professional Services					
Check	05/09/2023	151761	Verify (XHANGA)	Inv# 1526015 Background Checks Apr	54.00
Total 2024507 · Professional Services					54.00
2024511 · Phone and Internet					
Check	05/02/2023	151612	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 4/25-5/24	232.95
Total 2024511 · Phone and Internet					232.95
2024592 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	260.08
Total 2024592 · Dental, Vision & Life Insurance					260.08
2024593 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	450.70
Total 2024593 · Unemployment					450.70
Total 2024ADM · Administration					997.73
202PAN · Pantry					
1014161 · Utilities					
Check	05/09/2023	151727	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 4/4-5/3	525.97
Check	05/09/2023	151749	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 3/16-4/16	112.82
Total 1014161 · Utilities					638.79
1014192 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	233.58
Total 1014192 · Dental, Vision & Life Insurance					233.58
1014193 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	147.07
Total 1014193 · Unemployment					147.07
Total 202PAN · Pantry					1,019.44
Total 2024 · Human Services - Expenditures					2,017.17
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					

Hanover Township Board Audit Report - FY24

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
3034702 · Insurance					
Check	05/09/2023	151768	Illinois Counties Risk Management Trust	Inv# 31643 & 32375 Road Maint: Fund Property, Liability, Workers Comp P...	15,000.00
Total 3034702 · Insurance					15,000.00
3034704 · Telephone					
Check	05/02/2023	151600	AT&T 152	Inv# 84717527304 Monthly Line 3/23-4/22	155.72
Total 3034704 · Telephone					155.72
3034711 · Utilities					
Check	05/09/2023	151726	Com Ed 039	Acct# 7826007039 Monthly Charges 4/3-5/2	169.40
Check	05/09/2023	151730	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 4/3-5/2	128.73
Total 3034711 · Utilities					298.13
3034792 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	189.64
Total 3034792 · Dental, Vision & Life Insurance					189.64
3034793 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	1,280.95
Total 3034793 · Unemployment					1,280.95
Total 3034ADM · Administration					16,924.44
3034BLD · Buildings					
3034612 · Building & Perm Improvements					
Check	05/09/2023	151759	The Home Depot	Shelves	70.54
Check	05/09/2023	151759	The Home Depot	Brackets, Shelves, Hardware	254.86
Check	05/09/2023	151759	The Home Depot	Shelves, Brackets	392.83
Check	05/09/2023	151759	The Home Depot	Shelves, Track, Brackets	163.86
Check	05/09/2023	151759	The Home Depot	Shelves	123.24
Check	05/09/2023	151759	The Home Depot	Credit Shelve Brackets	-86.78
Total 3034612 · Building & Perm Improvements					918.55
3034613 · Building Maintenance					
Check	05/09/2023	151759	The Home Depot	Caulk	9.97
Check	05/09/2023	151759	The Home Depot	Panel Repair	17.96
Total 3034613 · Building Maintenance					27.93
Total 3034BLD · Buildings					946.48
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	05/09/2023	151759	The Home Depot	Wheel, Racket	102.32
Check	05/09/2023	151759	The Home Depot	Screws	11.04

Hanover Township Board Audit Report - FY24

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
Total 3034602 · Operating Supplies & Materials					113.36
3034610 · Street Lighting					
Check	05/09/2023	151724	Com Ed 051	Acct# 5619024051 Monthly Charges 3/29-4/27	48.20
Check	05/09/2023	151725	Com Ed 116 (formerly 152)	Acct# 00090-11116 Monthly Charges 2/6-3/7	6.37
Check	05/09/2023	151728	Com Ed 076	Acct# 7742763076 Monthly Charges 4/3-5/2	86.78
Total 3034610 · Street Lighting					141.35
Total 3034ROD · Road Maintenance					254.71
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	05/09/2023	151752	Preventative Maintenance Systems, Inc	Inv #30686 Spring Preventative Maintenance and Test Lane Truck# 502	886.55
Check	05/09/2023	151752	Preventative Maintenance Systems, Inc	Inv# 30690 Spring Preventative Maintenance and Test Lane Truck# 501	1,892.53
Total 3034609 · Maintenance Vehicles & Equip					2,779.08
Total 303EQM · Equipment					2,779.08
Total 3034 · Road Maintenance - Expenditures					20,904.71
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054592 · Dental, Vision & Life Insurance					
Check	05/10/2023	151777	Euclid Managers	Acct 5641581 Monthly Premium April/May	351.24
Total 5054592 · Dental, Vision & Life Insurance					351.24
5054593 · Unemployment					
Check	05/10/2023	151778	Illinois Counties Risk Management Trust	Inv# 333059 Unemployment Premium	147.09
Total 5054593 · Unemployment					147.09
Total 5054ADM · Administration					498.33
5054SVC · Service Contracts					
5054165 · Amita Alexian					
Check	05/09/2023	151717	Alexian Bros Center Mental Health (MHB)	Therapy and Psych April 2023	2,638.68
Total 5054165 · Amita Alexian					2,638.68
Total 5054SVC · Service Contracts					2,638.68
Total 5054 · Mental Health - Expenditures					3,137.01
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	05/02/2023	151609	Pace	Inv# 619679 Bus Lease	100.00
Check	05/02/2023	151609	Pace	Inv# 619687 Bus Lease	100.00
Total 7004540 · Bus Purchase					200.00

Hanover Township Board Audit Report - FY24

May 2 - 15, 2023

Type	Date	Num	Name	Memo	Amount
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	05/12/2023	151780	Old Republic Surety Company	Progress Payment #6 for Phase 1 / EMA Station Project	214,267.44
Total 8084414 · Emergency Services Station					214,267.44
Total 8084 · Capital Projects - Expenditures					214,267.44
TOTAL					394,092.27

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

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

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Human Services Director Mary Jo Imperato, 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, and Attorney Mike Airdo. Also present were Ms Naomi Walters-Lenoci of Bartlett, representing the Schaumburg Monarch Initiative were Ms Kathryn Mueller, Ms Carol Johnson, and Mr. Jim Roberson, former Village of Hanover Park Fire Chief Craig Haigh representing Haigh Solutions LLC, and Village of Streamwood Trustee Mike Baumer.
- 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.

Supervisor McGuire asked the Board to consider amending the agenda to move item IV.C. Hanover Township Emergency Services Study to item F under VIII. New Business; Trustee Beattie moved that the agenda be amended to move item IV.C. Hanover Township Emergency Services Study to item F under VIII. New Business; the motion was seconded by Trustee Noyola. Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick and Supervisor McGuire.
- IV. Presentations:
 - A. The Board welcomed Sgt Russell Kenney of Bartlett into the Veterans Honor Roll. Mr. Kenney served from 1947 to 1953. His name will be placed on the Honor Roll plaque and recorded in the Clerk's office. Mr. Kenney was not present at the Board meeting this evening.
 - B. Trustee Essick moved that the Board declare May as Monarch Month in Hanover Township; motion seconded by Trustee Beattie and followed by a roll call vote. Ayes: Trustees Beattie, Essick, Martinez, and Noyola, and Supervisor McGuire. Nays: none. Motion carried. Representatives of the Schaumburg Monarch Initiative were Ms Kathryn Mueller, Ms Carol Johnson, and Mr. Jim Roberson to receive the resolution. They presented the Board with steel signs to be posted near monarch way stations to alert people of the gardens' purpose. Also, they presented the Township with corrugated signs for posting around the Township notifying people about the monarch's place in our Township.
 - C. By vote of the Board (note above) Hanover Township Emergency Services Study report review was moved to item F under VIII. New Business.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire noted that HB475, which was opposed by both TOI and MTA, may have a compromise in the works. HB475 would give the tax levy approval to the mental health boards.
 - B. Clerk's Report: Clerk Dolan Baumer reported that she was in Springfield during TOI Lobby Day last week and had the opportunity to sit in on a couple of Senate hearings and visited with the offices of several senators and representatives.
 - C. Assessor's Report: Assessor Moinuddin reported that his office is open for appeals through May 17. A Property Tax Assessment seminar would be held on May 12. Long time staff member, Chief Deputy Clerk Patty Glascott will be retiring on June 13.
 - D. Trustee Liaison Committee Reports: Trustee Beattie thanked Director Houdek on a nice job

with the Leadership Recognition this evening.

- E. Department Reports: Highlights this period included Director Conway reporting that the volunteer celebration was a success. Ms Patty Loomis received Volunteer of the Year. Hanover Township welcomes Home Care Assistant Ms Joann Gante and Home Care Coordinator Sarece Mitchell to the team. Manager Teachout reported that the Mental Health Board recently approved \$15,000 to the Children's Advocacy Center, and emergency funding to PADS and for a speech device to Easter Seals. Officers would be elected in May. Director Smith reported that Nurse Kramer is a new dad and both mom and baby are doing well. May is stroke awareness month and programming would be held to spread awareness. Assistant Administrator Vana reported that the Governor of the State of Illinois will end the COVID precautions in Illinois on May 11, and with that, the Township emergency sick leave policy that is tied to it will also end. Ms Hailey Matich is studying for her CAIO certification. She is currently still working on the state grant modifications. Director Houdek reported that Student Government Day was a success. The department has been invited to participate in Hanover Park District pop-up events this spring. Ms Tessa Gonzalez recently spoke at Parkwood Elementary to discuss survey results with their board. Director Imperator met with the cohort at the Illinois Food Bank, resulting in a grant for iPad kiosks. A scissor jack has been ordered as part of the Illinois Food Bank grant. LIHEAP intake has seen a 100% increase over 2022. The Township welcomed Ms Kelly Corona, new Case Manager for Human Services. Director Crews reported that the unit has received several nice thank you notes from partner agencies. Further, he said that he and the unit are looking forward to implementing ideas as a result of the recent study by Haigh Solution LLC. He also reported that the unit received a prestigious award from the Elgin Fire Department. Director Hanson reported that the demolition to occur at 1169 Robinhood is still pending permits, awaiting the well capping. Culvert replacements will be made on unincorporated streets in the Township this year, and the process has started. The concrete work at the Emergency Services station should be completed this week. The sprinkler system issues have been resolved. FGM is working on the existing building with their sprinkler provider. Testing of the generator is taking place to make sure it is ready when needed. Five of the six seasonal staff have been hired. Administrator Barr reported that Director Kuttentburg is at a social media conference.

- VI. Bill Paying: Mr. Barr presented the bills for payment from April 18 through May 1, 2023 as follows:

a.	Town	\$11,563.21
b.	Senior Services	19,184.11
c.	General Assistance	9,912.10
d.	Road Maintenance	3,817.60
e.	Senior Citizens Services Comm.	101.92
f.	Mental Health Board	23,104.35
g.	Capital	<u>4,706.25</u>
	Total	<u>\$72,389.54</u>

A motion was made by Trustee Martinez and seconded by Trustee Noyola to approve payment of the bills as presented from April 18 through May 2, 2023. 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 brought forward.

- VIII. New Business:

- A. Board Meeting Minutes of April 18, 2023: Clerk Dolan Baumer presented the Board meeting minutes of April 18, 2023 for review and approval. Trustee Beattie moved to approve the Board meeting minutes of April 18, 2023 as presented; motion seconded by Trustee Noyola. Roll call: Ayes: Trustees Beattie, Noyola, and Essick, and Supervisor McGuire. Abstain: Trustee Martinez. Nays: None. Motion carried.

- B. Resolution Declaring May Older Americans Month in Hanover Township: Trustee Essick moved that the Board approve the resolution declaring May as Older Americans Month in Hanover Township. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried. The Board presented the resolution to Ms Naomi Walters-Lenoci, of the Senior Citizens Services Committee, who respectfully asked if Trustee Essick could serve as Committee Liaison, since “he is a senior citizen, now.”
- C. Resolution to Approve a Memorandum of Understanding with the Chicago Metropolitan Agency for Planning for the Northwest Cook Transit Coordination Study: Trustee Beattie moved that the Board approve resolution #050223 a memorandum of understanding with the Chicago Metropolitan Agency for Planning for the Northwest Cook Transit Coordination Study. Trustee Martinez seconded the motion. CMAP will provide technical assistance, as a consultant-led project, to Pace, Hanover, Palatine, Schaumburg Townships as well as the Village of Schaumburg to develop a transit coordination study that addresses key issues and incorporates the ON TO 2050 principles of resilience, inclusive growth, and prioritized investment. This project will specifically endeavor to provide recommendations for a more effective, efficient, coordinated transit services among and across these participating communities. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- D. Resolution to Approve a License Agreement with the Kane County Teachers Credit Union for Automatic Teller Machine Deployment: Trustee Noyola moved that the Board approve resolution #0502231 approving of a license agreement with the Kane County Teachers Credit Union for an automatic teller machine deployment. The Credit Union (or its agent) is desirous of obtaining a license from Licensor to install, operate and maintain an electronic fund transfer automatic teller machine and accompanying peripherals, equipment and structures (collectively “ATM”), under the terms and conditions hereinafter set forth; and the Licensor is desirous of granting to Credit Union (or its agent) a License to install, operate and maintain an ATM on its premises for the convenience of its customers, employees and other persons with debit cards who may properly access their accounts at the subject ATM, under the terms and conditions hereinafter set forth. Trustee Essick seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- E. Appointment to the Senior Citizens Services Committee: Trustee Martinez moved that the Board concur with the Supervisor’s appointment of Peggy Bucaro and Thomas Lathara to the Senior Citizens Services Committee. Motion seconded by Trustee Beattie and followed by a roll call vote. Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- F. By vote of the Board (note above) Hanover Township Emergency Services Study report review was moved to item F under VIII. New Business: Mr. Craig Haigh of Haigh Solutions LLC, presented the findings as a result of the Evaluation of Emergency Services Unit. The focus of the evaluation was to assess the value of the services provided; assess officer (member) satisfaction, and to assess officer (member) recruitment and retention. As a result of the study, 31 recommendations were provided that focus on recruitment, on-boarding and retention, chain-of-command, and policies and standard operating modifications. He would work with Director Crews to implement the suggestions and findings. The Board thanked Chief Haigh and looks forward to positive results for the unit.
- 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

Minutes of a Meeting of the Hanover Township Board

Tuesday, May 2, 2023

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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, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried. Mr. McGuire excused staff and the Board adjourned into Executive Session at 8:19 p.m.

The Board returned from Executive Session at 8:27 p.m. Supervisor McGuire gaveled the meeting back to order; present, by roll call, were Trustees Beattie, Noyola, Essick, and Martinez, and Supervisor McGuire.

- X. Other Business: Mr. Barr reminded the Board that the Decennial Committee meeting would be held on May 16 prior the Board meeting at 6:00 p.m.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:39 p.m. was made by Trustee Beattie and seconded by Trustee Martinez, followed by a roll call vote. Ayes: Trustees Beattie, Martinez, Noyola, and Essick and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

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



RESOLUTION

Declaring May as Asian/Pacific American Heritage Month in Hanover Township

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

WHEREAS, the history of Asian Americans and Pacific Islanders in the United States and Hanover Township is intricately tied to the story of the nation; and

WHEREAS, the Asian-American and Pacific Islander community is an inherently diverse population, composed of more than 45 distinct ethnicities and more than 100 language dialects; and

WHEREAS, according to the 2020 American Community Survey, 15,557 residents of Asian descent reside in Hanover Township; and

WHEREAS, the month of May was selected for Asian/Pacific American Heritage Month because the first Japanese immigrants arrived in the United States on May 7, 1843, and the first transcontinental railroad was completed on May 10, 1869, with substantial contributions from Chinese immigrants; and

WHEREAS, Hanover Township is committed to educating citizens about the country's diverse ethnic population, and fostering a tolerance grounded in First Amendment principles, a culture of mutual understanding, and the diminution of violence.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that the month of May 2023 is Asian/Pacific American Heritage Month in Hanover Township.

Dated: May 16, 2023

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*

RESOLUTION NO. _____

**A RESOLUTION
TO APPROVE A TUITION REIMBURSEMENT OBLIGATION AGREEMENT
WITH KRISTEN SMITH**

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 Tuition Reimbursement Obligation Agreement (the “Agreement”) between the Township and Kristen Smith, a copy of which is appended hereto and expressly incorporated herein by reference, to provide financial assistance in paying certain tuition in accordance with the Township’s Education and Training Opportunities for Employees Policy, as more fully described therein, 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: May 16, 2023

APPROVED: May 16, 2023

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

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 May 16, 2023, and approved on May 16, 2023, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

TUITION REIMBURSEMENT OBLIGATION AGREEMENT

This Tuition Reimbursement Agreement (the “Agreement”) is made and entered into this 2nd day of May, 2023, by Kristen Smith (“Ms. Smith” or “Employee”), an individual residing at 8970 Dolby Street, Huntley, Illinois 60142, and Hanover Township (the “Township”), a body politic and corporate of the State of Illinois. Ms. Smith and the Township may each be referred to herein as a “Party” or, collectively, as the “Parties.”

WHEREAS, Ms. Smith has voluntarily applied to and been accepted into the Nurse Practitioner Graduate Program at Northern Illinois University for the 2023-2024 Academic Year (the “Education Program”); and

WHEREAS, the Township desires to provide Ms. Smith financial assistance in paying tuition for the Educational Program, in accordance with the Township’s Education and Training Opportunities for Employees Policy (the “Policy”), as amended from time-to-time, and the terms and conditions set forth herein; and

WHEREAS, Ms. Smith acknowledges and agrees that the Township’s financial assistance is conditional upon her acceptance into and completion of the Education Program, as well as her continued employment with the Township following her completion of the Education Program, as more fully set forth herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and of the promises, covenants, and payments hereinafter set forth, along with other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

Initial _____ 1. **Incorporation of Recitals:** The Parties adopt the foregoing recitals as if fully incorporated herein.

Initial _____ 2. **Tuition Assistance:**

- a. The Township shall reimburse Employee for one hundred percent (100%) of eligible expenses associated with the Education Program in accordance with the Policy, except as otherwise provided in this Agreement. The final determination as to whether any specific expense is eligible for reimbursement shall be at the sole discretion of the Township Administrator.
- b. The Township’s obligations under Section 2(a) are expressly conditioned upon the following: (i) Employee’s acceptance into the Education Program; (ii) Employee’s completion of the Education Program within four (4) years of the Effective Date (the “Completion Deadline”); and (iii) Employee’s continued employment with the Township following Employee’s completion of the Education Program for a period of time equal to the length of the Education Program (the “Consideration Period”).

Initial _____ 3. **Repayment Obligation:**

- a. In the event Employee fails to complete the Education Program on or before the Completion Deadline, Employee shall make payment to the Township, without demand, and within thirty (30) days of the Completion Deadline, the full amount of reimbursements paid to Employee under this Agreement.
- b. In the event Employee voluntarily separates from employment with the Township, or is terminated from employment with the Township for Cause, prior to the expiration of the Consideration Period, Employee shall make payment to the Township, without demand, and within thirty (30) days of such separation or termination, the full amount of reimbursements paid to Employee during the Repayment Period.
- c. For purposes of this Section 3, the term “Cause” shall mean Employee engages in “Misconduct,” as that term is defined in Section 5 of the Government Severance Pay Act, 5 ILCS 415/5, including, but not limited to, the following:
 - (i) Conduct demonstrating conscious disregard of the Township’s interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the Township expects of Employee. Such conduct may include, but is not limited to, willful damage to Township property that results in damage of more than \$50.00, or theft of Township property or property of a customer or invitee of the Township.
 - (ii) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent or shows an intentional and substantial disregard of the Township’s interests or of Employee’s duties and obligations to the Township.
 - (iii) Chronic absenteeism or tardiness in deliberate violation of a known policy of the Township or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence.
 - (iv) A willful and deliberate violation of a standard or regulation of the State of Illinois by Employee for which such a violation would cause the Township to be sanctioned or have a license or certification suspended by the State.
 - (v) A violation of a Township rule, unless Employee can demonstrate that: (A) she did not know, and could not reasonably know, of the rule’s requirements; (B) the rule is not lawful or not reasonably related

to the job environment and performance; or (C) the rule is not fairly or consistently enforced.

- (vi) Other conduct, including, but not limited to, committing criminal assault or battery on another employee, or on a customer or invitee of the Township, or committing abuse or neglect of a patient, resident, disabled person, elderly person, or child in her professional care.

- d. For purposes of this Section 3, the term “Repayment Period” shall mean the period of time immediately preceding the date of Employee’s separation or termination from employment with the Township which is equal to the length of the Consideration Period.

Initial_____ 4. **Deduction Authorization:** Employee agrees to voluntarily sign a deduction authorization at time of separation of employment to allow the Township to deduct the amount of any tuition reimbursement obligation from any compensation due and owing to the Township at time of separation from employment, including but not limited to salary, wages, bonuses, commission, and vacation pay.

Initial_____ 5. **No Guarantee of Employment:** Nothing in this agreement constitutes a commitment or guarantee on the part of the Township to provide employment to Employee for any specific period of time or duration. Employee expressly acknowledges and agrees that, unless otherwise agreed in writing, Employee's employment with the Township is and shall remain "at-will."

Initial_____ 6. **Taxes; Indemnification:** Employee shall be responsible for any and all tax liabilities and implications when the amounts reimbursed hereunder exceed the IRS maximum for exclusion from income. In addition, Employee shall indemnify, defend, and hold harmless the Township from and against any and all suits, claims, actions, damages, costs, expenses, and other losses, including, but not limited to attorneys' fees, arising from any governmental taxing authority assessing such reimbursements as a benefit to Employee. The obligations in this Section 7 shall survive any termination of this Agreement.

Initial _____ 7. **Notices:** Notices pursuant to this Agreement shall be in writing and shall be delivered in person or by certified mail, return receipt requested, postage prepaid, and addressed as follows:

If to the Township: Hanover Township
250 S. IL Route 59
Bartlett, IL 60103
Attn: James C. Barr

with a copy to:

Airdo Werwas, LLC
111 E. Wacker Dr., Ste. 500

Chicago, IL 60601
Attn: Michael A. Airdo

If to Employee: Kristen Smith
8970 Dolby Street
Huntley, IL 60142

- Initial_____ 8. **Entire Agreement:** This Agreement, including matters incorporated herein, represents the entire agreement between the Parties. There are no other covenants, warranties, representations, promises, conditions, or understandings, either oral or written, other than those contained herein.
- Initial_____ 9. **Binding Effect:** This Agreement shall be binding upon and shall inure to the benefit of the heirs at law and executors of Employee.
- Initial_____ 10. **Modifications:** No modification, amendment, or waiver of any provisions of this Agreement shall be effective unless approved in writing by the Parties.
- Initial_____ 11. **No Waiver:** A waiver by any Party of a breach of any provision hereof does not constitute a waiver of any succeeding breach of the same or any other provision, nor shall it constitute a waiver of the responsibility or obligation itself.
- Initial_____ 12. **Governing Law:** The validity, interpretations, construction and performance of this Agreement shall be governed by the laws of the State of Illinois or Federal law, where applicable, without giving effect to conflict of laws principles.
- Initial_____ 13. **Dispute Resolution:** In the event any dispute shall arise with respect to any matter related to or arising out of this Agreement or the employment relationship between the Parties, the Parties shall use their best efforts to resolve the dispute through an informal dispute resolution process, to include, but not limited to mediation. In the event that the Parties are unable to resolve the dispute informally within thirty (30) days, both Parties agree to waive their right to a jury trial and agree that either Party may elect to have the matter resolved by binding arbitration before a neutral arbitrator to-be-agreed upon by both Parties. In the event that both Parties are unable to agree upon a third-party neutral arbitrator, the matter will be submitted by the Parties to a mutually determined neutral arbitration firm. In the event the Parties are unable to mutually agree upon such a neutral arbitration firm, the matter will be submitted by the Parties to the American Arbitration Association. Except as otherwise provided herein, each Party shall be responsible for its own costs and expenses related to the arbitration, and the costs of the arbitration shall be shared equally by both Parties. The decision of the arbitrator shall be final and not appealable and subject to enforcement as a judgment under the Illinois Code of Civil Procedure. All rules of procedure, discovery, and evidence as set forth in the rules of employment arbitration as adopted by the American Arbitration Association, at the time that arbitration is required, shall be applicable to the proceedings, except to the extent those rules

conflict with the requirements of Illinois law. Any arbitration pursuant to this Agreement shall take place in Cook County, Illinois. This dispute resolution provision shall survive any termination of this Agreement.

Initial_____ 14. **Attorney Fees:** If the Township or Employee brings any legal action or seeks arbitration regarding the interpretation or enforcement of this agreement, the prevailing party shall be entitled to recover its reasonable attorney fees from the other party, in addition to any other relief that may be granted.

Initial_____ 15. **Counterparts:** This Agreement may be executed in separate counterparts. It shall be fully executed when each Party whose signature is required has signed at least on (1) counterpart, even though no one (1) counterpart contains the signature of all the Parties.

Initial_____ 16. **Severability:** If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, and all portions thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

HANOVER TOWNSHIP

KRISTEN SMITH

By:_____
Brian P. McGuire, Supervisor
Township Supervisor

Date:_____

Date:_____

ATTEST:

Katy Dolan Baumer
Township Clerk

From: [James Barr](#)
To: [Hailey Match](#)
Subject: FW: Hanover Township, IL: Committee/Board Message
Date: Friday, May 12, 2023 4:17:39 PM
Attachments: [image001.png](#)

Form Name: Join a Board or Committee
Date & Time: 04/30/2023 6:01 PM
Response #: 58
Submitter ID: 14809
IP address: 2601:246:5d01:da0:8db9:13b:7d26:828f
Time to complete: 10 min. , 13 sec.

Survey Details

Page 1

Choose a Board or Committee

(O) Mental Health Board

First Name

Mary Jane

Last Name

Garvey

Email

mig7113@comcast.net

Phone

(630) 544-9052

Address

16 Garfield Lane

City

Streamwood

State

Illinois

Zip Code

60107

Tell us about yourself

I have enjoyed my previous years serving the Mental Health Board and want to continue. I feel very strong about the volunteering I participate with Hanover Township, Hoffman Estates Chamber of Commerce and the Boys & Girls Club of Streamwood. My employer, Heartland Bank and Trust, promotes and encourages their Retail Managers to become a member of local boards. The bank has a mission to support the agencies the board serves through our employees, a boots on the ground philosophy along with donations.

I believe there nothing more rewarding then to be a volunteer and give of one's time, since our time is so precious. I get more than I can give back.

Thank you,

Hanover Township, IL

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