



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

July 18, 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. Presentation – Veterans Honor Roll A1C Philip Bozant
- 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 June 20, 2023
 - B. Resolution to Approve a Change Order to the 1169 Robinhood Drive Demolition Project
 - C. Resolution to Approve a Policy Regarding Education and Training Opportunities for the Hanover Township Emergency Services Department
- 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.**



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: Philip Bozant

ADDRESS: 827 Carillon Dr. Apt. 431

CITY/ZIP CODE: BARTLETT, IL. 60103

PHONE #: 954-668-8266

DATE OF BIRTH: 01-JAN. 1-1941

BRANCH OF SERVICE: MARINES and AIR FORCE

HIGHEST RANK ATTAINED: PFC / A1C

YEARS OF SERVICE: FROM 1957 TO 1963

MEDALS AWARDED OR OTHER CITATIONS:
Good Conduct, SHARP Shooter

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 P. McGuire

Supervisor

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Passports</i>	347	316	1,079	983
Photo fees	\$3,750	\$2,920	\$11,460	\$9,930
Fee deposits	\$12,745	\$11,985	\$41,440	\$37,650
<i>Fishing/Hunting licenses</i>	8	7	28	24
<i>Handicap Placards</i>	19	29	47	71
<i>Vehicle Sticker Renewals</i>	32	33	93	105
<i>Human Resources Requests</i>	137	142	406	400
<i>New Employee Orientations</i>	8	11	18	19
<i>Technology work orders</i>	83	55	215	147
<i>Resident Contacts</i>	1,619	1,866	6,659	5,640
<i>Percent of Budget Expended (100% of year)</i>	9.1%	14.1%	20.1%	25.7%

Department Highlights

- Assistant Township Administrator Vana and Mental Health Board Manager Teachout participated in meetings with the UpHoldings Operations Team and Ecker Center for Behavioral Health staff to plan for the Hanover Landing application process. Township residents on the Hanover Landing interest list were contacted and referred to UpHoldings to submit their applications. The UpHoldings leasing team began accepting applications at Hanover Township on June 28 and will be on-site every Wednesdays and Thursdays until all units are full.
- Assistant Township Administrator Vana and Facilities and Road Maintenance Director Hanson completed a tour of the Bridlewood Reserves to identify potential improvements of these areas.
- Administrative Specialist Matich submitted the Fiscal Year 2024 budget document to the Government Finance Officers Association (GFOA) for award review on June 30.
- Human Resources Manager Callahan worked closely with Emergency Services Director Crews in June to coordinate fire and tornado drills for all Township buildings.
- Township Administrator Barr and Assistant Township Administrator Vana participated in panel discussions at the Township Officials of Cook County Annual Conference on June 22.
- Assistant Township Administrator Vana, Human Resources Manager Callahan, and Administrative Specialist Matich began interviews for the Hanover Landing part-time Disability Services Coordinator.
- Assistant Township Administrator Vana and Human Resources Manager Callahan completed 8 new hire orientations: Madelyn Kearns, Kamilla Herrera, Alexandra Ferreira, and Melissa Enciso (Youth and Family Services), Joseph Pizutti and Jayrell Garcia (Facilities and Road Maintenance), Eesha Alaparathi (Aging Services), and Anais Gomez (Human Services).
- Youth and Family Services Director Houdek, Assistant Director of Clinical Services Pamphile, Human Resources Manager Callahan, and Administrative Specialist Matich participated in first round interviews for the Family Therapist positions.
- Facilities and Road Maintenance Director Hanson, Manager Nelson, and Human Resources Manager Callahan participated in first round interviews for the Seasonal Summer Assistant position.
- Aging Services Director Conway, Transportation Manager Kazeos, and Human Resources Manager Callahan participated in first found interviews for the Bus Driver position.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Programming Division</i>				
Planned programs	249	254	752	708
Participants	1,565	1,434	4,942	4,423
Participants (unduplicated)	578	515	916	705
Wait listed (unduplicated)	63	13	104	32
New volunteers	3	5	6	12
Total volunteers (unduplicated)	131	116	165	149
Volunteer hours reported	1,737	1,380	5,401	4,026
<i>Nutrition Division</i>				
Meals Served	2,906	1,651	6,626	4,537
Meals delivered by volunteers	1,969	3,006	7,449	8,972
Clients Served (unduplicated)	645	N/A	989	N/A
<i>Social Services Division</i>				
Clients served (unduplicated)	138	153	393	439
Clients served (duplicated)	194	238	674	843
Energy Assistance	2	0	75	56
Prescription drugs & health insurance assistance	114	80	303	305
Social Service programs	10	10	32	33
Social Service program participants	124	83	345	317
Lending Closet transactions	118	157	390	349
Home Services direct care hours	62.5	N/A	151	N/A
<i>Transportation Division</i>				
One way rides given	1,035	1,003	3,244	2,897
Clients served (unduplicated)	166	120	283	162
New riders	38	19	283	162
Unmet requests for rides	36	12	93	29

Department Highlights

- Ten participants enjoyed outdoor archery lessons at the Izaak Walton Reserve on June 10.
- Entertainer Laverne sang Broadway songs with 32 participants in attendance on June 13.
- On June 15, the monthly Memory Café hosted Mane in Heaven, an organization that works with miniature therapy horses. Over 60 people visited with the horses.
- Director Conway facilitated a panel at the Township Officials of Cook County Annual Conference.
- The department offered a progressive tour in collaboration with staff from Victory Centre, The Oaks, and Chapters Senior Living (formerly Artis Memory Care) on June 27. 24 participants toured the facilities and enjoyed refreshments at each location.
- 20 participants attended the Bourbon and Bags event on June 27 featuring corn hole, croquet, and a variety of bourbons to sample.
- Director Conway attended *It Matters Where You Live*, a presentation by AgeOptions about the changing demographics and client needs of suburban Cook County on June 28.
- Social Services staff attended the 2023 Immigrant Integration Forum by the DuPage Federation.

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

OFFICE OF THE ASSESSOR



Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Administration</i>				
Office visits	195	91	1,518	337
Building permits processed	401	574	878	1,428
Change of Name	6	2	44	6
Property tax appeals	0	0	173	0
Certificates of Error	22	17	319	90
Property location updates	0	0	0	0
Sales Recording	435	258	435	258
New owner mailing	208	609	208	719
<i>Exemptions</i>				
Homeowner exemptions	18	15	221	45
Senior homeowner exemptions	18	14	188	70
Senior Freeze exemptions	48	14	796	70
Disabled Veteran exemptions	31	4	90	29
Disabled person exemptions	4	24	50	30
Miscellaneous exemptions	0	2	11	3

Department Highlights

- After 21 years of dedicated service to the Assessor's Office, Chief Deputy Assessor Glascott retired on June 14. Township Officials, staff, friends and family celebrated her at a reception on June 8.
- Deputy Assessor Silverstein has assumed the role of Interim Chief Deputy Assessor, following Chief Deputy Glascott's retirement.
- The total number of email addresses on the Assessor's Office contact list is now 3,614 after 5 new contacts were added in June.
- During the month of June, taxpayers were assisted in filing 119 Exemptions as well as 22 Certificates of Error, with a small increase in the number of Disabled Veteran Exemption filings.
- During the second week of June, Assessing Specialist Cedillo traveled to Springfield to continue classes for her Certified Illinois Assessment Officer (CIAO) designation, completing and passing her exam for Introduction to Mass Appraisal presented by the Illinois Department of Revenue.
- Deputy Assessor Silverstein completed and passed the exam for her continuing education class, Illinois Tax Policy.
- Interim Chief Deputy Assessor Silverstein attended the Townships of Cook County Annual Conference on June 22.
- The Assessor's Office participated in the Fiesta del Sol Hanover Township Foundation Fundraiser on June 1.

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 June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Website Visits (total)</i>	7,400	6,365	22,650	21,446
<i>Website Visits (unique)</i>	5,200	5,655	16,101	16,615
<i>Facebook Followers (new and total FYTD)</i>	40	47	5,534	5,055
<i>Facebook Reach</i>	22,626	24,780	95,150	73,289
<i>Twitter Followers (new and total FYTD)</i>	0	9	1,412	1,375
<i>Twitter Impressions (new and total FYTD)</i>	5,052	8,889	16,499	27,820
<i>YouTube Views</i>	172	6,010	882	9,031
<i>Media Releases</i>	4	5	15	11

Department Highlights

- Director Kuttenberg met virtually with Deputy Township Attorney Kimzey on June 5 to discuss drafting a social media policy for the Township's social media channels and the guidelines for using the platforms by employees.
- Director Kuttenberg met virtually with the panelists and moderator on June 7 to prepare for the Communications Session at the Township Officials of Cook County (TOCC) Spring Conference.
- Director Kuttenberg joined several department heads in attending the June 8 ribbon cutting for the Happy Hangout in downtown Bartlett.
- Director Kuttenberg and Communications Specialist Smith virtually attended the June 13 Government Social Media webinar on Public Health strategies on social media.
- Director Kuttenberg attended the June 15 Bartlett Area Chamber of Commerce Board of Directors meeting.
- Director Kuttenberg coordinated the June 15 concert in the Izaak Walton Reserve with a performance by Caliente, a Latin jazz band.
- Communications Specialist Smith and Office of Community Affairs Intern Przblyski attended the June 17 Veterans Car Show on the Tiknis Campus.
- Director Kuttenberg and Social Services Manager Gomez attended the Village of Hanover Park, Township event on June 20 at the Village Hall. Representatives from Schaumburg, Wayne, and Bloomingdale Townships also attended.
- Director Kuttenberg attended and coordinated the communications panel for the TOCC Annual Conference on June 22.
- Director Kuttenberg joined Supervisor McGuire and Trustees Martinez and Noyola in attending the June 24 open house for the joint office of Representative Hirschauer, Senator Villa, and Congresswoman Ramirez.
- Director Kuttenberg attended the June 28 virtual meeting of the Metropolitan Township Association Executive Board.
- Director Kuttenberg attended the June 29 Hanover Park Metra event at the village train station with Supervisor McGuire and other Township officials.
- Director Kuttenberg attended the June 29 Membership Committee meeting of the Bartlett Area Chamber of Commerce.
- Director Kuttenberg met with Elgin Councilwoman Rose Martinez on June 30 to discuss community issues.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Appointments</i>				
ProTimes	7	5	20	17
TB skin test	5	2	8	6
Cholesterol	1	3	14	45
Pharmaceutical Assistance Programs	0	0	0	0
Miscellaneous labs	6	8	20	24
Wellness Screening (BP, diabetes, anemia)	29	58	100	202
Other*	59	110	159	253
<i>Clinic Clients</i>				
Senior Center/ home visits	83	127	237	384
Astor Avenue	19	17	30	53
Offsite clinics	8	42	49	67
Total clients (unduplicated)	46	72	153	276
<i>Public Education & Health Promotion</i>				
Media coverage	0	2	1	5
Informational seminars/Program	5	4	13	15
Program Participants*	48	100	375	508
<i>Primary Care Provider Support</i>	3	2	4	17

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

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 13 home visits for residents in the month of June.
- Director Smith attended the ribbon cutting ceremony for the Happy Hangout, a new retail business in downtown Bartlett with a focus on raising mental health awareness, on June 8.
- Community Health Nurse Kramer attended and successfully completed his renewal certification as a CPR instructor on June 13.
- The Office of Community Health hosted a vaccine clinic in partnership with Walmart pharmacy to provide shingles, pneumonia, and Tdap vaccines for 15 residents on June 20.
- Community Health Nurse Kramer hosted a “Movie with a Nurse” program on June 22. Participants watched the movie *In Defense of Food* and had a Q&A after with Nurse Kramer about plant-based diets and healthy eating for longevity.
- Director Smith attended the Township Officials of Cook County Annual Conference on June 22.
- Director Smith and Emergency Services Director Crews met with Chief Meyer from the Streamwood Fire Department on June 26 to discuss collaboration and referral efforts for residents with complex medical conditions.
- Community Health Nurse Kramer provided free memory screenings for residents at The Oaks in Bartlett on June 27.
- Anna Martucci, a nutrition and dietetics student with Dominican University, presented to residents at the Senior Center on June 30 on the MIND diet and provided education on heart healthy diets.

*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 June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Hours</i>				
Volunteer Detail Hours	476	668	907	2,520
Volunteer Work Hours	471	71	1,007	317
Volunteer Training Hours	187	214	302	697
<i>Total Volunteer Hours</i>	1,134	926	2,216	3,534
<i>Details</i>				
Emergency Call Outs	12	19	60	32
Safety Patrols	2	1	6	4
Township Sponsored Events	4	6	7	2
Other Community Events	0	1	0	0
Miscellaneous	0	0	0	0
<i>Total Details</i>	37	27	73	40

Department Highlights

- HTES Officers provided traffic management in Bartlett for wires down on June 1.
- HTES Officers provided traffic management and lighting in Hanover Park on June 1.
- HTES Officers performed damage assessment in the Township after a storm passed through on June 1.
- HTES Officers provided traffic management in Hoffman Estates at a double fatal accident on June 1.
- HTES responded to a structural fire in Elgin and provided lighting and decontamination on June 1.
- HTES responded to a structural fire in Barrington Countryside, providing traffic control and hose management on June 3.
- HTES responded to a structural fire in Roselle on June 4.
- HTES responded to a structural fire in Carpentersville and filled air cylinders on June 7.
- HTES Officers provided traffic management in Bartlett due to a vehicle accident June 15.
- HTES Officers performed a pump-out at the Robin Hood Drive property on June 16.
- HTES responded to a structural fire in Hanover Park on June 29.
- Director Crews met with Bartlett Fire District Chief William Gabrenya to review the Hanover Township Emergency Services program and services on June 6.
- HTES staff conducted fire and tornado drills at Township facilities on June 13 and 20.
- Director Crews met with Streamwood, Schaumburg, and Roselle Fire Command Staff throughout the month of June to review the Hanover Township Emergency Services program and services.
- On June 28, Hanover Township hosted many local police and fire chiefs for a presentation on the Department of Emergency Services in Veterans Hall.

*Hanover Township Mission Statement:
To continuously improve the quality of life of Hanover Township residents.*

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Administration</i>				
Vehicle service calls	1	2	4	7
Work orders	371	371	1,104	1,128
Event set-ups/tear downs	122	135	361	381
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,894	6,094	13,733	15,278
Town Hall	9,420	9,420	24,000	23,160
Senior Center	45,151	44,111	117,621	106,945
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	4.17	1.04	325.91	348.09
Town Hall	16.70	39.82	874.4	1,055.24
Senior Center	1,741.82	1,268.74	5,517.78	4,543.08
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	0	0

Department Highlights

- Facilities and Road Maintenance staff completed the June brush pickup, collecting approximately 18 tons of mulch. All material was either distributed to residents or utilized within the Township reserves.
- All Facilities and Road Maintenance staff completed the set up and take down of the Hanover Township Foundation Fundraiser dinner. Director Hanson, Facilities Technician Enzenbacher, and Road Maintenance Associate Crane worked at the Foundation event assisting in garbage removal, and all requested tasks.
- 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 was completed in June with concrete curb and gutter, milling, resurfacing, shoulder stone, and swale reshaping.
- Road Maintenance Associate Crane assisted with the June 15 Concert at the Izaak Walton Youth Center with Ice Cream vendor power supply, popcorn machine setup and takedown, and garbage removal.
- Facilities and Road Maintenance staff assisted with the set-up and take down for the June 16 Annual Veteran's Car Show. Facilities Associate Forkin and Road Maintenance Associate Crane worked at the event monitoring garbage and assisting where needed.
- Road Maintenance Associate Crane, Facilities Technician Enzenbacher, and Maintenance Associate Forkin completed take down and clean up of event on Saturday, June 17.
- Director Hanson attended the annual Townships Officials of Cook County Annual Conference.
- Road Associate Crane assisted with the June 28 Department of Emergency Services Chiefs Dinner.
- Director Hanson received the approved demolition permit for 1169 Robin Hood Dr. Director Hanson completed the scheduling of demolition company, well capping, septic tank removal, and sanitation services for July 5 start of demolition.

DEPARTMENT OF HUMAN SERVICES



Report for June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>General Assistance</i>				
General Assistance clients	9	8	26	24
General Assistance appointments	18	15	53	38
Emergency Assistance appointments	12	25	55	66
Emergency Assistance approved	1	7	4	12
Crisis intake clients	178	197	645	701
<i>Veterans' Services</i>				
Office Visits	10	N/A	33	N/A
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	0**	0	191**	121
Financial assistance applications*	2	1	14	1
<i>Food Pantry</i>				
Served (Households)	1,219	1,053	3,583	2,991
Unduplicated	183	293	1,025	815
New applications	36	46	121	95
Food Donations	40	83	130	205
<i>Community Center Walk-Ins</i>	98	180	445	502

* 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

- In June, Case Manager Corona completed three required Salvation Army training courses needed to certify so she will be able to assist residents with available programs.
- Director Imperato, Human Services Coordinator Orozco and Auxiliary staff Terrie Kuenker completed and passed CEDA Weatherization and PIPP Recertification training.
- Director Imperato met with the UNITE Cohort Group through the Northern Illinois Food Bank. The final meeting will be held in July and the final interview will be held in August. All grant monies have been received which were used to place kiosks and iPads at the Astor Avenue Community Center. The iPads have language translation, food pantry shopping lists and surveys for residents to complete regarding quality of service.
- Case Manager Corona met with the Hanover Park Police Social Worker Tricia Rossi to introduce herself and go over services provided by Human Services. In July, Case Manager Corona will meet with the Bartlett and Streamwood Police Social Workers.
- The new General Assistance Manager for Rich Township, Miya Lewis, met with Director Imperato to learn more about General Assistance and how to operate the program.
- The Northern Illinois Food Bank conducted the annual inspection of the food pantry and everything was found to be in accordance with requirements.
- The monthly Veterans group continues to grow. In June, 18 Veterans attended the movie and lunch in Downey Hall. In July group will go to Great Lakes Naval Base for a tour and lunch.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD

Report for June 2023

SERVICE PROVIDED	MAY 2023	MAY 2022	FYTD 2024	FYTD 2023
<i>Grant Funding</i>				
New clients	190	251	1,295	1,006
Ongoing clients	1,120	889	1,120	889
Closed cases	57	44	87	799
Prevention programming presentations	0	35	28	35
Number in audience	0	127	224	127
<i>TIDE</i>				
Participants	28	27	28	27
Rides	225	193	442	193

Department Highlights

- Manager Teachout attended the Ribbon Cutting of the Happy Hangout, a local retail store focused on Mental Health.
- Manager Teachout worked with local non-profit agencies to donate several items on the surplus list.
- Manager Teachout met with a representative from Gigi's Playhouse to discuss returning to Annual Funding.
- The Mental Health Board was represented at The Arc's Executive Conference and discussion on permanent supportive housing.
- Manager Teachout moderated a panel discussion at the Township Officials of Cook County Annual Conference.
- Manager Teachout met with a representative from Women on the Brink to discuss local data collection.
- Manager Teachout represented the Mental Health Board at Marklund's Nathan Education Center ribbon cutting.
- Manager Teachout provided information and instructions to members of the public, local case managers and organizations on how to apply for housing at Hanover Landing.
- Manager Teachout received an Emergency Funding Request and planned a special meeting of the Mental Health Board.
- Manager Teachout collaborated with Aging Services and Summit Early Learning Center to bring the preschool to the Senior Center in the winter.
- Manager Teachout continued participation in the Association of Community Mental Health Authorities of Illinois, the Elgin Human Services Council, and the Regional Advisory Council for the Community Emergency Services and Supports Act (CESSA).

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 June 2023

SERVICE PROVIDED	JUNE 2023	JUNE 2022	FYTD 2024	FYTD 2023
<i>Outreach & Prevention</i>				
Open Gym participants	693	348*	1,856	381
Open Gym participants (unduplicated)	147	30*	353	63
Alternative to Suspension referrals	2	4	159	151
Alternative to Suspension participants	55	42	555	533
Alternative to Suspension participants (unduplicated)	20	15	159	151
<i>Clinical</i>				
Therapy clients	133	315	859	1,389
Therapy clients (unduplicated)	45	108	186	389
New clients (unduplicated)	3	7	6	20
Clinical hours	133	258	847	973
Group session participants	0	0	205	248
<i>Tutoring Participants</i>				
Total	17	29	101	80
Unduplicated	8	10	50	43

*Includes Summer Camp participants.

Department Highlights

- Director Houdek and department staff conducted second round interviews on June 1 and 15 for the Family Therapist positions.
- Manager Dickinson participated in the virtual Chicago Metro Youth Council meeting on June 1.
- Director Houdek volunteered on June 1 for the Fiesta Del Sol Hanover Township Foundation fundraising event.
- Director Houdek met with Emily Fagan on June 6, a potential youth member, on the Committee on Youth.
- Director Houdek attended the Ribbon Cutting event on June 8 for the Happy Hangout in Bartlett.
- Director Houdek and Assistant Director of Clinical Services Pamphile met with Principal Sharma of Glenbrook Elementary School on June 13 to discuss partnership and possible services for the upcoming school year.
- Youth Program Assistants and Director Houdek staffed the concession stand at the Music in the Reserve concert series on June 15.
- Program Coordinator Melissa Enciso joined the Department of Youth and Family Services on June 20.
- Director Houdek, Assistant Director of Clinical Services Pamphile and Manager Dickinson met with Principal Arroyo of Parkwood Elementary School on June 21 to discuss programming for the fall.
- Director Houdek participated as a panelist for the Township Officials of Cook County (TOCC) Annual Conference on June 22 for the breakout session titled “Township Mental Health Service Delivery”.
- Youth and Family Services hosted the annual Garage Sale on June 23 and 24.

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 6/20/2023 - 7/17/2023

	<u>Total</u>
Total Town Fund	106,471.60
Total Senior Services Fund	59,395.31
Total General Assistance Fund	13,289.43
Total Road Maintenance Fund	181,402.74
Total Committee for Senior Citizens Services	339.34
Total Mental Health Board Fund	198,993.85
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	77,765.52
 Total All Funds	 <u><u>637,657.79</u></u>

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Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

June 20 through July 17, 2023

Type	Date	Num	Name	Memo	Amount
1103 · Aging Services - Revenue					
1103500 · Senior Programs					
Check	07/11/2023	152600	James and Linda Fatima	Program Refund	130.00
Total 1103500 · Senior Programs					130.00
Total 1103 · Aging Services - Revenue					130.00
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	07/11/2023	152578	Access 1 Source	Inv# 98350 Monthly base clock connection fee (2 clocks)	331.25
Check	07/14/2023	152792	ProxIT Technology Solutions	Inv #23717 Network Labor/Licensing July	10,939.20
Total 1014430 · Computer Equipment & Software					11,270.45
Total 101CAP · Capital Expenditures					11,270.45
101CHN · Community Health					
1014453 · Printing					
Check	06/27/2023	152417	COTG	Inv# 4532942 Copy Charges	10.44
Check	07/05/2023	152568	Braden Interact (Sr Ctr DD6308370301-1)	Inv #834848 Copy Charges LL	1.31
Check	07/12/2023	152743	Braden Interact (Sr Ctr DD6308370301-1)	Inv #869452 Copy Charges LL	1.81
Total 1014453 · Printing					13.56
1014456 · Community Affairs					
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental Soccer Kick	175.00
Total 1014456 · Community Affairs					175.00
1014457 · Furniture and Computer Equip					
Check	06/20/2023	152352	Leaf (379-002)	Inv# 14877885 Copier Lease Lower Level	59.49
Total 1014457 · Furniture and Computer Equip					59.49
1014459 · Professional Services					
Check	07/05/2023	152566	Quest Diagnostics	Inv# 9204887294 Client labs	184.90
Total 1014459 · Professional Services					184.90
1014461 · Miscellaneous					
Check	07/12/2023	152735	Bartlett Sports	Inv #6425 Staff Uniforms (3)	33.00
Total 1014461 · Miscellaneous					33.00
1014465 · Medical Supplies					
Check	06/20/2023	152353	McKesson Medical Surgical	Inv# 56434937 Glucose, Bandages, Gloves, Sharps	233.39
Check	07/11/2023	152602	McKesson Medical Surgical	Inv# 20824410 Petroleum Jelly, Antibiotic Ointment	89.72
Total 1014465 · Medical Supplies					323.11

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
1014491 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,143.28
Total 1014491 · Health Insurance					1,143.28
1014492 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	98.37
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	98.37
Total 1014492 · Dental, Vision & Life Insurance					212.64
Total 101CHN · Community Health					2,144.98
101CVA · Community Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	3.27
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	96.58
Total 1014614 · Printing					99.85
1014617 · Equipment & Furniture					
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	36.01
Total 1014617 · Equipment & Furniture					36.01
1014619 · Office Supplies					
Check	07/05/2023	152576	Staples	Inv #3540195520 Toner	35.44
Check	07/05/2023	152576	Staples	Inv #3538501280 Toner/Ink	542.70
Total 1014619 · Office Supplies					578.14
1014625 · Communications					
Check	07/05/2023	152542	Purchase Power Easy Permit Postage	Hanover Happenings Newsletter Mailing	8,475.13
Total 1014625 · Communications					8,475.13
1014627 · Community Affairs					
Check	06/27/2023	152405	Bartlett Sports	Inv# 6442 Intern Uniform	24.00
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental - The Vault	144.75
Total 1014627 · Community Affairs					168.75
1014631 · Community Festivals					
Check	07/11/2023	152598	Illinois Liquor Control Commission	Illinois Special Use Liquor License Application - Food Truck Festival 2023	150.00
Total 1014631 · Community Festivals					150.00
1014691 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	571.64

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Type	Date	Num	Name	Memo	Amount
Total 1014691 · Health Insurance					571.64
1014692 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	92.73
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	92.73
Total 1014692 · Dental, Vision & Life Insurance					196.06
Total 101CMA · Community Relations					10,275.58
Total 101CVA · Community Affairs					10,275.58
101ES · ES - Expenditures					
1014802 · Equipment					
Check	07/05/2023	152567	Air One Equipment, Inc.	Inv #195031 Incident Scene Identification	17.60
Total 1014802 · Equipment					17.60
1014803 · Uniforms					
Check	06/27/2023	152379	Ray O'herron Co., Inc.	Inv# 3158303 Cadet Badget	464.86
Check	07/05/2023	152575	Ray O'herron Co., Inc.	Inv #2279555 Uniform pants/belt	88.94
Check	07/05/2023	152575	Ray O'herron Co., Inc.	Inv #2279556 Uniform pants/belt	88.94
Check	07/12/2023	152748	Ray O'herron Co., Inc.	Inv #2280188 Uniform pants	56.95
Total 1014803 · Uniforms					699.69
1014804 · Printing					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	60.41
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	63.51
Check	07/11/2023	152612	Precise Printing Network, Inc.	Inv# 53982 Emergency Services Brochure	150.00
Total 1014804 · Printing					273.92
1014808 · Education & Training					
Check	06/27/2023	152371	Cooke, Brendan	EMR Class at ECC	402.00
Check	06/27/2023	152374	Leister, Cal	FAA Exam	56.24
Check	06/27/2023	152375	Luke, Justin	EMR Certification	56.00
Total 1014808 · Education & Training					514.24
1014813 · Vehicle Fuel & Maintenance					
Check	06/27/2023	152390	Village of Hanover Park (Fuel)	Inv# 2023-18012 May 2023 Fuel	1,059.51
Check	07/12/2023	152744	Carol Stream Lawn and Power	Inv #499947 Honda Generator 1 Preventative Maintenance	111.36
Check	07/12/2023	152744	Carol Stream Lawn and Power	Inv #499949 Honda Generator 2 Preventative Maintenance	110.76
Check	07/12/2023	152744	Carol Stream Lawn and Power	Inv #499948 Honda Generator 3 Preventative Maintenance	110.76
Total 1014813 · Vehicle Fuel & Maintenance					1,392.39
1014814 · Communications					
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	85.94

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Type	Date	Num	Name	Memo	Amount
Total 1014814 · Communications					85.94
1014891 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	983.23
Total 1014891 · Health Insurance					983.23
1014892 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	127.04
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	8.48
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	127.04
Total 1014892 · Dental, Vision & Life Insurance					262.56
101ES · ES - Expenditures - Other					
Check	07/05/2023	152576	Staples	Inv #3538501279 Toner	132.37
Total 101ES · ES - Expenditures - Other					132.37
Total 101ES · ES - Expenditures					4,361.94
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	07/05/2023	152541	Illinois Counties Risk Management Trust	Workers' Comp Audit Premium for Policy #P5-1000462-2122-01	6,796.00
Total 1014503 · General Insurance					6,796.00
Total 101ISE · Insurance & Employee Benefits					6,796.00
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0001-38231 Legal Fees	9,892.45
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0002-38089 Legal Fees	360.90
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0005-38137 Legal Fees	1,032.30
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0018-38138 Legal Fees	14,016.72
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0009-38091 Legal Fees	294.00
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0019-38139 Legal Fees	222.00
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0020-38140 Legal Fees	1,870.50
Total 1014502 · Legal Services					27,688.87
Total 101LEA · Legal & Auditing					27,688.87
101MAIN · Facilities Maintenance					
1014202 · Office Supplies					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	0.83
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	1.40
Total 1014202 · Office Supplies					2.23
1014210 · Building Maintenance - Town					
Check	07/11/2023	152601	Johnson Controls Security Solutions	Inv# 38950693 YFS Security Monitoring July-Sept	255.00

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Type	Date	Num	Name	Memo	Amount
Check	07/11/2023	152614	Sherwin-Williams	Inv# 1001-0 Paint for YFS Suite 200E	44.93
Check	07/11/2023	152614	Sherwin-Williams	Inv# 2057-1 Paint for YFS Suite 200A	38.95
Total 1014210 · Building Maintenance - Town					338.88
1014211 · Building Maintenance - Senior					
Check	07/11/2023	152581	A Plus Exhaust Hood and Duct Cleaning	Inv# 27240 Annual Kitchen Hood Cleaning	322.00
Total 1014211 · Building Maintenance - Senior					322.00
1014213 · Equipment Maintenance - Town					
Check	06/20/2023	152356	Johnson Controls Security Solutions	Inv# 38950706 Town Hall Fire Alarm Monitoring July-December	551.83
Total 1014213 · Equipment Maintenance - Town					551.83
1014218 · Vehicle Maintenance - Town					
Check	07/11/2023	152615	Suburban Tire Auto Care Centers	Inv# 533483 New Tires & Front End Work - Truck #324	2,353.74
Total 1014218 · Vehicle Maintenance - Town					2,353.74
1014219 · Vehicle Fuel - Town					
Check	06/27/2023	152390	Village of Hanover Park (Fuel)	Inv# 2023-18012 May 2023 Fuel	789.93
Total 1014219 · Vehicle Fuel - Town					789.93
1014220 · Seasonal Projects Assistance					
Check	07/12/2023	152750	Verify (XHANOV)	Inv #1538451 Background Checks	88.00
Total 1014220 · Seasonal Projects Assistance					88.00
1014221 · Cell Phone/Communications					
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	252.07
Total 1014221 · Cell Phone/Communications					252.07
1014225 · Grounds/Reserve Maintenance					
Check	06/20/2023	152358	Midwest Trading	Inv# I517462 Mulch for Main Campus	192.00
Total 1014225 · Grounds/Reserve Maintenance					192.00
1014291 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,979.93
Total 1014291 · Health Insurance					1,979.93
1014292 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	367.63
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	26.50
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	367.63
Total 1014292 · Dental, Vision & Life Insurance					761.76

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Type	Date	Num	Name	Memo	Amount
Total 101MAIN · Facilities Maintenance					7,632.37
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	06/27/2023	152369	AT&T 803	Acct# 630 Z99-0161 803 Monthly Charge 6/16-7/15	44.01
Check	07/11/2023	152584	Barr, James C	Quarterly Phone Reimbursement April - Jun	150.00
Total 1014402 · Telephone - Town					194.01
1014403 · Utilities - Town					
Check	07/11/2023	152605	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 5/17-6/15	174.57
Check	07/12/2023	152745	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charge/Supply Services 6/1-6/30	423.52
Check	07/14/2023	152790	Village of Bartlett	Acct 51470 Water/Sewer 6/14	185.56
Check	07/14/2023	152790	Village of Bartlett	Acct# 63818 Runzel Reserve Water/Sewer 6/14	31.50
Total 1014403 · Utilities - Town					815.15
1014416 · Equipment Rental - Town					
Check	07/05/2023	152573	Leaf (618-010)	Town Hall Main Copier Lease June	215.42
Check	07/05/2023	152573	Leaf (618-010)	Passport Copier Lease June	15.01
Check	07/11/2023	152587	Canteen Rfrsh Svc 05635/002/00002 Admin	Inv# ORD223375 Water Machine Rental 6/19-7/16	48.10
Check	07/11/2023	152611	Pitney Bowes Global Financial Services	Inv# 3106165795 Postage Machine Lease 4/30-6/29	486.99
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	36.01
Check	07/12/2023	152747	Leaf (618-010)	Town Hall Main Copier Lease July	215.42
Check	07/12/2023	152747	Leaf (618-010)	Passport Copier Lease July	15.01
Total 1014416 · Equipment Rental - Town					1,031.96
Total 101THE · Town Hall Expense					2,041.12
101TOE · Town Office Expense					
1014401 · Postage					
Check	07/05/2023	152542	Purchase Power Easy Permit Postage	Postage	1,521.23
Total 1014401 · Postage					1,521.23
1014404 · Office Supplies					
Check	07/05/2023	152576	Staples	Inv #3540195537 Town Hall Breakroom/Kitchen Supplies	381.69
Check	07/05/2023	152576	Staples	Inv #3540195536 Town Hall Breakroom Supplies	24.98
Check	07/05/2023	152576	Staples	Inv #3539111145 Pack of Letter Pads	17.83
Check	07/05/2023	152576	Staples	Inv #3538501278 Office Supplies	62.27
Check	07/05/2023	152576	Staples	Inv #3538501280 Computer Screen Cleaner	11.59
Check	07/05/2023	152576	Staples	Inv #3538501279 Printer Ink & Toner	462.92
Check	07/11/2023	152586	Canteen Rfrsh Svc 05635/002/00002 Admin	Inv# ORD210654 Town Hall Water Machine Filter (2)	190.00
Check	07/12/2023	152749	Staples	Inv #3540644119 Office supplies - highlighters	16.91
Check	07/14/2023	152787	Staples	Inv# 3541036043 Stapler/Highlighter/Folders	70.99
Total 1014404 · Office Supplies					1,239.18
1014406 · Printing					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	171.46

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Type	Date	Num	Name	Memo	Amount
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	188.47
Total 1014406 · Printing					359.93
1014412 · Travel Expenses					
Check	07/05/2023	152546	Matich, Hailey	Mileage Reimbursement June	64.58
Check	07/05/2023	152547	Imperato, Alexandra M	Mileage Reimbursement June	34.58
Check	07/11/2023	152622	Callahan, Suzanna M	Mileage Reimbursement June	31.83
Total 1014412 · Travel Expenses					130.99
1014414 · Memberships, Subs & Publication					
Check	07/11/2023	152585	Bartlett Rotary Club	Inv# 20 Rotary Dues Apr-June 2023 (J Barr)	195.00
Check	07/11/2023	152597	Illinois City County Management Assoc	ILCMA Membership Dues J.Barr	380.00
Check	07/11/2023	152599	Illinois Trustees Association	TOI Trustee Division Dues 2023	30.00
Total 1014414 · Memberships, Subs & Publication					605.00
1014424 · Education & Training					
Check	07/05/2023	152563	Township Officials of Illinois	2023 Springfield Day Registration (K. Dolan Baumer)	75.00
Total 1014424 · Education & Training					75.00
1014429 · Miscellaneous					
Check	07/05/2023	152572	Kwik Print	Inv #73641 Car Magnets	138.20
Check	07/11/2023	152585	Bartlett Rotary Club	Inv# 20 Rotary Dinner Registration (J Barr)	35.00
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental - The Vault	144.75
Total 1014429 · Miscellaneous					317.95
1014530 · Financial Administration					
Check	07/11/2023	152630	Governmental Accounting, Inc	Inv# 59526 Monthly Contract Billing July 2023	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014534 · Passport Services					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Front Desk Copier April 2023	75.60
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Front Desk Copier May 2023	24.30
Check	07/05/2023	152576	Staples	Inv #3539111145 Receipt Book, Stapler, Staples	79.42
Check	07/12/2023	152749	Staples	Inv #3540644119 Printer ink, toner, mailing labels	129.14
Total 1014534 · Passport Services					308.46
1014591 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	2,852.87
Total 1014591 · Health Insurance					2,852.87
1014592 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	379.38
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	71.68

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Type	Date	Num	Name	Memo	Amount
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	379.38
Total 1014592 · Dental, Vision & Life Insurance					830.44
1014596 · Ancilliary Benefits					
Check	07/05/2023	152565	Lincoln Financial	Semi-annual employer 457b contribution per employment agreement	4,500.00
Total 1014596 · Ancilliary Benefits					4,500.00
Total 101TOE · Town Office Expense					18,141.05
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	5.97
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	8.45
Check	07/14/2023	152787	Staples	Inv# 3541036044 Letter Tray/Stapler/Pens	243.26
Total 1044405 · Office Supplies					257.68
1044413 · Travel Expense					
Check	06/28/2023	152539	Cedillo, Jeanette	Mileage Reimbursement June	345.68
Check	07/05/2023	152544	Silverstein, Simeren	Mileage Reimbursement June	95.47
Total 1044413 · Travel Expense					441.15
1044419 · Training					
Check	07/05/2023	152544	Silverstein, Simeren	Tax Policy Class Fee	50.00
Check	07/05/2023	152545	Silverstein, Simeren	Employee Retirement Supplies	147.47
Total 1044419 · Training					197.47
1044491 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	2,869.64
Total 1044491 · Health Insurance					2,869.64
1044492 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	168.73
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	19.08
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	168.73
Total 1044492 · Dental, Vision & Life Insurance					356.54
Total 104ASR · Assessor's Division					4,122.48
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094617 · Equipment Maintenance					
Check	07/05/2023	152573	Leaf (618-010)	Youth and Family Main Copier Lease June	164.02
Check	07/12/2023	152747	Leaf (618-010)	Youth and Family Main Copier Lease July	164.02

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Type	Date	Num	Name	Memo	Amount
Total 1094617 · Equipment Maintenance					328.04
1094620 · Community Affairs					
Check	06/27/2023	152381	Roehr, Danielle	Music in the Reserve Ice	17.91
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental Carnival Game	395.00
Total 1094620 · Community Affairs					412.91
1094621 · Recruitment and Pre Employment					
Check	06/20/2023	152365	Verify (XHANOV)	Inv# 1531988 Background checks	44.00
Check	07/12/2023	152750	Verify (XHANOV)	Inv #1538451 YFS Background Checks	72.00
Check	07/14/2023	152788	Verify (XHANYF)	Inv# 1538452 Background Checks	18.00
Total 1094621 · Recruitment and Pre Employment					134.00
1094623 · Travel					
Check	06/28/2023	152540	Herrera, Marina	Mileage June	13.10
Check	07/11/2023	152596	Houdek, Tina M	Mileage April	26.72
Check	07/11/2023	152596	Houdek, Tina M	Mileage May	59.47
Check	07/11/2023	152596	Houdek, Tina M	Mileage June	55.54
Total 1094623 · Travel					154.83
1094624 · Client Mgmt Software					
Check	06/20/2023	152351	Kenneth Young Center	Inv# T012491 CIS Maintenance Support June	300.00
Check	07/14/2023	152773	Kenneth Young Center	CIS Maintenance Support	300.00
Total 1094624 · Client Mgmt Software					600.00
1094626 · Equipment & Furniture					
Check	07/11/2023	152596	Houdek, Tina M	Phone Reimbursement Apr-Jun	120.00
Total 1094626 · Equipment & Furniture					120.00
1094691 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	3,997.21
Total 1094691 · Health Insurance					3,997.21
1094692 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	633.30
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	595.79
Total 1094692 · Dental, Vision & Life Insurance					1,229.09
Total 109ADM · Administration & Clinical					6,976.08
109OUT · Outreach & Prevention					
1094644 · Travel					
Check	07/14/2023	152772	Konzal, Tessa	Mileage Reimbursement June	86.46

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Type	Date	Num	Name	Memo	Amount
			Total 1094644 · Travel		86.46
			1094651 · Cellphones		
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	196.24
			Total 1094651 · Cellphones		196.24
			1094791 · Health Insurance		
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	3,640.84
			Total 1094791 · Health Insurance		3,640.84
			1094792 · Dental, Vision & Life Insurance		
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	527.19
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	42.76
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	527.19
			Total 1094792 · Dental, Vision & Life Insurance		1,097.14
			Total 109OUT · Outreach & Prevention		5,020.68
			Total 109YFS · Youth & Family Services		11,996.76
			Total 1014 · Town Fund - Expenditures		106,471.60
			1104 · Aging Services - Expenditures		
			1104ADM · Administration		
			1104524 · Utilities		
Check	07/11/2023	152606	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 5/25-6/25	1,019.60
Check	07/14/2023	152790	Village of Bartlett	Acct# 62447 Water/Sewer 6/14	241.68
			Total 1104524 · Utilities		1,261.28
			1104525 · Telephone & High Speed Internet		
Check	07/11/2023	152619	Verizon Wireless (00002)	Acct 742025529-002 Monthly Charges June 2023	84.35
			Total 1104525 · Telephone & High Speed Internet		84.35
			1104527 · Equipment		
Check	06/20/2023	152352	Leaf (379-002)	Inv# 14877885 LL Copier Lease	59.50
Check	06/20/2023	152354	Wells Fargo Financial Leasing Inc	Inv# 5025443813 Main Copier Lease 6/2-7/1	289.85
			Total 1104527 · Equipment		349.35
			1104528 · Office Supplies		
Check	07/11/2023	152579	Accurate Office Supply Co	Inv# 595785 Copy Paper, Folders	201.83
Check	07/11/2023	152579	Accurate Office Supply Co	Inv# 596750 Paper, Labels, Pouch	283.27
			Total 1104528 · Office Supplies		485.10
			1104533 · Printing		
Check	06/27/2023	152417	COTG	Inv# 4532942 Copy Charges June	268.90

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Type	Date	Num	Name	Memo	Amount
Check	07/05/2023	152568	Braden Interact (Sr Ctr DD6308370301-1)	Inv #834848 Copy Charges LL	19.05
Check	07/11/2023	152593	COTG	Inv# 4547740 Copy Charges July	55.52
Check	07/12/2023	152743	Braden Interact (Sr Ctr DD6308370301-1)	Inv #869452 Copy Charges LL	20.62
Total 1104533 · Printing					364.09
1104534 · Dues, Subs, & Publications					
Check	07/11/2023	152621	Xavus Solutions LLC	Inv# 22086 MySeniorCenter License	1,900.00
Total 1104534 · Dues, Subs, & Publications					1,900.00
1104538 · Community Affairs					
Check	07/11/2023	152610	Pier Laundry	Inv #2494 Fiesta Del Sol Tablecloths	84.05
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental Axe Throwing	450.00
Total 1104538 · Community Affairs					534.05
1104542 · Senior Home Care Pilot Program					
Check	06/20/2023	152365	Verify (XHANOV)	Inv# 1531988 Background checks	36.00
Check	06/27/2023	152376	Mitchell, Sarec (v)	Mileage Reimbursement May/June	33.14
Check	06/27/2023	152418	Gante, Joann	Mileage Reimbursement May/June	22.27
Total 1104542 · Senior Home Care Pilot Program					91.41
1104591 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	4,095.80
Total 1104591 · Health Insurance					4,095.80
1104592 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	181.49
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	33.20
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	181.49
Total 1104592 · Dental, Vision & Life Insurance					396.18
Total 1104ADM · Administration					9,561.61
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	06/20/2023	152349	Get Fresh Produce, Inc	Congregate Food	664.03
Check	06/20/2023	152350	Gordon Food Service	Cafe Food	1,330.81
Check	06/20/2023	152355	Gordon Food Service	Cafe Food	913.62
Check	06/20/2023	152360	Get Fresh Produce, Inc	Congregate Food	11.93
Check	06/27/2023	152372	Get Fresh Produce, Inc	Congregate Food	217.44
Check	06/27/2023	152419	Get Fresh Produce, Inc	Congregate Food	390.14
Check	06/27/2023	152420	Gordon Food Service	Cafe Food	1,459.43
Check	07/11/2023	152594	Get Fresh Produce, Inc	Congregate Food	1,332.99
Check	07/11/2023	152629	Gordon Food Service	Cafe Food	2,534.51
Check	07/11/2023	152609	Perri {1}, Marilyn	Congregate Food	43.90

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Total 1105551 · Congregate Food					8,898.80
1105553 · Congregate Supplies					
Check	06/20/2023	152349	Get Fresh Produce, Inc	Congregate Supplies	134.26
Check	06/20/2023	152350	Gordon Food Service	Cafe Supplies	111.78
Check	06/20/2023	152355	Gordon Food Service	Cafe Supplies	194.97
Check	06/20/2023	152360	Get Fresh Produce, Inc	Congregate Supplies	6.40
Check	06/27/2023	152372	Get Fresh Produce, Inc	Congregate Supplies	15.30
Check	06/27/2023	152419	Get Fresh Produce, Inc	Congregate Supplies	85.63
Check	06/27/2023	152420	Gordon Food Service	Cafe Supplies	95.47
Check	07/11/2023	152594	Get Fresh Produce, Inc	Congregate Supplies	163.03
Check	07/11/2023	152629	Gordon Food Service	Cafe Supplies	192.90
Check	07/11/2023	152610	Pier Laundry	Inv# 2494 Dish Towels	1.35
Total 1105553 · Congregate Supplies					1,001.09
1105558 · Home Delivered Meals Food					
Check	06/20/2023	152349	Get Fresh Produce, Inc	HDM Food	664.02
Check	06/20/2023	152350	Gordon Food Service	HDM Food	1,330.79
Check	06/20/2023	152355	Gordon Food Service	HDM Food	913.63
Check	06/20/2023	152360	Get Fresh Produce, Inc	HDM Food	11.93
Check	06/27/2023	152372	Get Fresh Produce, Inc	HDM Food	217.43
Check	06/27/2023	152419	Get Fresh Produce, Inc	HDM Food	390.12
Check	06/27/2023	152420	Gordon Food Service	HDM Food	1,459.42
Check	07/11/2023	152594	Get Fresh Produce, Inc	HDM Food	1,332.94
Check	07/11/2023	152629	Gordon Food Service	HDM Food	2,534.50
Check	07/11/2023	152609	Perri {1}, Marilyn	HDM Food	43.91
Check	07/11/2023	152613	Pur Foods LLC dba Mom's Meals	Inv# MM06302023-HT Special Dietary Meals	3,296.36
Total 1105558 · Home Delivered Meals Food					12,195.05
1105560 · Home Delivered Meals Supplies					
Check	06/20/2023	152349	Get Fresh Produce, Inc	HDM Supplies	134.24
Check	06/20/2023	152350	Gordon Food Service	HDM Supplies	111.77
Check	06/20/2023	152355	Gordon Food Service	HDM Supplies	194.97
Check	06/27/2023	152372	Get Fresh Produce, Inc	HDM Supplies	15.30
Check	06/27/2023	152419	Get Fresh Produce, Inc	HDM Supplies	85.62
Check	06/27/2023	152420	Gordon Food Service	HDM Supplies	95.46
Check	07/11/2023	152594	Get Fresh Produce, Inc	HDM Supplies	163.02
Check	07/11/2023	152629	Gordon Food Service	HDM Supplies	192.89
Check	07/11/2023	152610	Pier Laundry	Inv# 2494 Dish Towels	1.35
Total 1105560 · Home Delivered Meals Supplies					994.62
1105792 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	43.54
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	5.30
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	43.54

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Type	Date	Num	Name	Memo	Amount
Total 1105792 · Dental, Vision & Life Insurance					92.38
Total 1104NUT · Nutrition					23,181.94
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	06/20/2023	152349	Get Fresh Produce, Inc	Program Supplies	27.90
Check	06/27/2023	152383	Very Smart People LLC	Instruction Program - Google Docs and Drive Tech 7/21/23	200.00
Check	06/27/2023	152384	Very Smart People LLC	Instruction Program - Google Docs and Drive Tech 8/18/23	200.00
Check	06/27/2023	152385	Vicki Boyle	Instruction for Meditation for Well-Being July/Aug	90.00
Check	07/05/2023	152557	Yvonne Preston	Instruction for Senior Stretch and Flex class July-August FY24	200.00
Check	07/05/2023	152558	James Murrell	Instruction for Computers Made Easy July-August FY24	200.00
Check	07/05/2023	152559	Giuseppa Bartolomeo	Payment for Chef Pina class on 6/28/23	55.93
Check	07/11/2023	152579	Accurate Office Supply Co	Inv# 595785 Water, Tea	32.28
Check	07/11/2023	152579	Accurate Office Supply Co	Inv# 596750 Water	31.68
Check	07/11/2023	152629	Gordon Food Service	Programming Refreshments	169.77
Check	07/14/2023	152774	Vicki Boyle	Instruction for Meditation for Well-Being Sept/Oct	30.00
Check	07/14/2023	152774	Vicki Boyle	Instruction for Meditation for Well-Being Sept/Oct	30.00
Check	07/14/2023	152775	Yvonne Preston	Exercise Class Sept/Oct	225.00
Check	07/14/2023	152776	Cynthia Sutherland	Tai Chi Instructor Sept/Oct 2023	315.00
Check	07/14/2023	152777	Dance Alternatives, Inc. (Janet Kruse)	Line Dance Classes Sept/Oct 2023	420.00
Check	07/14/2023	152778	Cesar Grimaldo	French/Spanish Instruction Sept/Oct2023	375.00
Check	07/14/2023	152779	Very Smart People LLC	Instruction Program - Instagram Class 9-29-23	200.00
Check	07/14/2023	152780	James Murrell	Instruction for Computers Made Easy Sept/Oct	150.00
Total 1104515 · Programming					2,952.56
1104520 · Volunteer Services					
Check	06/27/2023	152373	Larry Piemonte	Home Delivered Meals Mileage Reimbursement May	30.46
Check	06/27/2023	152386	Robert Martin	Home Delivered Meals Mileage Reimbursement May	11.79
Check	07/05/2023	152548	William Nagle	Home Delivered Meals Mileage Reimbursement April-June 2023	201.47
Check	07/05/2023	152549	Christina Gozdecki	Home Delivered Meals Mileage Reimbursement April-June 2023	155.24
Check	07/05/2023	152550	Lynn Marinelli	Home Delivered Meals Mileage Reimbursement June 2023	36.68
Check	07/05/2023	152551	Dorothy Ferrer	Home Delivered meals Mileage Reimbursement April-June 2023	152.94
Check	07/05/2023	152552	Edward G. Baus	Home Delivered Meals Mileage Reimbursement June 2023	58.30
Check	07/05/2023	152553	Lara, Jennifer	Home Delivered Meals Mileage Reimbursement June 2023	15.07
Check	07/05/2023	152554	Wayne Ruttenburg	Home Deliveres Meals Mileage Reimbursement June 2023	96.94
Check	07/05/2023	152555	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement June 2023	74.02
Check	07/05/2023	152556	Charles Valerio	Home Delivered Meals Mileage Reimbursement June 2023	28.10
Check	07/11/2023	152617	Verify (XHTSSE)	Inv# 1538466 Background Checks	44.00
Check	07/11/2023	152624	Bill Schmidt	Home Delivered Meals Mllege Reimbursement Jan-June	186.88
Check	07/11/2023	152625	James Lemonides	Home Delivered Meals Mileage Reimbursement June	58.36
Check	07/11/2023	152626	Mark Buthman	Home Delivered Meals Mileage Reimbursement April-June	136.24
Check	07/11/2023	152627	Maureen Howard	Home Delivered Meals Mileage Reimbursement June	50.30
Check	07/11/2023	152628	Randy Teesdale	Home Delivered Meals Mileage Reimbursement Apr-June	155.89
Check	07/14/2023	152781	Lara, Jennifer	Home Delivered Meals Mileage Reimbursement July 2023	12.97
Check	07/14/2023	152782	Valerie Jachowske	Home Delivered Meals Mileage Reimbursement April-July	112.01
Check	07/14/2023	152783	Lori Knaub	Home Delivered Meals Mileage Reimbursement April-June	142.99

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Type	Date	Num	Name	Memo	Amount
Total 1104520 · Volunteer Services					1,760.65
1104526 · Senior Newsletter					
Check	06/27/2023	152382	USPS	Club 59 Newsletter Postage Sept/Oct	2,177.55
Total 1104526 · Senior Newsletter					2,177.55
1104532 · Visual Arts					
Check	07/05/2023	152543	Krall, Mimi	Art Class Supplies Reimbursement	56.54
Check	07/11/2023	152583	Blick Art Materials	Inv# 1016749 Art Supplies	174.27
Total 1104532 · Visual Arts					230.81
1104891 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	4,051.51
Total 1104891 · Health Insurance					4,051.51
1104892 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	316.39
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	15.90
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	316.39
Total 1104892 · Dental, Vision & Life Insurance					648.68
Total 1104PRO · Enrichment Programs					11,821.76
1104SOC · Social Services					
1104991 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	2,245.15
Total 1104991 · Health Insurance					2,245.15
1104992 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	120.83
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	120.83
Total 1104992 · Dental, Vision & Life Insurance					252.26
Total 1104SOC · Social Services					2,497.41
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	07/05/2023	152574	Pace	Inv# 622214 Bus Lease	100.00
Check	07/05/2023	152574	Pace	Inv# 622222 Bus Lease	100.00
Check	07/14/2023	152789	Ultimate Spray-N-Wash Inc	Inv# 40375 Bus Washes 8	440.00
Total 1104518 · Vehicle Maintenance					640.00
1104547 · Dispatch Software					

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Type	Date	Num	Name	Memo	Amount
Check	07/11/2023	152616	Unified Dispatch	Inv# 3205942 Quarterly Call System Support/Maintenance	1,650.00
Total 1104547 · Dispatch Software					1,650.00
1104550 · Telephone					
Check	07/11/2023	152618	Verizon Wireless	Inv# 9937574626 Monthly Charges 5/19-6/18	444.08
Total 1104550 · Telephone					444.08
1104552 · Fuel					
Check	06/27/2023	152390	Village of Hanover Park (Fuel)	Inv# 2023-18012 May 2023 Fuel	3,776.04
Total 1104552 · Fuel					3,776.04
1104691 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	4,487.00
Total 1104691 · Health Insurance					4,487.00
1104692 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	591.78
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	21.91
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	591.78
Total 1104692 · Dental, Vision & Life Insurance					1,205.47
Total 1104TRN · Transportation					12,202.59
Total 1104 · Aging Services - Expenditures					59,265.31
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	06/20/2023	152364	Staples	Inv# 3538024298 Copy Paper, Organizer	54.63
Check	06/20/2023	152364	Staples	Inv# 3538501281 Toner	189.94
Check	06/20/2023	152364	Staples	Inv# 3539111144 Copy Paper	88.98
Total 2024202 · Office Supplies					333.55
2024204 · Equipment					
Check	06/20/2023	152363	Quench USA, Inc.	Inv# 5766571 Water Machine Rental 5/4-6/3	44.32
Check	06/20/2023	152363	Quench USA, Inc.	Inv# 5900011 Water Machine Rental 6/4-7/3	44.32
Check	06/20/2023	152364	Staples	Inv# 3539111140 Tables 8	649.96
Check	07/05/2023	152573	Leaf (618-010)	Astor Copier Lease June	164.02
Check	07/12/2023	152747	Leaf (618-010)	Astor Copier Lease July	164.02
Total 2024204 · Equipment					1,066.64
2024210 · Printing					
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Astor Avenue April-May 2023	307.49

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Type	Date	Num	Name	Memo	Amount
Total 2024210 · Printing					307.49
2024213 · Community Affairs					
Check	06/20/2023	152362	Kwik Print	Inv# 73582 Car Magnets	138.20
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental 1st Down Football	225.00
Total 2024213 · Community Affairs					363.20
2024507 · Professional Services					
Check	06/20/2023	152365	Verify (XHANOV)	Inv# 1531988 Background checks	18.00
Total 2024507 · Professional Services					18.00
2024510 · Miscellaneous					
Check	07/14/2023	152784	Bartlett Sports	Inv# 6451 Intern Uniform	40.00
Total 2024510 · Miscellaneous					40.00
2024511 · Phone and Internet					
Check	07/05/2023	152569	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 6/25-7/24	250.74
Total 2024511 · Phone and Internet					250.74
2024591 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,245.15
Total 2024591 · Health Insurance					1,245.15
2024592 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	127.16
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	127.16
Total 2024592 · Dental, Vision & Life Insurance					264.92
Total 2024ADM · Administration					3,889.69
2024HOM · Home Relief					
2024102 · Rent					
Check	06/28/2023	6307	Nature Homes of the Meadows HOA	July 2023 Rent	275.00
Check	06/28/2023	6308	State Farm Del Vassey	Insurance Assistance	104.32
Check	06/28/2023	6309	Shellpoint	July Rent 2023	520.75
Check	06/28/2023	6310	3A's Property	July 2023 Rent	975.00
Check	06/28/2023	6313	Spring Lakes Estates	July 2023 Rent	685.00
Check	06/28/2023	6314	Loancare	July 2023 Rent	975.00
Check	06/28/2023	6315	Ruth Elders	July 2023 Rent	450.00
Check	06/28/2023	6316	Valerie Woodcock	July 2023 Rent	210.00
Check	06/28/2023	6317	Spring Lakes Estates	July 2023 Rent	765.00
Check	06/28/2023	6318	Michelle Breen	July 2023 Rent	650.00
Check	06/28/2023	6320	Ruth Elders	June 2023 Rent - Prorated	162.50

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Type	Date	Num	Name	Memo	Amount
Total 2024102 · Rent					5,772.57
2024103 · Utilities					
Check	06/28/2023	6311	Com Ed GA Home Relief	Utilities Assistance	67.47
Check	06/28/2023	6312	NICOR GA Home Relief	Utilities Assistance	50.99
Check	06/28/2023	6319	Com Ed GA Home Relief	Utilities Assistance	97.17
Check	07/14/2023	6325	Village of Hanover Park	Utiliites Assistance	200.86
Total 2024103 · Utilities					416.49
2024105 · Personal Essentials					
Check	06/28/2023	6321	Walmart	Personal Essentials (4)	600.00
Check	07/11/2023	6324	Walmart	Personal Essentials	150.00
Total 2024105 · Personal Essentials					750.00
2024106 · Travel Expenses					
Check	06/28/2023	6308	State Farm Del Vassey	Auto Insurance Assistance	74.93
Check	07/11/2023	6322	BP Gas Station	Fuel Assistance	50.00
Check	07/11/2023	6323	State Farm Salah, Neal	Auto Insurance Assistance	29.87
Total 2024106 · Travel Expenses					154.80
Total 2024HOM · Home Relief					7,093.86
202PAN · Pantry					
1014161 · Utilities					
Check	06/20/2023	152366	Village of Hanover Park	Acct 3940-001 Water/Sewer 5/26	61.35
Check	07/11/2023	152589	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 6/2-7/3	703.74
Check	07/11/2023	152607	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 5/16-6/14	54.12
Check	07/11/2023	152620	Village of Hanover Park	Acct 3940-001 Water/Sewer 6/26	43.84
Total 1014161 · Utilities					863.05
1014191 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,200.44
Total 1014191 · Health Insurance					1,200.44
1014192 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	114.22
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	114.22
Total 1014192 · Dental, Vision & Life Insurance					242.39
Total 202PAN · Pantry					2,305.88
Total 2024 · Human Services - Expenditures					13,289.43
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					

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Type	Date	Num	Name	Memo	Amount
3034701 · Legal					
Check	07/14/2023	152795	Airdo Werwas LLC	Inv #190-0007-38090 Legal Fees	252.00
Total 3034701 · Legal					252.00
3034704 · Telephone					
Check	07/11/2023	152582	AT&T 152	Inv# 84717527306 Monthly Line 5/23-6/22	111.28
Check	07/11/2023	152582	AT&T 152	Inv# 84717527305 Monthly Line 4/23-5/22	54.79
Total 3034704 · Telephone					166.07
3034711 · Utilities					
Check	06/27/2023	152377	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 5/17-6/15	75.24
Check	06/27/2023	152378	Nicor 91	Monthly Charges 5/17-6/15	29.78
Check	07/11/2023	152590	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 6/1-6/30	219.69
Check	07/11/2023	152592	Com Ed 039	Acct# 7826007039 Monthly Charges 6/1-6/30	185.13
Total 3034711 · Utilities					509.84
3034713 · Recruitment					
Check	06/20/2023	152365	Verify (XHANOV)	Inv# 1531988 Background checks	88.00
Total 3034713 · Recruitment					88.00
3034791 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,143.28
Total 3034791 · Health Insurance					1,143.28
3034792 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	92.73
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	10.60
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	92.73
Total 3034792 · Dental, Vision & Life Insurance					196.06
Total 3034ADM · Administration					2,355.25
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	06/20/2023	152357	Menards - Hanover Park	Inv# 6467 Parkway Tree Replacement 2023 Birkshire Dr	89.99
Check	06/20/2023	152357	Menards - Hanover Park	Inv# 6257 Credit	-34.90
Check	07/11/2023	152580	Alta Equipment Company	Inv# SP4/70563 Concrete Saw Blade & 2 Stage Oil	142.19
Check	07/11/2023	152608	O'Reilly Auto Parts	Inv# 3421-365838 Battery for Scag Zero Turn Mower	45.35
Total 3034602 · Operating Supplies & Materials					242.63
3034603 · Fuel					
Check	06/27/2023	152390	Village of Hanover Park (Fuel)	Inv# 2023-18012 May 2023 Fuel	933.18
Total 3034603 · Fuel					933.18

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Type	Date	Num	Name	Memo	Amount
3034606 · Engineering					
Check	06/27/2023	152388	Commercial Funding Inc.	Inv# 6 May Progress Payment 2023 Road Resurfacing Engineering	9,203.49
Total 3034606 · Engineering					9,203.49
3034607 · Contract Work					
Check	06/27/2023	152387	Chicagoland Paving	2023 Road Resurfacing Project	168,512.37
Total 3034607 · Contract Work					168,512.37
3034610 · Street Lighting					
Check	07/11/2023	152588	Com Ed 051	Acct# 5619024051 Monthly Charges 5/26-6/27	43.45
Check	07/11/2023	152591	Com Ed 076	Acct# 7742763076 Monthly Charges 6/1-6/30	87.37
Total 3034610 · Street Lighting					130.82
3034614 · Signs, Stripping & Tree Removal					
Check	06/20/2023	152359	Traffic Control & Protection Inc	Inv# 115058 Sign for Bellingham	25.00
Total 3034614 · Signs, Stripping & Tree Removal					25.00
Total 3034ROD · Road Maintenance					179,047.49
Total 3034 · Road Maintenance - Expenditures					181,402.74
4045 · Comm/SR Citizens Svcs - Expense					
4045105 · Soda/Snack Vending					
Check	07/11/2023	152623	Conway, Megan A	Vending Machine Supplies	77.34
Total 4045105 · Soda/Snack Vending					77.34
4045135 · Bingo Expense					
Check	07/05/2023	152564	Illinois Department of Revenue	Bingo Taxes Jan-Mar 2023	262.00
Total 4045135 · Bingo Expense					262.00
Total 4045 · Comm/SR Citizens Svcs - Expense					339.34
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054002 · Legal					
Check	07/12/2023	152737	Airdo Werwas LLC	Inv #237-0001-38093 Legal Fees	378.00
Total 5054002 · Legal					378.00
5054012 · Office Supplies					
Check	07/12/2023	152741	Staples	Inv #3540195535 Avery tickets with stubs	43.80
Total 5054012 · Office Supplies					43.80
5054014 · Equip / Database					

Hanover Township Board Audit Report

June 20 through July 17, 2023

Type	Date	Num	Name	Memo	Amount
Check	07/12/2023	152742	DreamCo Design	Inv #27944 Annual Website Hosting	1,199.40
Total 5054014 · Equip / Database					1,199.40
5054537 · Community Relations					
Check	07/12/2023	152734	The Fun Ones	Special Event Game Rental Inflatable Plinko	195.00
Total 5054537 · Community Relations					195.00
5054541 · Printing					
Check	07/05/2023	152570	Elite Document Solutions	Inv #8434 Admin Copier April 2023	6.09
Check	07/05/2023	152571	Elite Document Solutions	Inv #8504 Admin Copier May 2023	19.85
Total 5054541 · Printing					25.94
5054591 · Health Insurance					
Check	07/12/2023	152751	United Healthcare	Monthly Medical Premiums August	1,726.36
Total 5054591 · Health Insurance					1,726.36
5054592 · Dental, Vision & Life Insurance					
Check	07/05/2023	152560	Euclid Managers	Acct 5641581 Monthly Premium June	171.73
Check	07/05/2023	152561	Vision Service Plan	Acct# 30070457 Monthly Premium	13.95
Check	07/12/2023	152736	Euclid Managers	Acct 5641581 Monthly Premium July	171.73
Total 5054592 · Dental, Vision & Life Insurance					357.41
Total 5054ADM · Administration					3,925.91
5054SVC · Service Contracts					
5054100 · CAC CASI					
Check	06/27/2023	152409	Childrens Advocacy Ctr of Nwst Co County	Contracted Services FY24 Q2	5,000.00
Total 5054100 · CAC CASI					5,000.00
5054103 · CAC Safe from the Start					
Check	06/27/2023	152409	Childrens Advocacy Ctr of Nwst Co County	Contracted Services FY24 Q2	5,250.00
Total 5054103 · CAC Safe from the Start					5,250.00
5054104 · CCC Domestic Violence Shelter					
Check	06/27/2023	152410	Community Crisis Center	Domestic Violence Shelter FY24 Q2	5,600.00
Total 5054104 · CCC Domestic Violence Shelter					5,600.00
5054105 · CCC Domestic Violence Counsel					
Check	06/27/2023	152410	Community Crisis Center	Domestic Violence Counsel FY24 Q2	10,000.00
Total 5054105 · CCC Domestic Violence Counsel					10,000.00
5054108 · Aid Supportive Employment					

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	06/27/2023	152407	Association for Individual Development	Contracted Services FY24 Q2	10,250.00
			Total 5054108 · Aid Supportive Employment		10,250.00
			5054109 · Aid Case Management		
Check	06/27/2023	152393	Association for Individual Development	Contracted Services FY24 Q2	2,000.00
			Total 5054109 · Aid Case Management		2,000.00
			5054113 · Clearbrook Day Services		
Check	06/27/2023	152391	Clearbrook	Contracted Services FY24 Q2	2,375.00
			Total 5054113 · Clearbrook Day Services		2,375.00
			5054123 · Easter Seals		
Check	06/27/2023	152411	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Support May 2023	9,128.25
			Total 5054123 · Easter Seals		9,128.25
			5054130 · Northwest Casa		
Check	06/27/2023	152401	Northwest CASA	Sexual Violence Intervention May 2023	1,619.23
			Total 5054130 · Northwest Casa		1,619.23
			5054131 · AID Transportation		
Check	07/12/2023	152740	Hanover Township	AID Program June 2023	2,708.00
			Total 5054131 · AID Transportation		2,708.00
			5054132 · Ecker Therapy Services		
Check	06/27/2023	152412	Ecker Center for Behavioral Health	Contracted Therapy Services FY24 Q2	22,500.00
			Total 5054132 · Ecker Therapy Services		22,500.00
			5054133 · Ecker PEP		
Check	06/27/2023	152395	Ecker Center for Behavioral Health	Contracted Crisis Services FY24 Q2	4,500.00
			Total 5054133 · Ecker PEP		4,500.00
			5054135 · Ecker Center Substance		
Check	06/27/2023	152412	Ecker Center for Behavioral Health	Contracted Substance Use Services FY24 Q2	16,250.00
			Total 5054135 · Ecker Center Substance		16,250.00
			5054138 · Contract Support Services		
Check	07/14/2023	152794	Ecker Center for Behavioral Health	Parking Lot Repair	20,000.00
			Total 5054138 · Contract Support Services		20,000.00
			5054142 · Centro De Informacion		
Check	06/27/2023	152408	Centro de Informacion	Family Centered Mental Health Services FY24 Q2	8,125.00

Hanover Township Board Audit Report

June 20 through July 17, 2023

Type	Date	Num	Name	Memo	Amount
			Total 5054142 · Centro De Informacion		8,125.00
			5054148 · FSA Therapy Services		
Check	06/27/2023	152413	Family Svc Assoc of Greater Elgin Area	Contracted Therapy Services FY24 Q2	10,875.00
			Total 5054148 · FSA Therapy Services		10,875.00
			5054158 · Summitt Center		
Check	06/27/2023	152404	Summit School Early Learning Center	Early Learning Center Funding FY24 Q2	3,750.00
			Total 5054158 · Summitt Center		3,750.00
			5054165 · Amita Alexian		
Check	07/12/2023	152738	Alexian Bros Center Mental Health (MHB)	Therapy and Psych May 2023	2,534.68
Check	07/12/2023	152739	Alexian Bros Center Mental Health (MHB)	Therapy and Psych June 2023	3,427.78
			Total 5054165 · Amita Alexian		5,962.46
			5054166 · PADS of Elgin		
Check	06/27/2023	152416	PADS of Elgin	Contracted Case Management Services FY24 Q2	9,375.00
			Total 5054166 · PADS of Elgin		9,375.00
			5054185 · Little City Foundation		
Check	06/27/2023	152400	Little City Foundation	Developmental Disability Services FY24 Q2	1,300.00
			Total 5054185 · Little City Foundation		1,300.00
			5054190 · Maryville Academy		
Check	06/27/2023	152415	Maryville Academy	Contracted Therapy Services FY24 Q2	5,000.00
			Total 5054190 · Maryville Academy		5,000.00
			5054200 · Kenneth Young Center - SASS		
Check	06/27/2023	152399	Kenneth Young Center	Contracted Therapy Services FY24 Q2	1,250.00
			Total 5054200 · Kenneth Young Center - SASS		1,250.00
			5054203 · Clearbrook - Residential		
Check	06/27/2023	152391	Clearbrook	Residential Services FY24 Q2	2,750.00
			Total 5054203 · Clearbrook - Residential		2,750.00
			5054207 · Girl Scouts of N. IL - Outreach		
Check	06/27/2023	152398	Girl Scouts of Northern Illinois	Low Income Leadership Services FY24 Q2	3,500.00
			Total 5054207 · Girl Scouts of N. IL - Outreach		3,500.00
			5054223 · Marklund		
Check	06/27/2023	152414	Marklund Children's Home	Contracted Disability Services FY24 Q2	6,250.00
			Total 5054223 · Marklund		6,250.00

Hanover Township Board Audit Report

June 20 through July 17, 2023

Type	Date	Num	Name	Memo	Amount
5054225 · Community Alternatives Unlimite					
Check	06/27/2023	152394	Community Alternatives Unlimited	Contracted Community Access FY24 Q2	3,000.00
			Total 5054225 · Community Alternatives Unlimite		3,000.00
5054226 · Fellowship Housing Corp					
Check	06/27/2023	152397	Fellowship Housing Corporation	Transitional Housing and Financial Literacy FY24 Q2	1,250.00
			Total 5054226 · Fellowship Housing Corp		1,250.00
5054227 · AARA					
Check	06/27/2023	152406	American Association of Retired Asians	Contracted Case Management Services FY24 Q2	10,000.00
			Total 5054227 · AARA		10,000.00
5054229 · Partners for Our Communities					
Check	06/27/2023	152402	Partners for Our Communities	Immigrant Case Management Services FY24 Q2	3,000.00
			Total 5054229 · Partners for Our Communities		3,000.00
5054230 · About Change Recovery					
Check	06/27/2023	152392	About Behavioral Change	Contracted Services FY24 Q2	2,500.00
			Total 5054230 · About Change Recovery		2,500.00
			Total 5054SVC · Service Contracts		195,067.94
			Total 5054 · Mental Health - Expenditures		198,993.85
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	06/27/2023	152388	Commercial Funding Inc.	Inv# 10 May Progress Payment for Phase 1/EMA Station Project	4,793.81
Check	06/27/2023	152389	FGM Architects	Inv# 21-3142.01-15 May Progress Payment Emergency Services Project	11,770.00
Check	07/05/2023	152562	Chicago Communications	Inv #344617 Emergency services station antenna	2,385.00
Check	07/12/2023	152752	RCH Roofing & Construction	Inv #6220 ES Roof	21,896.71
Check	07/14/2023	152791	A&D Home Improvement	Inv# 106741 ES Station Exterior Installation	21,000.00
			Total 8084414 · Emergency Services Station		61,845.52
8084425 · Building & Perm Improvements					
Check	07/11/2023	152577	A & P Grease Trappers, Inc	Inv# 223824 Septic Tank Maintenance - 1169 Robinhood	1,400.00
Check	07/11/2023	152603	Meadow Well & Pump Inc	Inv# 1570 Well Capping 1169 Robinhood Dr	3,600.00
Check	07/14/2023	152793	F&C Demo and Construction Corp	Pool Demolition Change Order - 1169 Robin Hood Dr	10,920.00
			Total 8084425 · Building & Perm Improvements		15,920.00
			Total 8084 · Capital Projects - Expenditures		77,765.52
TOTAL					637,657.79

- 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, Graduate Intern Muhammad Yahya, Assistant Administrator Kristin Vana, Administrator James Barr, and Attorney Mark Kimzey. Also present were Eric LaPiana and Logan Fowler, representatives of the Streamwood High School Bass Fishing Team, and their coach and parents, and Village of Streamwood Trustee Mike Baumer. Also present was an officer from the Bartlett Police department.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There were no responses. Mr. McGuire closed the Town Hall.
- IV. Presentation: The Board congratulated Eric LaPiana and Logan Fowler for winning the Upstate Eight Conference Tournament as members of the Streamwood High School Bass Fishing Team and advancing through the Section Finals to the State Championship.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire thanked everyone for participating in the Veterans Car Show, including Trustee Baumer. Thursday is the TOCC spring conference where Clerk Dolan Baumer would be elected to president. Please note that the Streamwood High Bass Fishing Team practices at Lake Arlingdale, the lake off of Schaumburg Road that the Township helps maintain.
 - B. Clerk's Report: Clerk Dolan Baumer offered no report.
 - C. Assessor's Report: Assessor Moinuddin offered no report.
 - D. Department Reports: Written reports were submitted for the Board's review; highlights this period included Assistant Administrator Vana reported that the part time Hanover Landing position has been posted. UpHoldings would be accepting applications starting next week. Director Smith reported that the Streamwood Fire Chief would be meeting with the department next week to discuss partnering on some challenging cases. They are also partnering with the City of Elgin to address homelessness in the area. Manager Teachout reported that while the MHB does not meet during June, July or August, an emergency request for funds for an agency's parking lot has come through and it will be reviewed accordingly. The Board would attend the ribbon cutting at the Therapeutic Day Center. Director Conway reported that Nutritional Services would be expanding their offerings, resulting from focus group input. AgeOptions will be offering special funding for targeted dietary offerings (diabetic- and vegetarian-friendly), during the month of August. Thank you to the Facilities and Road Maintenance crew for remodel of the IT lab. Director Houdek reported that over 200 participants are registered for Open Gym for 1000 duplicated participants. The 2023-24 partnership agreement between Hanover Township and U-46 is ready for signatures. Director Crews reported that the 4th of July will be busy for the unit. Township employee tornado and fire drills were conducted. The drone team has been asked by nearby protection departments for a demonstration. Hoffman Estates sent two letters of thanks for recent services. Director Hanson reported that the pool at 1169 Robinhood would be demolished on June 26. Staff has been on-site to fence the area and clear it of nuisance brush. The septic tank has been pumped, filled and capped, and then landscaped. He met with Thomas Engineering, FGM, and representatives from the surety company to discuss

the subcontractors on the Emergency Services project. The Supervisor asked Attorney Kimzey to assist with pushing the water hook-up service with Bartlett forward. Administrator Barr reported that the Township has received the GFOA Distinguished Budget Presentation Award. The GFOA established the Distinguished Budget Presentation Awards Program in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal. Approximately 1,800 governments, including states, cities, counties, special districts, school districts, and more have been recognized for transparency in budgeting. To earn recognition, budget documents must meet program criteria and excel as a policy document, financial plan, operations guide, and communication tool. Attorney Kimzey reported that the demolition on 1169 Robinhood is continued in court to September 14. A written take-over agreement for the Emergency Services station with Old Republic and Vertex. Liquidated damages are in effect.

VI. Bill Paying: Mr. Barr presented the bills for payment from June 6, 2023 through June 19, 2023 as follows:

a.	Town	\$124,762.32
b.	Senior Services	57,969.60
c.	General Assistance	9,545.13
d.	Road Maintenance	11,631.41
e.	Senior Citizens Services Comm.	301.43
f.	Mental Health Board	10,121.28
g.	Vehicle	200.00
h.	Capital	<u>120,452.11</u>
	Total	<u>\$334,983.28</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from June 6, 2023 through June 19, 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 June 6, 2023: Clerk Dolan Baumer presented the Board meeting minutes of June 6, 2023 for review and approval. Trustee Beattie moved to approve the Board meeting minutes of June 6, 2023 as presented; motion seconded by Trustee Noyola. Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of June 6, 2023: Clerk Dolan Baumer presented the Executive Session minutes of June 6, 2023 for review and approval. Trustee Essick moved to approve the Executive Session minutes of June 6, 2023 as presented; motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to Approve an Illinois Incident Management System All Hazards Incident Management Mutual Aid Agreement: Trustee Noyola moved that the Board approve resolution 062023 a resolution to approve an Illinois Incident Management System All Hazards Incident Management mutual aid agreement; Trustee Martinez seconded the motion. The ILIMS-AHIMMAA is made in recognition of the fact that natural or man-made occurrences may result in emergencies or disasters that exceed the resources, equipment and/or emergency Management and first responder personnel of a given public agency; each public agency which signs a copy of the ILIMS-AHIMMAA intends to aid and assist the other participating public agencies during an emergency or disaster by temporarily assigning some of the responding public agency's

resources, equipment and/or State-credentialed ILIMS IMAT personnel to the requesting public agency as circumstances permit and in accordance with the terms of this ILIMS-AHIMMAA; the specific intent of this ILIMS-AHIMMAA being to safeguard the lives, persons and property of citizens of the state of Illinois during an emergency or disaster by enabling other public agencies to provide additional resources, equipment and/or State-credentialed ILIMS IMAT personnel as needed. Roll call: Ayes: Trustees Beattie, Noyola, Martinez, and Essick and Supervisor McGuire. Nays: None. Motion carried.

- D. Resolution to Establish a Task Force to Study Community Education Support in Hanover Township: Trustee Beattie moved that the Board approve resolution 0620231 establishing a task force to study community education support in Hanover Township. Trustee Martinez seconded the motion. Trustee Beattie would chair the committee for one year or until it is determined it could be dissolved. The committee would be of up to ten members of the community to be appointed by the Supervisor. The committee would conduct an assessment of programs and services provided by the Township that support the education of Township youth, identify other community programs that support the academic success of youth, and research and make recommendations to the Board for addressing community-based supportive services that will address the education related factors outlined in the Quality of Life Index. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.

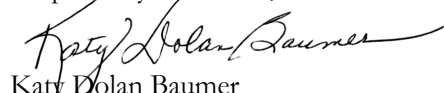
- E. Appointment to the Committee on Youth: Trustee Beattie moved that the Board concur with the appointment of Ms Emily Fagan to the Committee on Youth; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.

IX. Executive Session: No motion was made to go into Executive Session.

X. Other Business: Supervisor McGuire asked Mr. Barr to find out if the contractor who is demolishing the pool would cover it? What would the additional expense be? Wouldn't it be better to do the finish work to cover the debris field and remove the debris now then later. The Board members concurred and gave direction and authorization to the Administrator to negotiate for this extra work to the project. Remember that the next Board meeting would be held on Thursday, July 6.

XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:40 p.m. was made by Trustee Martinez and seconded by Trustee Beattie, 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 NO. _____

**A RESOLUTION
TO APPROVE A CHANGE ORDER TO THE
1169 ROBIN HOOD DRIVE PROJECT**

WHEREAS, Hanover Township (hereinafter, the “Township”) entered into an agreement (the “Agreement”) with F&C Demo and Construction (hereinafter, the “Contractor”), dated July 13, 2023, for certain improvements at the 1169 Robin Hood Dr., Elgin, Illinois 60120 (hereinafter, the “Project”); and

WHEREAS, due to costs arising out of the uncovering of more than two (2) times the anticipated and quoted debris removal, certain modifications (hereinafter, the “Additional Work”) were recommended in order to complete the Project, including the need for thirty (31) loads of debris removal versus the anticipated ten (10) loads, as identified in Change Order No. 1 (hereinafter, the “Change Order”), a copy of which is attached hereto and incorporated herein by this reference; and

WHEREAS, pursuant to 720 ILCS 5/33E-9, the determinations set forth herein are required relative to the Change Order; and

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Board of Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: INCORPORATION OF RECITALS. The recitals and all exhibits referenced therein are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: FINDINGS. The circumstances which necessitate the Change Order were not reasonably foreseeable at the time the Agreement was signed, the Change Order is germane to the Agreement as signed, and the Change Order is in the best interest of Hanover Township and authorized by law.

SECTION THREE: APPROVAL. The Change Order is hereby approved, expressly subject to approval by the Illinois Department of Natural Resources and the Hanover Township Attorney.

SECTION FOUR: AUTHORIZATION. The Supervisor and Clerk of Hanover Township are authorized to sign and attest, respectively, the Change Order on behalf of the Township, following approval of the Change Order by the Illinois Department of Natural Resources and the Hanover Township Attorney.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: July 18, 2023

APPROVED: July 18, 2023

ATTEST:

Brian P. McGuire, Supervisor

Katy Dolan Baumer, Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on July 18, 2023, and approved on July 18, 2023, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

PROJECT AGREEMENT

This Project Agreement (hereafter, "Agreement"), dated on June 15th, 2023, and is entered into this 5th day of July, 2023, by and between F&C Demo and Construction (hereafter, "Contractor") and HANOVER TOWNSHIP (hereafter, "Township") (collectively, the "Parties").

WHEREAS, Contractor will be performing services and work for the Township as set forth in the Proposal, _____ (list docs) _____ attached hereto as Exhibits A, _____ (list) _____ (hereinafter, "Project Work");

WHEREAS, Contractor may have subcontractors, material suppliers, employees, agents, volunteers, and/or one or more of anyone acting on its or their behalf engaged in the performance of the Project Work; and

WHEREAS, Contractor shall furnish all supervision, labor, materials, and equipment, and perform the Project Work for the sum of \$ 29,500 (hereafter, "Contract Sum"), as provided in the payment terms attached hereto as Exhibit B.

WHEREAS, the Exhibits attached hereto, contain the terms and conditions of the engagement of the Contractor by the Township and are hereby incorporated into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration, received and to be received, the Contractor hereby agrees as follows:

- 1. Recitals.** The foregoing recitals are adopted as if fully incorporated herein.
- 2. Compliance with Law.** All goods, equipment, materials, and all labor furnished by Contractor and any subcontractors of every tier shall comply with all applicable federal, state and local laws, regulations, rules, ordinances, statutes and codes relative thereto including, but not limited to, all safety related regulations as required by the Federal Occupational Safety and Health Act (OSHA), the Americans with Disabilities Act of 1990 as amended, Illinois Department of Labor (IDOL), United States Department of Labor (USDOL), the Human Rights Commission, the Illinois Department of Human Rights, EEOC, Environmental Laws (defined below), and all applicable building codes (hereinafter, collectively, the "Laws"). To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the below defined Indemnified Parties from loss or damage, including but not limited to, attorneys' fees, and other costs of defense by reason of actual or alleged violations of any of the Laws, including, but not limited to, products liability claims. In the event of any conflict and/or inconsistencies between any of the Laws, the most stringent Laws shall be controlling and applicable to the Project Work. This obligation shall survive the expiration and/or termination of the Project.
- 3. Certifications, Affidavits, Permits, and Bonds.** Contractor shall furnish any affidavit or Certificate in connection with the Project Work as required by law. Contractor will in every respect comply with the terms and provisions of this Agreement, as well as the ordinances, rules, and regulations of Township as well as with all applicable laws, including the laws of any municipality in which the Project Work is located. Contractor shall obtain at its sole cost any and all bonds, permits, and approvals from any federal, state, and local government agency or body thereof that has jurisdiction over the Project Work.
- 4. Prevailing Wage.** To the extent that the Illinois Prevailing Wage Act (hereafter, "Act"), 820 ILCS 130/01 *et seq.*, applies, Contractor shall pay and require every subcontractor to pay all laborers, workers, and mechanics engaged in the Project Work wages (hourly cash wages plus

fringe benefits) at rates not less than those required under the Act (hereinafter "Prevailing Wages"). Contractor and every subcontractor shall comply with all regulations issued pursuant to the Act and other applicable federal, state, and local laws and regulations pertaining to labor standards with the most stringent laws and regulations controlling. Contractor agrees and stipulates that the prevailing rate of wages are revised by the Illinois Department of Labor and are available on the Illinois Department of Labor's official website. Contractor shall notify immediately in writing all of its subcontractors of all changes in the schedule of Prevailing Wages. Contractor shall include in each of its subcontracts a written stipulation that not less than the Prevailing Wages shall be paid to all laborers, workers, and mechanics engaged in the Project Work and shall require each of its sub-subcontractors of every tier to include said stipulation regarding payment of Prevailing Wages.

Any increase in costs to Contractor due to changes in the Prevailing Wages or labor law during the term of this Agreement shall be at the expense of Contractor and not at the expense of Township. Any change orders shall be computed using the Prevailing Wages applicable at the time the change order work is scheduled to be performed. Contractor shall be solely responsible to maintain accurate records as required by applicable federal and state law, with the most stringent requirements controlling, and shall be solely liable for paying the difference between Prevailing Wages and any wages actually received by laborers, workmen, and/or mechanics engaged in the Project Work and for ensuring strict compliance with the requirements of the above mentioned Acts, including, but not limited to, providing certified payrolls to Township or Illinois Department of Labor in accordance with said applicable laws.

5. **Indemnification.** To the fullest extent permitted by law, Contractor shall be responsible for any and all injuries to persons or damages to property due to the activities of the Contractor, subcontractors, licensees, invitees, suppliers, agents, or employees arising out of, incident to, or resulting from performance of the contract, or any activity in connection therewith. Contractor agrees to waive any and all rights of contribution against Township and shall indemnify, defend, and hold harmless Township, the Township Supervisor and Board of Trustees, and their respective officials, officers, employees, volunteers, agents, successors, and assigns (hereafter, "Indemnified Parties"), from and against any and all claims, lawsuits, actions, causes of action, demands, injuries, damages, losses, penalties, obligations, liabilities, judgments, liens, expenses, costs, and fees, including, but not limited to, attorneys' fees, court costs, settlement judgments, prejudgment interest, and post-judgment interest (hereafter, "Claims"), which may be in any way related to or arise directly or indirectly from: (a) the Project Work, Repair Work, and/or Warranty Work, or on account of or in consequence of any neglect in safeguarding such work or using unacceptable materials in constructing such work; (b) any act or omission, neglect, or misconduct of the Contractor, its officers, employees, agents, subcontractors, or subcontractors, suppliers, licensees, invitees, or anyone directly or indirectly employed by them, and/or anyone for whose acts they may be liable (hereafter, "Contractor's Agents"); (c) Contractor's breach of any of its obligations under, or Contractor's default of, any provision of this Agreement; or (d) any claims or amount recovered by reason of any infringement of any patent, trademark, or copyright or by reason of the violation of any law, ordinance, order or decree. In such case, Contractor shall, at its own expense, appear, defend, and pay all charges of attorneys and costs and other expenses arising therefrom or incurred in connection therewith. If any judgment shall be rendered against the Indemnified Parties or any of them in any such action, Contractor agrees that any bond or insurance protection required herein, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep, and save harmless and defend the Indemnified Parties as herein provided. The obligations in this Section 5 are binding on Contractor without regard to whether or not such claim, lawsuit, action, cost, and fee is caused in part by the act, omission, or negligence of the Indemnified Parties, and shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor or Contractor's Agents under any

Workers' Compensation Act, Disability Benefit Act, or Employee Benefit Acts. The obligation to defend, hold harmless, and indemnify shall survive the expiration and/or termination of this Agreement. Nothing in this Section 5 shall be construed to represent an express and/or implied waiver of any common law or statutory privileges or immunities granted to the Indemnified Parties as to any liability whatsoever, and all such privileges and immunities are expressly reserved. Contractor agrees to waive any right which it may have to punitive, consequential, special, indirect, incidental, and/or exemplary damages against the Indemnified Parties and agrees not to make any claim or demand for such damages against the Indemnified Parties.

6. Insurance.

A. Required Coverages. Contractor shall procure and maintain for the duration of the Project Work insurance Workers' Compensation and Employers Liability Insurance, Commercial General Liability Insurance, and Automobile Insurance in the types and in the amounts of not less than as follows:

i. Workers Compensation and Employees Liability Insurance:

- a. State: Statutory
- b. Federal: Statutory
- c. Employer's Liability: \$500,000.00 per accident
\$500,000.00 disease, policy limit
\$500,000.00 disease, each employee

ii. Commercial General Liability Insurance (hereafter, "CGL"):

- a. \$2,000,000.00 General Aggregate per Project
- b. \$1,000,000.00 Products Completed Operations Aggregate
- c. \$1,000,000.00 Each Occurrence
- d. \$50,000.00 Fire Damage (any one fire)
- e. \$5,000.00 Medical Expense (any one person)

CGL insurance shall cover liability arising from the Project Work, including activities performed by or on behalf of Contractor; premises owned, leased, or used by Contractor; operations; administration of the work; independent contractors; subcontractors; vendors and suppliers; products-completed operations; personal injury and advertising injury; and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). There shall be no endorsement or modification of the CGL insurance limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

iii. Commercial Automobile Liability Insurance (hereafter, "CAL"):

- a. Bodily Injury: \$1,000,000.00 per person
\$1,000,000.00 per accident

b. Property Damage: \$1,000,000.00 per occurrence

CAL insurance shall cover liability arising out of "Any Auto" including owned, hired, and non-owned autos.

iv. Umbrella Excess Liability:

a. \$2,000,000.00 Over Primary Insurance Limit

- B. Additional Insured. The required insurance coverages, with the exception of Workers Compensation, shall name Township and the Township Supervisor and Board of Trustees, its respective officers, officials, employees, volunteers, agents, successors, and/or assigns (hereafter, the "Additional Insured") as insured. These insurance coverages shall be primary and non-contributory with respect to any other insurance or self-insurance afforded to the Additional Insured and shall not require exhaustion of any other coverage or tender of any claim or action to any other insurer providing coverage to any of the Additional Insured. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insured, or any of them. If Contractor maintains broader coverage and/or higher limits than the minimums shown above, the Additional Insured requires and should be entitled to the broader coverage and/or higher limits maintained by Contractor. Any endorsement or policy provision which limits contractual liabilities shall be deleted in its entirety. If the Additional Insured have not been included as an insured under the Commercial General Liability, Commercial Auto Liability, and Umbrella Excess Liability Insurance coverages required herein, Contractor waives all rights against each Additional Insured, for recovery of damages arising out of or related to the Project Work.
- C. Acceptability of Insurers. Insurance shall be provided by insurance companies licensed to do business in the State of Illinois with a policy holder rating of not less than A and a financial rating of not less than VII in the latest edition of Best Insurance Guide. Upon written request from the Township Administrator, Contractor must supply certified copies of the requested insurance policies within ten (10) days.
- D. Evidence of Insurance. Prior to beginning work, Contractor shall furnish Township with a certificate(s) of insurance and applicable policy endorsement(s), including, but not limited to, all additional insured endorsements required herein, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for thirty (30) days' written notice to Township prior to the cancellation or material change of any insurance referred to therein. Written notice to Township shall be by certified mail, return receipt requested. Failure of Township to demand such certificate, endorsement, or other evidence of full compliance with these insurance requirements or failure of Township to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. Township shall have the right, but not the obligation, of prohibiting Contractor or any subcontractor of any tier from entering Township properties until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Township. Failure to maintain the required insurance may result in termination of this Agreement at the option of Township. With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Township whenever requested.

- E. Cross-Liability Coverage. If Contractor's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.
- F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to Township. At the option of Township, Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Additional Insured or required to procure a bond guaranteeing payment of losses and other related costs, including, but not limited to, investigations, claim administration, and defense expenses.
- G. No Waiver of Subrogation Rights. Township shall not, in any manner, be deemed or intended to have waived any right of subrogation which either it and/or its insurance carrier and/or risk pool provider, risk management agency, and/or insurance company providing excess coverage on behalf of the any of them may have against any Contractor, for any property injury, death, or other damage caused by Contractor and/or any of its subcontractors of any tier, or any of their respective employees, agents, consultants, officers, directors, limited or general partners, and/or otherwise arising out of the Project Work.
- H. Failure to Comply with Insurance Reporting Provisions. All insurance required of Contractor shall provide that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Additional Insured, or any of them.
- I. All Insurance Obtained Shall Apply Separately to Each Insured. All insurance required of Contractor shall provide that the insurance shall apply separately to each insured against whom a claim is made, or suit is brought, except with respect to the limits of the insurer's liability.
- J. Insurance Requirements Cannot Be Waived. Under no circumstances shall Township and/or any of the Additional Insured be deemed to have waived any of the insurance requirements herein by any action or omission, including, but not limited to:
- i. Allowing any work to commence by Contractor before receipt of Certificates of Insurance;
 - ii. Failing to review any Certificates of Insurance received;
 - iii. Failing to advise Contractor that any Certificate of Insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner; and/or
 - iv. Issuing any payment without receipt of a sworn certification from Contractor stating that all the required insurance is in force.

Contractor agrees that the obligation to provide the insurance required herein is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by Township and/or any of the other Additional Insured.

- K. Liability of Contractor is not Limited by Purchase of Insurance. Nothing herein contained in these insurance requirements is to be construed as limiting the liability of Contractor and/or its respective insurance carriers. Township and the Additional Insureds do not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate to protect the Additional Insured, or any of them, Contractor, or any subcontractor's interest or liabilities, but are merely minimums. Any obligation of

Contractor to purchase insurance shall not, in any way, limit their obligations to the Additional Insured in the event that the Additional Insured, or any of them, should suffer an injury or loss in excess of the amount recovered through insurance, or any loss or portion of the loss which is not covered by Contractor's insurance.

- L. Notice of Personal Injury or Property Damage. Contractor shall notify Township, in writing, of any actual or possible claim for personal injury or property damage relating to the work, or of any occurrence which might give rise to such a claim, promptly upon obtaining first knowledge of same.
 - M. Subcontractors. Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of not less than the types and amounts specified above. When requested by Township, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.
7. **Assumption of Liability.** To the fullest extent permitted by law, Contractor, its employees, agents, or anyone acting on behalf of any of them, assume all liability for claims, causes of action, and damages from any personal injury, personal loss, or damages to property arising out of or attributable to the Project Work, by Contractor, its employees, agents, and/or anyone acting on behalf of any of them. Contractor is aware of the risks associated with the Project Work and Contractor voluntarily assumes those risks in consideration of the Agreement herein. Township shall not be liable for any damage occasioned from the Project Work and/or use of Township property. Contractor agrees to indemnify and hold harmless the Indemnified Parties from any Claims arising from or related to the Project Work and/or use of Township property. Furthermore, Township shall not be liable for any damages of any kind in the event the Township property becomes unusable to Contractor for whatever reason.
8. **Disclaimer.** Contractor expressly acknowledges that the Township makes no representations or warranties, express or implied, as to the adequacy, fitness, or condition of the Township properties where the Project Work shall take place for the purposes set forth herein, or for any other purpose or use, express or implied, by the Contractor. ALL IMPLIED WARRANTIES OF QUALITY, FITNESS, MERCHANTABILITY, AND HABITABILITY ARE HEREBY EXCLUDED. Contractor accepts use of Township properties and the improvements thereon "AS-IS" and "WITH ALL FAULTS." Contractor acknowledges that Contractor has inspected the Township properties and is satisfied as to the adequacy, fitness, and condition thereof. Further, Contractor expressly acknowledges Township shall not provide any training regarding Township property, use of Township property, or any hazards contained therein.
9. **Taxes.** Township is a Tax Exempt Organization and is not subject to sales, consumer, use, and other similar taxes required by law. This exemption does not, however, apply to tools, machinery, equipment, or other property leased by the Contractor, or to suppliers and materials which, even though they are consumed are not incorporated into the completed Project Work. The Contractor shall be responsible for and pay any and all applicable taxes, including sales and use taxes, on such leased tools, machinery, equipment, or other property and upon such unincorporated supplies and materials. Notwithstanding the foregoing, it shall be Contractor's responsibility to determine and pay all applicable taxes attributable to the Project Work. All such taxes are included in the Contract Sum.
10. **Illinois Freedom of Information Act.** Contractor will maintain, without charge to the Township, all records and documents for projects of the Township in compliance with the Freedom of Information Act, 5 ILCS 140/1 *et seq.* In addition, Contractor shall produce records which are responsive to a request received by the Township under the Freedom of Information Act, so that the Township may provide records to those requesting them within the time frames

required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Township and if possible, the Township shall request an extension so as to comply with the Act. In the event that the Township is found to have not complied with the Freedom of Information Act due to Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Township harmless, and pay all amounts determined to be due, including, but not limited to, fines, costs, attorneys' fees and penalties.

11. **Binding Nature.** This Agreement shall be binding upon and inure to the benefit of Township and Contractor and their respective successors and assigns. Notwithstanding the foregoing, Contractor shall not assign, lease, or sub-lease this Agreement or any portion thereof without the express written consent of the Township, which the Township may withhold in its sole and absolute discretion. Any such assignment shall be null and void.
12. **Default.** In the event of default hereunder, the non-defaulting party shall be entitled to all remedies available at law and/or equity, including reasonable attorneys' fees, subject to Paragraphs 3 and 21 below.
13. **Severability.** If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.
14. **Miscellaneous.**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the Parties to the subject matter hereof. Any amendments to this Agreement must be in writing and executed by the Parties.
 - B. This Agreement may be executed in any number of counterparts, and by Township and Contractor on different counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. This Agreement is entered into solely for the benefit of the Parties, and nothing herein is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish, or impose any legal duty or obligation to any third party.
 - D. This Agreement shall be construed, governed, and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of Cook County, Illinois.
 - E. In construing this Agreement, Paragraph headings shall be disregarded. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
 - F. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

- G. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Paragraphs pertaining to Indemnity, shall survive the expiration of this Agreement.
- H. In the event of any conflict between the terms and conditions of any of the Contract Documents, the most stringent and demanding requirements shall control.
- I. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this 13th day of July, 2023.

HANOVER TOWNSHIP



CALEB HANSON
Print Name

DIRECTOR, FACILITIES + ROAD
Title MAINTENANCE

CONTRACTOR

F&C Demo and Construction


Print Name

Owner/ President
Title



F&C Demo and Construction Corp
 (630)835-5456
 711 Kenwood ave
 West Chicago, IL 60185
 United States

Prepared For
 Caleb Hanson
 Hanover Township
 1169 Robin Hood dr
 Elgin IL

Proposal Date
 06/15/2023

Proposal Number
 0001577

Reference
 6304835678

Overview

EVERYTHING in the property will be demo. That includes the pool, tennis court, concrete pool deck, concrete curb, chain link fence, pool house, and the shed. Everything we need to haul away it will be hauled away. We will remove and dispose maximum 10 semis of debris. If any additional debris needs to get removed, we will remove and we will charge \$848.75 per each load. No land will be leveled or filled. If township would like that to get done will have an additional price.

Pricing

Description	Rate	Qty	Line Total
Demo Everything on property	\$29,500.00	1	\$29,500.00
Subtotal			29,500.00
Tax			0.00
Proposal Total (USD)			\$29,500.00

Notes

*** Estimate Valid for 15 days ***

Our price includes labor and materials. If you have any questions, please feel free to give us a call at (630)835-5456 or email us at fandcdemo@gmail.com Looking forward in working with you. Thank You!

Terms

F&C Demo and Construction is licensed, insured, and bonded.



6-15-23

Caleb Hanson, Hanover Township



F&C Demo and Construction Corp
 (630)835-5456
 711 Kenwood ave
 West Chicago, IL 60185
 United States

Billed To
 Caleb Hanson
 Hanover Township
 1169 Robin Hood dr
 Elgin IL

Date of Issue
 07/13/2023

Due Date
 07/13/2023

Invoice Number
 0000385

Amount Due (USD)
\$10,920.00

Description	Rate	Qty	Line Total
Additional truck loads We had quoted 10 truck loads total of the demo site. Due to unexpected asphalt thickness on the tennis court, we have hauled a total of 31 truck loads. That means we had an additional of 21 truck load more of debris to remove. This was not expected from us or anyone. Due to our experience a tennis court never has 9" of asphalt with the fabric in between.	\$520.00	21	\$10,920.00
Subtotal			10,920.00
Tax			0.00
Total			10,920.00
Amount Paid			0.00
Amount Due (USD)			\$10,920.00

FAMM
 808-4425
 7-13-23
 CALEB HANSON
 CHANGE ORDER #1
 UNFORESEEN MATERIAL + CONDITIONS ON
 POOL DEMOLITION PROJECT 1169 ROBIN HOOD DR.

RESOLUTION NO. _____

**A RESOLUTION
TO APPROVE A POLICY REGARDING EDUCATION AND TRAINING OPPORTUNITIES
FOR THE HANOVER TOWNSHIP EMERGENCY SERVICES DEPARTMENT**

WHEREAS, the Hanover Township Emergency Services Director (the “Director”) sets the Rules and Regulations for the Hanover Township Emergency Services Department (the “Department”), subject to the direction and control of the Township Supervisor; and

WHEREAS, the Supervisor and the Director deem it appropriate from time-to-time to conduct an analysis of the said Rules and Regulation, *inter alia*, to comply with current employment laws, statutes, regulations, and ordinances; and

WHEREAS, the Supervisor and the Director have reviewed the Rules and Regulations and deem it necessary and appropriate to request the Hanover Township Board of Trustees adopt a Policy Regarding Education and Training Opportunities for Members of the Hanover Township Emergency Services Department, as provided herein; and

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Board of Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: INCORPORATION OF RECITALS. The recitals are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: APPROVAL. The Policy Regarding Education and Training Opportunities for the Hanover Township Emergency Services Department, as provided herein, is hereby adopted and approved, as follows:

- a. Hanover Township believes that formal education has a positive impact on a Member’s contribution to the Township, and the residents we serve. The Township supports professional and educational efforts by providing reimbursements for many of the expenses associated with continuing education courses. The Hanover Township Emergency Services Director (the “Director”) may revise, suspend, revoke, terminate change or remove, prospectively or retroactively, any of the provisions or procedures outlined in this Policy, in whole or in part, with or without notice at any time, at the Director’s

sole discretion. Any dispute concerning the meaning of any provision within this Policy shall be interpreted by the Director.

b. All Members who have continuously met the participation requirements of Section 4.1.1 and training requirements of Section 5 of the Rules and Regulations for at least two (2) years, measured from the educational or training opportunity start date, are eligible for professional development benefits under this Policy. Members must maintain eligibility by meeting the eligibility requirements established from time-to-time by the Director through completion of the educational or training opportunity.

c. The Township may reimburse Members for costs related to obtaining a degree-or taking individual courses at an approved and accredited educational institution under this program. The Director must approve the courses or reimburse Members for professional development costs related to the preparatory and continuing education courses related to licensure. Past approval and participation in the Education and Training Opportunities Program does not guarantee approval in subsequent years and does not obligate the Township to pay for such education and training opportunities. Approved but unused reimbursements do not carry over to a subsequent term.

d. Covered Expenses – Professional Development

1. The Township may reimburse Members for professional development costs related to preparatory and continuing education courses related to licensure and other professional development opportunities. Requests must be approved by the Director as well as be provided for in the budget, prior to registering for the classes or programs for which the Member will seek reimbursement.

2. Additional certification programs or professional development seminars may be reimbursed by the Township but require written approval from the Director.

3. All related expenses, which may include fees, parking, transportation, or meals, will be reimbursed to a Member or be processed via an invoice from the issuing agent.

e. Covered Expenses – Continuing Education

1. Expenses eligible for up to \$4,000.00 per fiscal year include tuition, registration and required fees, such as building use and lab fees at an accredited institution of higher learning (college, university, or technical school) at both undergraduate and graduate levels. This Policy will be administered on first-come first-serve basis contingent on available funds.

2. Other miscellaneous expenses, such as parking, supplies, social dues, athletic fees, computer access charges, etc. are not reimbursable. Township reimbursements will be reduced by any other financial aid that does not have to be repaid (such as the GI Bill, scholarships, or grants). Reimbursement is limited to one hundred percent (100%) of actual costs up to the maximum annual amount.

f. Procedures and Approval

1. Request for Professional Development or Educational Assistance Form (Form 2.28) with a cost estimate must be submitted to the Director for approval every term. Forms may be obtained from Human Resources. All requests must be

approved by the Director, in his sole discretion, subject to the direction and control of the Township Supervisor.

2. The Member should initiate the approval process prior to enrolling in the course(s). The Member is responsible for all costs prior to requesting the reimbursement. A copy of the tuition Request for Professional Development or Educational Assistance Form must be submitted to Human Resources. The Member will maintain the original until he or she has completed the course.

3. Once the course is successfully completed, the Member should resubmit the original Request for Professional Development or Educational Assistance form with the reimbursement section filled out, including appropriate signatures, as well as receipts and evidence of a passing grade or certification attached. Human Resources will coordinate the reimbursement with the Finance Department.

4. Reimbursable expenses must be submitted for payment within ninety (90) days from the end of the semester or term. Reimbursement will be made provided the Member has satisfactorily completed the course with a grade (or numeric equivalent) of "C" or better or a "P" if taken Pass/Fail. Members who withdraw from or otherwise fail to complete a course, or who fail to submit appropriate documentation of their grades within 90 days following the end of the term will forfeit reimbursement. The official grade record and itemized receipts documenting all of the expenses must be provided to the Township Director.

5. Members receiving continuing education benefits under this Policy agree to maintain their Membership in the Department and for at least one (1) year following the completion of the corresponding academic term or completion of course reimbursed. In the event that the Member separates from the Department or fails to meet the eligibility requirements within that one (1) year period, the entire amount of the reimbursement paid during that year will become due and payable from the Member. The Member is responsible for providing payment to the Township within thirty (30) days.

g. When requested by the Director or at the approval of the Director, Members may be eligible for reimbursement under this Policy for an amount that exceeds \$4,000.00. Such reimbursements under this provision may require repayment agreements exceeding one (1) year if a separation of Membership occurs within that timeframe. The Member will be made aware of potential tax implications when the amount reimbursed exceeds the IRS maximum for exclusion from income.

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: REPEAL OF PRIOR RESOLUTIONS. 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: July 18, 2023

APPROVED: July 18, 2023

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on July 18, 2023, and approved on July 18, 2023, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk