



Minutes of a Meeting of the Hanover Township Decennial Committee on Efficiency

240 S. State Route 59, Bartlett 60103

Wednesday, April 5, 2023

- I. Call to Order: Supervisor McGuire called the meeting to order at 6:00 p.m.
- II. Roll Call: Supervisor McGuire called the meeting to order at 6:00 p.m. Assistant Township Administrator Vana called the roll; present were Trustees Essick, Martinez, Beattie and Noyola, Supervisor McGuire, Clerk Dolan Baumer, Assessor Moinuddin, and Committee Members Kramer and Porter. Others present were Township Administrator Barr, Director of Community and Government Relations Kuttentberg, Assistant Township Administrator Vana, and Administrative Specialist Matich.
- III. Public Comment: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Committee. Hearing none, Supervisor McGuire closed public comments.
- IV. Review of Township's Ordinances, Rules, and Procedures – Township Administrator Barr spoke to the committee in regard to Township ordinances, rules, and procedures. A thorough review of the most recent ordinances, rules, and procedures was conducted. Township Administrator Barr noted that internal practices could be reviewed to ensure more frequent updates to procedures are completed.
- V. Discussion of Ordinances, Rules, and Procedures – Committee Member Porter asked Township Administrator Barr how many employees Hanover Township has and if the personnel policy is shared with each employee. Township Administrator Barr responded the Township has approximately 100 employees and the Human Resource Manager collects acknowledgment forms from every employee stating they received a copy of the personnel policy. No other discussion ensued.
- VI. Survey of Residents in Attendance: Supervisor McGuire asked if there were any residents in the audience with input on the matters discussed. No additional input was received.
- VII. Other Business: Township Administrator Barr reminded the Committee the next meeting would take place on Tuesday, May 16.
- VIII. Adjournment: There being no other business, a motion to adjourn at 6:43 PM was made by Clerk Dolan Baumer, and seconded by Committee Member Porter, followed by a roll call vote. Ayes: Trustees Essick, Martinez, Beattie and Noyola, Supervisor McGuire, Clerk Dolan Baumer, Assessor Moinuddin, and Committee Members Porter and Kramer. Motion carried and the meeting was adjourned.

Respectfully submitted,

Kristin Vana
Assistant Township Administrator