



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

February 20th, 2024

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 YN1 (SS) James N. Thomas
- 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 February 6, 2024
 - B. Fiscal Year 2025 Tentative Budget and Appropriations Ordinance
 - C. Consideration of the Hanover Township Strategic Plan Update
- 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: JAMES NORMAN THOMAS

ADDRESS: 394 WOODVIEW CIR C

CITY/ZIP CODE: ELGIN, IL 60120

PHONE #: 630 728-9508

EMAIL ADDRESS: thomas8720@comcast.net

DATE OF BIRTH: NOV 7, 1945

BRANCH OF SERVICE: USNR NAVY RANK AT DISCHARGE: YN1(SS) PO1

YEARS OF SERVICE: FROM 1965 TO 1997

MEDALS AWARDED OR OTHER CITATIONS:

NAVY RESERVE MERITORIOUS SERVICE (5 AWARDS),

NATIONAL DEFENSE MEDAL, ARMED FORCES RESERVE MEDAL
NAVY SHARP SHOOTER MEDAL (RIFLE) QUALIFIED IN SUBMARINES

INJURIES: _____

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed. I SERVED ON A SUBMARINE FOR ALMOST 2 YEARS AND WE SPENT 4 MONTHS CRUISING THE MEDITERRANEAN AREA.

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 January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Passports</i>	484	594	3,462	3,419
Photo Fees	\$5,420	\$5,610	\$37,150	\$34,810
Fee deposits	\$17,285	\$21,390	\$127,025	\$127,290
<i>Fishing/Hunting licenses</i>	0	1	45	33
<i>Handicap Placards</i>	13	19	164	235
<i>Vehicle Sticker Renewals</i>	43	21	349	320
<i>Human Resources Requests</i>	132	134	1,227	1,235
<i>New Employee Orientations</i>	1	2	27	33
<i>Technology work orders</i>	61	57	597	486
<i>Resident Contacts</i>	1,886	2,025	19,204	20,042
<i>Percent of Budget Expended (100% of year)</i>	5.1%	5.2%	64.2%	61.7%

Department Highlights

- Human Resources Manager Callahan completed one new hire orientation: Quentin Sturwold (Youth and Family Services).
- Deputy Township Administrator Vana, Youth and Family Services Director Houdek, and Assistant Director of Clinical Services Pamphile participated in first round interviews for the Bilingual Family Therapist position.
- Prevention Services Manager Dickinson and Human Resources Manager Callahan participated in first round interviews for the Youth Program Assistant and Youth Program Assistant/Driver position.
- Human Resources Manager Callahan participated in a virtual training on Diversity, Equity & Inclusion for Townships presented by Melissa Williams, Schaumburg Township Administrator on January 17.
- The Annual Employee Appreciation Luncheon was held on January 9 at Moretti's Restaurant in Bartlett. Human Services Case Manager, Kelly Corona, was awarded the Rookie of the Year award. Aging Services Social Services Manager, Diana Gomez, was awarded the Trish Simon Core Values award. Administrative Services Assistant to the Administrator, Hailey Matich, received the Excellence in Service award.
- Administrative Services staff coordinated the Hanover Township Awards Reception at the Senior Center on January 23 to recognize 2023 Association of Illinois Township Committees on Youth, Youth Leadership Award winner, Savannah Widmann.
- Deputy Township Administrator Vana attended the Committee for Senior Citizens Services meeting on January 9 to discuss and gather feedback from the committee regarding improvements to consider for Runzel Reserve in FY25.
- Township Administrator Barr and Deputy Township Administrator Vana attended the Illinois Association of Township Administrator's meeting at Elk Grove Township on January 10.
- Township Administrator Barr and Deputy Township Administrator Vana worked with department heads to develop and review Fiscal Year 2025 department goals.
- Hanover Landing Disability Services Coordinator Metsig completed 4 new intake assessments and met with 30 different residents for various information and referral services in January.
- Disability Services Coordinator Metsig also coordinated a book donation from the Gail Borden Library to offer books on-site in the Community Room for residents to check-out. Weekly programming continues to encourage social engagement among residents in the building.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Programming Division</i>				
Planned programs	245	226	2,398	2,313
Participants	1,299	1,236	16,397	13,272
Participants (unduplicated)	558	520	1,618	1,358
Wait listed (unduplicated)	23	24	236	221
New volunteers	2	2	26	32
Total volunteers (unduplicated)	147	134	198	190
Volunteer hours reported	2,026	1,734	17,743	14,899
<i>Nutrition Division</i>				
Meals served	2,295	1,585	20,987	15,927
Meals delivered by volunteers	3,149	2,916	29,953	29,895
Clients served (unduplicated)	737	N/A	1,719	N/A
<i>Social Services Division</i>				
Clients served (unduplicated)	169	182	1,108	1,189
Clients served (duplicated)	252	276	2,557	2,978
Energy Assistance	44	62	478	644
Prescription drugs & health insurance assistance	62	69	1,079	1,201
Social Service programs	12	10	106	112
Social Service program participants	121	99	1,359	1,303
Lending Closet transactions	145	115	1,390	1,226
Home Services direct care hours	125.5	N/A	777	N/A
<i>Transportation Division</i>				
One way rides given	1,050	859	11,186	9,285
Clients served (unduplicated)	68	118	485	267
New riders	14	7	485	267
Unmet requests for rides	34	19	321	269

Department Highlights

- Program Specialist Cambra and Administrative Assistant Thomason hosted a live stream of The Golden Bachelor Wedding on January 4.
- Social Services met with Mon Ami on January 9 for the client management software implementation.
- Newly launched club, Memoir Writing, started January 10 with ten participants attending.
- The National Popcorn Day Pop-Up was enjoyed by many with complimentary popcorn on January 19.
- The Department hosted the first annual Volunteer Info Fair on January 22. Over 30 people stopped by to meet with staff and learn more about volunteer opportunities.
- Social Services began scheduling AARP Tax Aide appointments on January 22.
- Social Services Manager Gomez and Volunteer & Program Coordinator Murillo hosted the newly relaunched Latino Group on January 26 which will meet monthly.
- Thirty-eight participants enjoyed live music and dancing from an Elvis-impersonator on January 26, as well as a display of memorabilia sponsored by Steve Orlando of Mission Insurance.
- Director Conway attended a virtual presentation from AgeOptions regarding legislative updates from the Aging network on January 26.

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

OFFICE OF THE ASSESSOR



Report for January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Administration</i>				
Office visits	136	189	2,537	2,441
Building permits processed	1475	235	2,310	5,847
Change of Name	0	11	51	30
Property tax appeals	0	144	385	855
Certificates of Error	29	30	647	671
Property location updates	0	0	1	0
Sales Recording	0	348	676	1313
New owner mailing	0	183	650	1316
<i>Exemptions</i>				
Homeowner exemptions	0	6	246	117
Senior homeowner exemptions	0	9	200	156
Senior Freeze exemptions	0	8	884	146
Disabled Veteran exemptions	0	0	121	32
Disabled person exemptions	0	7	59	68
Miscellaneous exemptions	0	0	14	20

Department Highlights

- The total number of email addresses on the Assessor's Office contact list is now 3,828 after 48 new contacts were added in January.
- First Installment Tax Bills for Tax Year 2023 were mailed and are due on March 1, 2024.
- Assessor Moinuddin and Chief Deputy Assessor Silverstein attended the Cook County Township Assessors Association's Annual Luncheon on January 26.

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 January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Website Visits (total)</i>	9,779	8,918	72,180	76,954
<i>Website Visits (unique)</i>	6,691	6,265	61,531	55,008
<i>Facebook Followers (new and total FYTD)</i>	65	38	5,882	5,321
<i>Facebook Reach</i>	28,616	23,366	257,731	212,446
<i>X (Twitter) Followers (new and total FYTD)</i>	N/A	8	1,419	1,395
<i>X (Twitter) Impressions (new and total FYTD)</i>	4,172	5,048	47,683	58,831
<i>YouTube Views</i>	236	20,015	2,235	55,125
<i>Media Releases</i>	5	4	44	37

Department Highlights

- Director Kuttenberg participated in the January 3 meeting of the Metropolitan Township Association executive board to provide a legislative update.
- Office of Community Affairs intern Charlize Younglove began with the Township on January 5.
- Department staff attended the January 9 employee appreciation luncheon at Moretti's in Bartlett.
- Communications Specialist Smith attended the January 16 ribbon cutting ceremony for Mo's Gyros with Trustee Essick in Bartlett.
- Director Kuttenberg attended the January 17 virtual meeting for Northwest and West Central Local Government Leaders hosted by President Preckwinkle's office. County staff went over county modifications for the Paid Leave for All Workers law.
- Director Kuttenberg attended the January 18 Bartlett Area Chamber Board of Directors meeting.
- Director Kuttenberg chaired the virtual meeting of the Township Communicators of Illinois on January 18. Daily Herald reporter Eric Peterson and Courier-News freelance reporter Mike Danahey offered tips and suggestions to meeting attendees on how to submit press releases and pitch news stories to the media.
- Director Kuttenberg joined Supervisor McGuire and Township Administrator Barr in hosting Leyden Township officials and staff for a tour of the Township facilities on January 22.
- Director Kuttenberg attended the January 23 virtual meeting of the Government Social Media Membership Committee meeting.
- Director Kuttenberg and Director Smith attended the one-year anniversary celebration of Bartlett restaurant Carbon Express on January 24, hosted by the Bartlett Area Chamber of Commerce.
- Director Kuttenberg met with Elgin Council Member Rose Martinez on January 25 to discuss community issues.
- Director Kuttenberg met with Bartlett Area Chamber of Commerce Chair Kirsten Erickson on January 26 to discuss chamber initiatives.
- Director Kuttenberg joined Township Administrator Barr and Director Hanson to attend the January 29 meeting of the Chapel Creek HOA meeting.
- Director Kuttenberg and Director Houdek attended the January 31 ribbon cutting ceremony for Drip Therapy in Bartlett.
- Director Kuttenberg and Township Administrator Barr joined Aging Services staff on January 31 for a meeting with Representative Crespo to update him on the Township's efforts for outreach with Hispanic older adults.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Appointments</i>				
ProTimes	5	6	62	57
TB skin test	7	4	53	33
Cholesterol	0	4	90	116
Pharmaceutical Assistance Programs	1	0	1	2
Miscellaneous labs	21	12	148	100
Wellness Screening (BP, diabetes, anemia)	51	24	371	426
Other	83	60	785	780
<i>Clinic Clients</i>				
Senior Center/ home visits	134	80	1,156	1,086
Astor Avenue	15	21	157	186
Offsite clinics	19	10	115	175
Total clients (unduplicated)	42	16	557	534
<i>Public Education & Health Promotion</i>				
Media coverage	0	0	4	11
Informational seminars/Program	4	3	47	50
Program Participants	120	67	2,215	2,355
<i>Primary Care Provider Support</i>	0	2	12	25

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 12 home visits for residents in the month of January.
- The Office of Community Health provided laboratory services for 13 residents at The Oaks lab clinic in the month of January.
- Community Health Nurse Kramer provided preventative wellness screenings for residents at Hanover Landing on January 3 and January 31.
- Director Smith and Director Imperato met with Nick McLeod from the local non-profit, Ignite the Courage, on January 11 to learn about resources and financial assistance programs available to eligible residents.
- Director Smith hosted University of Illinois at Chicago nursing students on January 17 and educated students on community health nursing in a local government setting. Students also provided blood pressure screenings for residents at the Senior Center.
- Director Smith presented to 25 members at the Village Church of Bartlett on “New Year, New You” and provided education on ways to stay healthy in the New Year.
- Community Health Assistant Tyrrell completed her certification to become a CPR instructor on January 26.
- Director Smith and Community Health Nurse Kramer attended the Northwest Municipal Nurses’ meeting at the Village of Schaumburg on January 30.

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 January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Hours</i>				
Volunteer Detail Hours	425	592	4,651	6,211
Volunteer Work Hours	1,033	59	4,620	1,266
Volunteer Training Hours	179	87	1,156	1,329
<i>Total Volunteer Hours</i>	1,637	738	10,427	8,806
<i>Details</i>				
Emergency Call Outs	14	9	150	96
Safety Patrols	1	4	9	29
Township Sponsored Events	1	3	23	24
Other Community Events	0	0	12	13
Miscellaneous	0	0	0	2
<i>Total Details</i>	16	16	194	164

Department Highlights

- HTES Officers responded to a structural fire in Elgin on January 5. Officers provided decontamination and air support.
- HTES Officers responded to a structural fire in Streamwood on January 5 providing decontamination and air support.
- HTES Officers responded to Hanover Park on January 5 to provide lighting at a crime scene.
- HTES Officers responded to a structural fire in Carpentersville on January 9.
- Director Crews attended the Mutual Aid Box Alarm System (MABAS) Division 2 meeting in Burlington on January 10.
- HTES Officers responded to Bartlett on January 12 for traffic management at a vehicle accident.
- HTES Officers responded to structural fire in Carpentersville on January 14.
- HTES Officers responded to structural fire in Fox River on January 16.
- HTES Officers responded to Barrington Hills on January 20 for traffic management at a vehicle accident.
- HTES Officers responded to a structural fire in Roselle on January 20.
- HTES Officers responded to a structural fire in Elgin on January 22.
- HTES Officers responded to a structural fire in East Dundee on January 23. Officers provided decontamination and air support.
- HTES Officers responded to Streamwood on January 28 for a residential pump out.

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Administration</i>				
Vehicle service calls	2	1	21	16
Work orders	458	314	4,198	3,515
Event set-ups/tear downs	184	104	1,529	1,345
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,264	4,051	46,262	47,569
Town Hall	7,620	7,200	90,360	76,800
Senior Center	26,659	26,196	326,233	372,274
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	297.82	452.29	971.56	1,318.07
Town Hall	1,183.98	1,382.04	3,327.54	3,960.00
Senior Center	2,860.87	2,881.62	15,738.86	18,260.18
<i>Road Maintenance</i>				
Salt Usage (Tons)	295	242	357	446

Department Highlights

- Facilities and Road Maintenance staff completed snow removal for two significant snow and freezing rain events, which included salting and plowing at all Township facilities, Bartlett Fire Protection District stations, and Emergency Services Station 1. Facilities and Road Maintenance staff and seasonal plow operators incurred approximately 800 hours of snow removal of approximately 16.5” during these combined events.
- Director Hanson and Operations Manager Nelson met with Township Administrator Barr, Director Conway, and Nutrition Manager Perri to discuss options and locations of a walk-in freezer installation in the Senior Center.
- Director Hanson and Deputy Township Administrator Vana met with Hitchcock Design Group to walk the expansion property and discuss land development and the OSLAD (Outdoor Space Land Acquisition and Development) grant application.
- Director Hanson contacted multiple architectural firms to schedule walk-throughs and receive quotes for the required architectural drawings and plans for the renovation of the expansion property main house renovation into the Department of Facilities and Road Maintenance Headquarters.
- Facilities and Road Maintenance staff completed numerous photo and sign installations, deep cleaning, and final preparations for the Emergency Services Station dedication and ribbon cutting.
- Director Hanson conducted monthly walk-throughs of the Astor Avenue Community Center and the Senior Center with the appropriate directors and staff.
- Director Hanson, Township Administrator Barr, and Director Kuttentberg attended the Chaple Creek Subdivision Homeowners Association annual meeting. Director Hanson and Township Administrator Barr presented updates on general Township information as well as specific information geared towards the Chapel Creek subdivision.

DEPARTMENT OF HUMAN SERVICES



Report for January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>General Assistance</i>				
General Assistance clients	9	8	90	80
General Assistance appointments	11	11	152	123
Emergency Assistance appointments	16	15	218	204
Emergency Assistance approved	1	2	23	42
Crisis intake clients	208	300	2,841	2,577
<i>Veterans' Services</i>				
Office Visits	12	8	134	48
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	50	95	385	706
Financial assistance applications*	3	1	71	40
<i>Food Pantry</i>				
Served (Households)	1,178	962	12,960	10,828
Unduplicated	239	340	2,916	3,478
New applications	39	28	419	238
Food Donations	42	42	420	858
<i>Community Center Walk-Ins</i>	152	158	1,583	1,822

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

Department Highlights

- In January, Director Imperato and Coordinator Orozco continued communication with local Veteran Organizations and attended the VFW 5151 Quarterly District meeting.
- The Veteran Group will enjoy lunch and hear from three speakers, Captel, VFW 5151, and Community Health Nurse Kramer on resources available to Veterans at the Veterans Group in March.
- On March 15, Human Services will be hosting the first wellness event for Veterans with the Office of Community Health at the Astor Avenue Community Center.
- The Community and Economic Development Association of Cook County (CEDA) conducted a site visit at the Astor Avenue Community Center and found no violations. It was also stated that the Astor Avenue Community Center has no denials and remains at Tier 1 status.
- Hanover Township was invited to participate again in the Northern Illinois Food Bank UNITE Cohort. The Cohort is used to bring new ideas, programs, and improvements to serving residents facing food insecurity. The first meeting is in February and the Cohort will meet through July.
- Volunteer Employment Specialist Karen Flaxman continues serving residents with employment needs. There was an increase in the number of residents needing employment services in January. Six residents were assisted with their employment search and four companies reached out seeking candidates for open positions.
- Planning continues for the 13th Annual Job Fair which is scheduled for March 27.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD



Report for January 2024

SERVICE PROVIDED	DECEMBER 2023	DECEMBER 2022	FYTD 2024	FYTD 2023
<i>Grant Funding</i>				
New clients	71	62	2,531	1,824
Ongoing clients	1,091	758	10,732	6,461
Closed cases	51	18	437	313
Prevention programming presentations	0	7	89	145
Number in audience	0	100	2,005	2,138
<i>TIDE</i>				
Participants	29	28	29	28
Rides	170	197	1,892	1,855

Department Highlights

- The Mental Health Board met on January 23 and allocated \$1,100,000 to 32 agencies and 47 programs for Fiscal Year 2025. The Mental Health Board also awarded \$1,500 in Staff Development Funding to Ray Graham Association.
- Manager Teachout notified all agencies that applied for annual funding the status of their application.
- All five rental units subsidized by the Mental Health Board are full.
- Two Hanover Landing residents were enrolled in the TIDE transportation program.
- A new AID Transportation rider was enrolled.
- Manager Teachout attended the Association of Community Mental Health Authorities of Illinois' Legislative Committee to learn about potential changes to the Community Mental Health Act and the Developmental Disability Committee to learn about workforce shortage strategies employed by other mental health boards.
- Manager Teachout attended Partners in Our Communities' monthly community-wide discussion.
- Manager Teachout and Mental Health Board member Michelle Esquivel conducted a Site Visit at the Hunter's Ridge Community Integrated Living Arrangement (CILA) home operated by Clearbrook.
- Manager Teachout attended the Regional Advisory Committee meeting on the Community Emergency Services and Support Act (CESSA).
- Manager Teachout met with Community Alternatives Unlimited to discuss workforce shortages and budget cuts in the field of developmental disabilities.
- Manager Teachout met with two new programs that serve Hanover Township to discuss the Mental Health Board and potential funding opportunities.
- Manager Teachout represented the Mental Health Board at the PADS of Elgin event.
- Manager Teachout participated in an Ad-hoc Committee and Executive Committee with the Association of Community Mental Health Authorities of Illinois.
- Manager Teachout provided virtual training for staff regarding reporting website usage.

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 January 2024

SERVICE PROVIDED	JANUARY 2024	JANUARY 2023	FYTD 2024	FYTD 2023
<i>Outreach & Prevention</i>				
Open Gym participants	386	27	4,992	863
Open Gym participants (unduplicated)	179	8	533	113
Alternative to Suspension referrals	0	27	182	300
Alternative to Suspension participants	160	271	1,182	1,566
Alternative to Suspension participants (unduplicated)	65	149	182	264
<i>Clinical</i>				
Therapy clients	270	579	2,710	4,445
Therapy clients (unduplicated)	73	171	767	1,418
New clients (unduplicated)	4	3	42	43
Clinical hours	179	345	2,257	3,091
Group session participants	88	132	509	965
<i>Tutoring Participants</i>				
Total	0	0	491	452
Unduplicated	0	0	244	233

*Includes Summer Camp participants.

Department Highlights

- Director Houdek, Assistant Director of Clinical Services Pamphile, and Human Resources Manager Callahan conducted a first round interview for the bilingual family therapist position.
- Human Resources Manager Callahan and Prevention Services Manager Dickinson conducted interviews for the Youth Program Assistants the week of January 8 and 22.
- Department staff and Township Administrator Barr conducted a second-round interview for the bilingual family therapist position on January 9.
- On January 10, Director Houdek participated in the Alignment Collaborative for Education Operating Board meeting.
- Director Houdek presented on mental health services at the Bartlett Rotary Club meeting on January 11.
- Department staff and Township Administrator Barr conducted a second-round interview for the Prevention Specialist position on January 16.
- Director Houdek met with Renee Dorn, Youth Services Program Director from Youth Services of Elk Grove Township to discuss youth programming and involvement in Association of Illinois Township Committees on Youth (AITCOY).
- Department staff attended the Recognition Award reception for Savannah Widmann on January 23.
- Director Houdek met virtually on January 30 with Sara Marx, Ela Township Director of Health and Wellness to discuss planning for the AITCOY Summer Olympics.
- Director Houdek and Director Kuttentberg attended the ribbon cutting ceremony for the new establishment Drip Therapy in Bartlett on January 31.

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 2/6/24 - 2/19/24

	Total
Total Town Fund	52,981.46
Total Senior Services Fund	25,914.09
Total General Assistance Fund	3,941.42
Total Road Maintenance Fund	16,704.90
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	13,868.18
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	2,767.00
Total Capital Fund	13,921.73
Total All Funds	130,098.78

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

February 6 - 19, 2024

Type	Date	Num	Name	Memo	Amount
10A · Town Assets					
1001650 · Prepaid Expense					
Check	02/13/2024	155626	Policy Engage	Track Bill Software - 101-4634	2,750.00
Total 1001650 · Prepaid Expense					2,750.00
Total 10A · Town Assets					2,750.00
1013 · Town Fund - Revenue					
1013440 · YFS - Tutoring Fees					
Check	02/16/2024	155699	Rizwan Syed	Tutoring Refund	90.00
Total 1013440 · YFS - Tutoring Fees					90.00
Total 1013 · Town Fund - Revenue					90.00
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	02/14/2024	155660	Access 1 Source	Inv# 100614 Monthly base clock connection fee (2 clocks)	326.00
Check	02/14/2024	155696	ProxiIT Technology Solutions	Inv #24000 February 2024 Managed IT Services	8,314.80
Total 1014430 · Computer Equipment & Software					8,640.80
Total 101CAP · Capital Expenditures					8,640.80
101CHN · Community Health					
1014452 · Office Supplies					
Check	02/14/2024	155675	Accurate Office Supply Co	Inv #609552 Highlighter, label tape	47.72
Check	02/14/2024	155675	Accurate Office Supply Co	Inv #603983 Poster, glue sticks	43.24
Total 1014452 · Office Supplies					90.96
1014453 · Printing					
Check	02/07/2024	155617	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 918373 Copy Charges LL	3.52
Total 1014453 · Printing					3.52
1014457 · Furniture and Computer Equip					
Check	02/07/2024	155618	Quench USA, Inc.	Inv# 6883296 Water Machine Rental 2/1-4/30	68.87
Total 1014457 · Furniture and Computer Equip					68.87
1014465 · Medical Supplies					
Check	02/06/2024	155514	McKesson Medical Surgical	Inv# 21565216 Needles, Lancets, Bandages	84.79
Check	02/06/2024	155514	McKesson Medical Surgical	Inv# 21670614 Alcohol Wipes	4.25
Check	02/07/2024	155616	McKesson Medical Surgical	Inv #21674359 Adrenalin	72.14
Check	02/07/2024	155616	McKesson Medical Surgical	Inv #21672344 Cholesterol diabetes tests	449.37
Total 1014465 · Medical Supplies					610.55

Hanover Township Board Audit Report

February 6 - 19, 2024

Type	Date	Num	Name	Memo	Amount
Total 101CHN · Community Health					773.90
101CVA · Community Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	139.20
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	25.47
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	11.23
Total 1014614 · Printing					175.90
1014619 · Office Supplies					
Check	02/07/2024	155615	Staples	Inv #3557004250 Toner	86.48
Check	02/13/2024	155650	Staples	Inv# 3557954172 Mousepad, Pens	40.75
Total 1014619 · Office Supplies					127.23
1014627 · Community Affairs					
Check	02/16/2024	155700	A1 Trophies & Awards	Inv# 18684 Namebadge	9.95
Check	02/16/2024	155701	Bartlett Sports	Inv# 6642 Township Uniform	24.00
Total 1014627 · Community Affairs					33.95
1014634 · Software					
Check	02/13/2024	155626	Policy Engage	Track Bill Software -	2,750.00
Total 1014634 · Software					2,750.00
Total 101CMA · Community Relations					3,087.08
Total 101CVA · Community Affairs					3,087.08
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	02/14/2024	155673	Ray O'herron Co., Inc.	Inv #2321539 Shirt and name bar	112.50
Total 1014803 · Uniforms					112.50
1014804 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	8.41
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	51.53
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	20.24
Total 1014804 · Printing					80.18
1014806 · Office Supplies					
Check	02/14/2024	155667	Flags USA LLC	Inv #115104 Flag, pole, and floor stand	283.00
Total 1014806 · Office Supplies					283.00
1014807 · Miscellaneous					
Check	02/06/2024	155521	Precise Printing Network, Inc.	Inv# 55065 HTES Recognition Plaque	111.81

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Type	Date	Num	Name	Memo	Amount
Check	02/14/2024	155663	A1 Trophies & Awards	Inv #18662 Annual award plaque	306.75
Total 1014807 · Miscellaneous					418.56
1014809 · Pre-Volunteer Screening					
Check	02/14/2024	155664	Air One Equipment, Inc.	Inv #202868 Respirator fit test	45.00
Total 1014809 · Pre-Volunteer Screening					45.00
1014810 · Travel					
Check	02/16/2024	155702	Bob Page	HTES Dedication Airfare	348.20
Total 1014810 · Travel					348.20
1014813 · Vehicle Fuel & Maintenance					
Check	02/14/2024	155664	Air One Equipment, Inc.	Inv #202825 Hydro test for air cylinders 9125	1,380.00
Check	02/14/2024	155665	Carol Stream Lawn and Power	Inv #507577 Panel replacement kits for snow blower	199.98
Total 1014813 · Vehicle Fuel & Maintenance					1,579.98
1014814 · Communications					
Check	02/14/2024	155685	Motorola Solutions Starcom21 Network	Inv# 8168120240102 Monthly Radio Fee - Feb	678.00
Check	02/16/2024	155704	Chicago Communications	Inv# 349110 Radio Programming	990.00
Total 1014814 · Communications					1,668.00
Total 101ES · ES - Expenditures					4,535.42
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	02/16/2024	155710	Illinois Counties Risk Management Trust	Inv# 512 Town Fund: Property, Liability, Workers Comp Premium	6,231.50
Total 1014503 · General Insurance					6,231.50
Total 101ISE · Insurance & Employee Benefits					6,231.50
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	02/14/2024	155695	Airdo Werwas LLC	Inv #190-0001-39466 Legal Fees	9,583.79
Check	02/14/2024	155695	Airdo Werwas LLC	Inv#190-0018-39469 Legal Fees	675.00
Check	02/14/2024	155695	Airdo Werwas LLC	Inv#190-0017-39468 Legal Fees	1,289.55
Check	02/14/2024	155695	Airdo Werwas LLC	Inv# 190-0005-39467 Legal Fees	3,218.40
Total 1014502 · Legal Services					14,766.74
Total 101LEA · Legal & Auditing					14,766.74
101MAIN · Facilities Maintenance					
1014202 · Office Supplies					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	1.34
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	1.61

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Type	Date	Num	Name	Memo	Amount
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	2.85
Total 1014202 · Office Supplies					5.80
1014205 · Janitorial Supplies					
Check	02/14/2024	155683	Bade Supply	Inv #81034 Paper towels, toliet tissue, liners	409.30
Check	02/14/2024	155683	Bade Supply	Inv #81294 Medium gloves	100.00
Total 1014205 · Janitorial Supplies					509.30
1014211 · Building Maintenance - Senior					
Check	02/14/2024	155682	Amperage Electrical Supply Inc	Inv #6585-2043980 Light sockets	67.53
Total 1014211 · Building Maintenance - Senior					67.53
1014214 · Equipment Maintenance - Senior					
Check	02/14/2024	155678	Major Appliance Service, Inc.	Inv #263564 Repairs to Senior Center kitchen diswasher	292.50
Check	02/14/2024	155680	Automatic Doors, Inc.	Inv #01-070-X Repairs to Senior Center rear handicapped doors	262.50
Check	02/14/2024	155691	Fox Valley Fire & Safety	Inv #661909 Feb security monitoring Senior Center	314.40
Total 1014214 · Equipment Maintenance - Senior					869.40
1014221 · Cell Phone/Communications					
Check	02/14/2024	155685	Motorola Solutions Starcom21 Network	Inv# 8168120240102 Monthly Radio Fee - Feb	88.00
Total 1014221 · Cell Phone/Communications					88.00
1014228 · Building Maintenance - Izaac					
Check	02/14/2024	155694	Home Depot, The 7816	PVC, fasteners	58.47
Check	02/14/2024	155694	Home Depot, The 7816	Wax ring, drill bits	76.09
Total 1014228 · Building Maintenance - Izaac					134.56
1014230 · Trash Removal - Izaac					
Check	02/07/2024	155623	Groot, Inc (54379)	Inv #11991153T107 Trash/Recycling Collection - February	266.96
Total 1014230 · Trash Removal - Izaac					266.96
1014236 · Trash Removal ES Station					
Check	02/07/2024	155622	Groot, Inc (605728)	Inv #11993642T107 Trash Recycling Collection HTES Feb 2024	348.88
Total 1014236 · Trash Removal ES Station					348.88
Total 101MAIN · Facilities Maintenance					2,290.43
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	02/06/2024	155518	Village of Bartlett	Acct# 63818 Bill# 830252 Water/Sewer Runzel Reserve	80.01
Check	02/14/2024	155672	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 12/14-1/16	860.75
Total 1014403 · Utilities - Town					940.76

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Type	Date	Num	Name	Memo	Amount
1014416 · Equipment Rental - Town					
Check	02/14/2024	155669	Leaf (618-010)	Inv# 16021311 January Town Hall Main Copier Lease	230.43
Total 1014416 · Equipment Rental - Town					230.43
Total 101THE · Town Hall Expense					1,171.19
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	02/07/2024	155615	Staples	Inv #3557004262 Stapler, sharpies, white out	39.43
Total 1014404 · Office Supplies					39.43
1014406 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	264.24
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	171.80
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	157.93
Total 1014406 · Printing					593.97
1014414 · Memberships, Subs & Publication					
Check	02/13/2024	155653	Township Clerks Assoc of Cook County	Annual Dues 2024 - K. Dolan Baumer	250.00
Total 1014414 · Memberships, Subs & Publication					250.00
1014424 · Education & Training					
Check	02/06/2024	155508	Center for Business Management	Inv# 171704 On Site Training Customer Service Seminar	1,900.00
Total 1014424 · Education & Training					1,900.00
1014520 · Consulting					
Check	02/14/2024	155659	Green Room Productions	Inv# 2737 Hanover Township Production Video (2)	3,700.00
Total 1014520 · Consulting					3,700.00
1014531 · Community Affairs					
Check	02/06/2024	155511	Kwik Print	Inv# 75112 Brochure EMS Dedication Programs	245.00
Check	02/14/2024	155668	James Harvey Photography	Inv #1737 Event photography for Emergency Services	225.00
Total 1014531 · Community Affairs					470.00
1014534 · Passport Services					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	58.90
Check	02/07/2024	155615	Staples	Inv #3557454739 Toner	203.81
Check	02/14/2024	155674	Staples	Inv #3558885288 Highlighters and staples for Passport office	52.87
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	9.91
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	32.36
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	28.01
Total 1014534 · Passport Services					385.86

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Type	Date	Num	Name	Memo	Amount
Total 101TOE · Town Office Expense					7,339.26
104ASR · Assessor's Division					
1044407 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	23.40
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	17.38
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	26.61
Total 1044407 · Printing					67.39
Total 104ASR · Assessor's Division					67.39
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094614 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Admin Copies Dec 2023-Jan 2024	172.05
Total 1094614 · Printing					172.05
1094617 · Equipment Maintenance					
Check	02/14/2024	155669	Leaf (618-010)	Inv# 16021311 January Youth and Family Main Copier Lease	164.02
Total 1094617 · Equipment Maintenance					164.02
1094621 · Recruitment and Pre Employment					
Check	02/07/2024	155621	Verify (XHANOV)	Inv# 1576984 Background Checks (4)	72.00
Total 1094621 · Recruitment and Pre Employment					72.00
1094624 · Client Mgmt Software					
Check	02/16/2024	155698	Kenneth Young Center	February CIS Maintenance	300.00
Total 1094624 · Client Mgmt Software					300.00
Total 109ADM · Administration & Clinical					708.07
109OUT · Outreach & Prevention					
1094644 · Travel					
Check	02/07/2024	155614	Ryan Dickinson	Mileage Reimbursement January 2024	77.05
Total 1094644 · Travel					77.05
1094656 · Youth Center Equipment					
Check	02/13/2024	155631	Canteen Rfrsh Svc 05637/002/00002 YFS ...	Inv# 265020 Water Machine Rental 2/5-3/3	51.49
Check	02/14/2024	155669	Leaf (618-010)	Inv# 16021311 January Youth and Family IWYC Copier Lease	164.02
Total 1094656 · Youth Center Equipment					215.51
1094658 · Youth Center Utilities					
Check	02/13/2024	155632	City of Elgin	Acct# 413720-6423 Water Monthly Charges 12/8-1/10	8.27

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Type	Date	Num	Name	Memo	Amount
Total 1094658 · Youth Center Utilities					8.27
1094659 · Youth Center Phone & internet					
Check	02/13/2024	155633	Comcast (276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 2/4-3/3	228.85
Total 1094659 · Youth Center Phone & internet					228.85
Total 109OUT · Outreach & Prevention					529.68
Total 109YFS · Youth & Family Services					1,237.75
Total 1014 · Town Fund - Expenditures					50,141.46
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	02/06/2024	155518	Village of Bartlett	Acct# 62447 Bill# 829838 Water/Sewer Senior Center	281.77
Check	02/16/2024	155703	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 1/3-2/1	3,783.35
Check	02/16/2024	155708	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 12/22-1/23	1,849.34
Total 1104524 · Utilities					5,914.46
1104527 · Equipment					
Check	02/07/2024	155618	Quench USA, Inc.	Inv# 6883296 Water Machine Rental 2/1-4/30	206.59
Total 1104527 · Equipment					206.59
1104528 · Office Supplies					
Check	02/06/2024	155507	Accurate Office Supply Co	Inv# 609028 Copy Paper, Pens	224.07
Total 1104528 · Office Supplies					224.07
1104533 · Printing					
Check	02/07/2024	155617	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 918373 Copy Charges LL	16.54
Check	02/07/2024	155620	COTG	Inv# 4988827 Front desk & library Copier Charges 12/25-1/24	109.57
Total 1104533 · Printing					126.11
Total 1104ADM · Administration					6,471.23
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	02/13/2024	155638	Get Fresh Produce, Inc	Congregate Food	673.61
Check	02/13/2024	155640	Gordon Food Service	Congregate Food	1,520.94
Check	02/13/2024	155645	Marilyn Perri (v)	Food For Cafe	70.09
Check	02/16/2024	155705	Get Fresh Produce, Inc	Congregate Food	813.63
Total 1105551 · Congregate Food					3,078.27
1105553 · Congregate Supplies					
Check	02/13/2024	155638	Get Fresh Produce, Inc	Congregate Supplies	60.10
Check	02/13/2024	155640	Gordon Food Service	Congregate Supplies	175.70

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Type	Date	Num	Name	Memo	Amount
Check	02/16/2024	155705	Get Fresh Produce, Inc	Congregate Supplies	20.82
Total 1105553 · Congregate Supplies					256.62
1105558 · Home Delivered Meals Food					
Check	02/13/2024	155638	Get Fresh Produce, Inc	HDM Food	673.62
Check	02/13/2024	155640	Gordon Food Service	HDM Food	1,520.95
Check	02/13/2024	155645	Marilyn Perri (v)	Food for HDM	70.09
Check	02/13/2024	155649	Pur Foods LLC dba Mom's Meals	Inv# MM01312024HT Special Dietary Meals (434)	3,183.18
Check	02/16/2024	155705	Get Fresh Produce, Inc	HDM Food	753.55
Total 1105558 · Home Delivered Meals Food					6,201.39
1105560 · Home Delivered Meals Supplies					
Check	02/13/2024	155638	Get Fresh Produce, Inc	HDM Supplies	54.30
Check	02/13/2024	155640	Gordon Food Service	HDM Supplies	175.71
Check	02/16/2024	155705	Get Fresh Produce, Inc	HDM Supplies	15.03
Total 1105560 · Home Delivered Meals Supplies					245.04
Total 1104NUT · Nutrition					9,781.32
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	02/06/2024	155507	Accurate Office Supply Co	Inv# 609028 Program Refreshments	53.92
Check	02/13/2024	155630	Bob Kalal	Music Performance 4/18/24	175.00
Check	02/13/2024	155639	Giuseppa Bartolomeo	Cooking Class Supplies 2/7	164.77
Check	02/13/2024	155640	Gordon Food Service	Programming Supplies	53.08
Check	02/13/2024	155643	LaVerne Bobkowski	Inv# 240411 Music Show 4/11/24 - Sentimental Journey	175.00
Check	02/13/2024	155646	Mark Lyons	Inv# 1034 Senior Presentation - Spring Garden Prep & Tools 3/26	175.00
Check	02/13/2024	155646	Mark Lyons	Inv# 1035 Senior Presentation - Vegetable Garden 4/16	175.00
Check	02/13/2024	155651	Tammy Cambra (v)	Mardi Gras Party Dessert Cakes (2)	50.85
Check	02/13/2024	155652	The Wildbird Shack	Senior Presentation - Apiary 101 4/1	200.00
Total 1104515 · Programming					1,222.62
1104520 · Volunteer Services					
Check	02/06/2024	155512	Larry Piemonte	Home Delivered Meals Mileage Reimbursement Jan	34.44
Check	02/06/2024	155513	Maureen Howard	Home Delivered Meals Mileage Reimbursement Jan	29.01
Check	02/06/2024	155515	Nicole Kelleher	Home Delivered Meals Mileage Reimbursement Aug-Jan	153.50
Check	02/06/2024	155517	Verify (XHTSSE)	Inv# 1568311 Background Checks Nov, Jan (21)	486.00
Check	02/13/2024	155635	Dorothy Archer	Home Delivered Meals Mileage Reimbursement Jan	94.14
Check	02/13/2024	155641	James Lemonides	Home Delivered Meals Mileage Reimbursement Jan	40.33
Check	02/13/2024	155648	Priscilla Dixon	Home Delivered Meals Mileage Reimbursement Jan	56.82
Check	02/14/2024	155662	Marlies Bellos	Home Delivered Meals Mileage Reimbursement Jan-Feb	142.58
Total 1104520 · Volunteer Services					1,036.82
1104526 · Senior Newsletter					
Check	02/14/2024	155661	USPS	Club 59 Newsletter Postage May/June	2,563.12

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Type	Date	Num	Name	Memo	Amount
Total 1104526 · Senior Newsletter					2,563.12
Total 1104PRO · Enrichment Programs					4,822.56
1104SOC · Social Services					
1104569 · Senior Home Care Program					
Check	02/13/2024	155642	Joann Gante (v)	Mileage Reimbursement Jan-Feb	27.54
Total 1104569 · Senior Home Care Program					27.54
1104992 · Dental, Vision & Life Insurance					
Check	02/13/2024	155647	Melissa Endean (v)	Refund for Overpayment on Insurance Deductions	39.38
Total 1104992 · Dental, Vision & Life Insurance					39.38
Total 1104SOC · Social Services					66.92
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	02/16/2024	155706	Kammes Auto & Truck Repair, Inc.	Inv# 143660 Brakes/High Beams Bus 137	3,250.22
Total 1104518 · Vehicle Maintenance					3,250.22
1104549 · Employee Screenings					
Check	02/06/2024	155517	Verify (XHTSSE)	Inv# 1568311 Background Checks Nov, Jan	18.00
Total 1104549 · Employee Screenings					18.00
1104551 · Training					
Check	02/13/2024	155644	Marcus Cox	RTAC Training 3/11/24 (8)	675.00
Check	02/13/2024	155644	Marcus Cox	RTAC Training 3/18/24 (8)	675.00
Total 1104551 · Training					1,350.00
1104692 · Dental, Vision & Life Insurance					
Check	02/13/2024	155629	Beth Evans (v)	Insurance Deductions Reimbursement	153.84
Total 1104692 · Dental, Vision & Life Insurance					153.84
Total 1104TRN · Transportation					4,772.06
Total 1104 · Aging Services - Expenditures					25,914.09
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	02/13/2024	155657	Staples	Inv# 3557454740 Gallon Tote, Copy Paper	85.78
Check	02/16/2024	155709	Staples	Inv# 3558885287 Toner	122.56
Check	02/16/2024	155709	Staples	Inv#3557954179 Toner	122.55
Check	02/16/2024	155709	Staples	Inv# 3557954178 Correction Tape/Post its	74.94
Check	02/16/2024	155709	Staples	Inv# 3558885286 Credit for inv 3557454740	-34.78

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Type	Date	Num	Name	Memo	Amount
Total 2024202 · Office Supplies					371.05
2024204 · Equipment					
Check	02/06/2024	155519	Quench USA, Inc.	Inv# 6956695 Water Machine Rental 2/4-3/3	48.75
Check	02/07/2024	155618	Quench USA, Inc.	Inv #6563282 Water Machine Rental 11/4/23-12/3/23	48.75
Check	02/14/2024	155669	Leaf (618-010)	Inv# 16021311 January Astor Copier Lease	164.02
Total 2024204 · Equipment					261.52
2024205 · Travel & Training					
Check	02/13/2024	155654	Assoc of General Assistance Caseworkers	ITAGAC 2024 Educational Conference - Imperato	35.00
Check	02/13/2024	155655	Assoc of General Assistance Caseworkers	ITAGAC 2024 Educational Conference - Orozco	35.00
Check	02/13/2024	155656	Assoc of General Assistance Caseworkers	ITAGAC 2024 Educational Conference - Corona	35.00
Total 2024205 · Travel & Training					105.00
2024507 · Professional Services					
Check	02/13/2024	155658	Verify (XHANGA)	Inv# 1558324 Background Checks (5)	90.00
Total 2024507 · Professional Services					90.00
2024510 · Miscellaneous					
Check	02/07/2024	155619	Bartlett Sports	Inv #6639 Uniform jacket	31.00
Total 2024510 · Miscellaneous					31.00
Total 2024ADM · Administration					858.57
2024HOM · Home Relief					
2024102 · Rent					
Check	02/13/2024	6486	Spring Lakes Estates	October 2023 Rent	765.00
Total 2024102 · Rent					765.00
2024106 · Travel Expenses					
Check	02/13/2024	6485	State Farm Salah, Neal	Transportation Assistance	32.96
Total 2024106 · Travel Expenses					32.96
Total 2024HOM · Home Relief					797.96
202PAN · Pantry					
1014161 · Utilities					
Check	02/06/2024	155520	Village of Hanover Park	Acct 3940-001 Water/Sewer 1/24	44.75
Check	02/14/2024	155666	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 1/4-2/2	719.44
Check	02/14/2024	155670	Nicor 75	Acct# 75-08-57-1000 4 (Meter 2) Monthly Charges 12/13-1/12	167.40
Check	02/14/2024	155671	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 12/13-1/12	143.12
Total 1014161 · Utilities					1,074.71
1014166 · Trash Removal					

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Type	Date	Num	Name	Memo	Amount
Check	02/07/2024	155624	Groot, Inc (69323)	Inv# 11990614T107 Trash Collection Astor Feb	1,210.18
Total 1014166 · Trash Removal					1,210.18
Total 202PAN · Pantry					2,284.89
Total 2024 · Human Services - Expenditures					3,941.42
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034705 · Dues, Subs & Publications					
Check	02/14/2024	155681	Continental Weather Svc	Inv# 195587 Weather Forecasting - Feb	150.00
Total 3034705 · Dues, Subs & Publications					150.00
3034710 · Community Affairs					
Check	02/14/2024	155688	Cirba Solutions Services	Inv# K1294529-00MP Battery recycling program	790.24
Total 3034710 · Community Affairs					790.24
3034711 · Utilities					
Check	02/07/2024	155625	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 1/3-2/1	172.37
Check	02/14/2024	155693	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 1/9-2/7	22.19
Total 3034711 · Utilities					194.56
Total 3034ADM · Administration					1,134.80
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	02/14/2024	155685	Motorola Solutions Starcom21 Network	Inv# 8168120240102 Monthly Radio Fee - Feb	88.00
Check	02/14/2024	155689	Central Parts Warehouse	Inv# 715742B Plow blades	589.01
Check	02/14/2024	155690	Colliflower Inc	Inv #2237084 Hydraulic hose fittings	556.25
Total 3034602 · Operating Supplies & Materials					1,233.26
3034606 · Engineering					
Check	02/14/2024	155697	Commercial Funding Inc.	Road resurfacing project engineering - Jan	1,529.64
Check	02/14/2024	155697	Commercial Funding Inc.	Road resurfacing project engineering - Jan	9,250.83
Total 3034606 · Engineering					10,780.47
3034610 · Street Lighting					
Check	02/06/2024	155509	Com Ed 051	Acct# 5619024051 Monthly Charges 12/28-1/29	49.22
Check	02/14/2024	155692	Com Ed 116/152	Acct# 0045120152 Street Lights 1/5-2/5	207.90
Total 3034610 · Street Lighting					257.12
Total 3034ROD · Road Maintenance					12,270.85
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					

Hanover Township Board Audit Report

February 6 - 19, 2024

Type	Date	Num	Name	Memo	Amount
Check	02/14/2024	155677	Grainger	Inv #9007466155 Replacement gauges	185.41
Check	02/14/2024	155679	Kammes Auto & Truck Repair, Inc.	Inv #143399 Truck 504 repairs	444.40
Check	02/14/2024	155679	Kammes Auto & Truck Repair, Inc.	Inv #143511 Truck 505 repairs	2,666.97
Check	02/14/2024	155694	Home Depot, The 7816	Check valve	2.47
Total 3034609 · Maintenance Vehicles & Equip					3,299.25
Total 303EQM · Equipment					3,299.25
Total 3034 · Road Maintenance - Expenditures					16,704.90
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054014 · Equip / Database					
Check	02/13/2024	155636	DreamCo Design	Inv# 30585 Monthly Website Hosting/Labor Fee	600.00
Total 5054014 · Equip / Database					600.00
5054541 · Printing					
Check	02/06/2024	155510	Elite Document Solutions	Inv# 8944 Copies Dec 2023-Jan 2024	19.39
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8646 Copies August 2023	52.19
Check	02/14/2024	155676	Elite Document Solutions	Inv# 8330 Copies February 2023	25.60
Total 5054541 · Printing					97.18
Total 5054ADM · Administration					697.18
5054SVC · Service Contracts					
5054162 · Tide Transportation					
Check	02/13/2024	155628	A#1 Cab Dispatch Inc	Tide Transportation - January Invoices	2,213.00
Total 5054162 · Tide Transportation					2,213.00
5054177 · Staff Development Grant Fund					
Check	02/13/2024	155634	Community Alternatives Unlimited	Staff Development Funds - Arc Conference Attendance (28)	3,000.00
Check	02/13/2024	155637	Easter Seals DuPage & Fox Valley Region	Staff Development Funds - PT Training Attendance (3)	2,695.00
Total 5054177 · Staff Development Grant Fund					5,695.00
5054205 · Mental Health Housing					
Check	02/13/2024	155627	UP Hanover Landing, LP	Inv# March2024 Hanover Landing Rent Subsidy - March 2024	5,263.00
Total 5054205 · Mental Health Housing					5,263.00
Total 5054SVC · Service Contracts					13,171.00
Total 5054 · Mental Health - Expenditures					13,868.18
7004 · Vehicle Replcmnt - Expenditures					
7004408 · Vehicle Purchase					
Check	02/16/2024	155707	Mark Your Space, Inc.	Inv# 10572 Vehicle 9125 Lettering Decals	2,467.00

Hanover Township Board Audit Report

February 6 - 19, 2024

Type	Date	Num	Name	Memo	Amount
Total 7004408 · Vehicle Purchase					2,467.00
7004540 · Bus Purchase					
Check	02/06/2024	155516	Pace	Inv# 631345 Bus Lease	100.00
Check	02/06/2024	155516	Pace	Inv# 631396 Bus Lease	100.00
Check	02/06/2024	155516	Pace	Inv# 631404 Bus Lease	100.00
Total 7004540 · Bus Purchase					300.00
Total 7004 · Vehicle Replcmnt - Expenditures					2,767.00
8084 · Capital Projects - Expenditures					
8084414 · Emergency Services Station					
Check	02/07/2024	155613	FGM Architects	December Progress payment- Emergency Services project	2,340.00
Check	02/14/2024	155696	ProxiT Technology Solutions	Inv #24000 HTES IT Equipment and Cable Install Labor Fees	375.00
Check	02/14/2024	155686	Cummins Sales and Service	Inv #F2-39080 EMA station back up generator repairs	4,780.90
Total 8084414 · Emergency Services Station					7,495.90
8084415 · Senior Center Improvements					
Check	02/14/2024	155697	Commercial Funding Inc.	Phase III Campus expansion project engineering	2,106.82
Total 8084415 · Senior Center Improvements					2,106.82
8084425 · Building & Perm Improvements					
Check	02/14/2024	155684	Sherwin-Williams	Inv #9455-0 Painters tape	22.94
Check	02/14/2024	155687	William Burdick	Refinish of Senior Center activity room floor	4,140.00
Check	02/14/2024	155694	Home Depot, The 7816	Drywall compound, faceplates, electrical boxes	108.24
Check	02/14/2024	155694	Home Depot, The 7816	Electrical tape, faceplates, shims	47.83
Total 8084425 · Building & Perm Improvements					4,319.01
Total 8084 · Capital Projects - Expenditures					13,921.73
TOTAL					130,098.78



- 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 Trustees Beattie, Noyola, and Martinez, and Supervisor McGuire. Trustee Essick was absent.

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, Community Affairs Director Tom Kuttentberg, Emergency Services Deputy Chief Lonnie Williams, Youth and Family Services Director Tina Houdek, Deputy Administrator Kristin Vana, Assistant to the Administrator Hailey Matich, Administrator James Barr, Emergency Services Director Mike Crews, and Attorney Mike Airdo. Also present were representatives from R-B Youth Foundation, the Knights of Columbus Mary's Millennium Council, Knights of Columbus Ladies Auxiliary, the Emergency Services unit, family of Mr. Jacob Ihnen, and representatives of the Boy Scouts Troop #10 of Elgin.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand for the posting of the colors by the Boy Scouts Troop #10 Color Guard who led those gathered 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. Supervisor McGuire closed the Town Hall.

At this time, Supervisor asked for and received concurrence from the Board members to move item IV.E. a resolution declaring February 8, 2024 Boy Scouts of American Day in Hanover Township to item IV.A.

- IV. Presentations:
 - A. A motion was made by Trustee Beattie to approve a resolution declaring February 8, 2024 Boy Scouts of America Day in Hanover Township; motion seconded by Trustee Martinez. Roll call on the motion: Ayes: Trustees Beattie, Noyola, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
 - B. The Board thanked the R-B Youth Foundation and thanked them for their contributions to the Township holiday programming in 2023.
 - C. Hanover Township holiday programming was made richer by the participation of the Knights of Columbus, Mary's Millennium Council. The Board thanked them for their participation and generous support.
 - D. Christmas programs at Hanover Township were made possible in part by the Knights of Columbus, Mary's Millennium Council of St. John the Evangelist Catholic Church. The Board thanked them and recognized their support.
 - E. Clerk Dolan Baumer administered the oath of office to new Emergency Services Officer Jacob Ihnen.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire thanked staff on the great ribbon cutting ceremony at the new Emergency Services building. He and Human Services staff are continuing to work through fire response for single family home fires with the American Red Cross.
 - B. Clerk's Report: Clerk Dolan Baumer reported that the Township Officials of Cook County would meeting next February 29 to discuss the upcoming spring conference.
 - C. Assessor's Report: Assessor Moinuddin offer no report.
 - D. Trustee Committee Liaison Reports: No reports were offered.
- E. Department Reports: Reports were submitted to the Board for review during the January 23, 2024 meeting; highlights since then included Director Kuttentberg reporting that the Metropolitan Township Association lobby day would be held on May 1. The Supervisor's Community Service awards applications

are now being accepted. The state of the village with Hoffman Estates President McCloud would be held on February 21 at the Now Center. Deputy Administrator Vana reported that Disability Services Coordinator Metsig has been coordinating with various agencies to bring onsite services. Activities are being held in the community room and the exercise equipment is onsite and being used. Manager Teachout reported that the annual service contract for funding have been set and new this year are Haymarket, Gigi's Playhouse and the Ark of Illinois. Director Conway reported that the department recruited a home delivered meals driver as a result of the recent volunteer information fair. As a result of the discussions with Spanish-speaking residents in the Hanover Park area, the request for additional programming has been made such as social groups to be held at the Park District center. Representative Crespo met with them regarding outreach opportunities. Recruitment for a bus driver to fill a vacancy is ongoing. Director Houdek reported that Open Gym would be held March 25-29. The joint activity with the Streamwood Park District has 44 registrants for the upcoming tournament. A master's level intern is slated to start with the department on August 24. Tutoring began with 72 students. She will be attending an ATCOY workshop on February 22. Director Imperato reported that while she and Ms Orozco were presenting at the VFW 5151, they were asked to present to and train veterans officers in our area. Nurse Kramer will hold a veterans wellness event next month. 47 employers registered for the March 27 job fair. Senator Castro is sponsoring a heart health screening this month, reported Director Smith. The Red Cross Blood Drive would be held on February 15. Deputy Chief Williams reported that there were 14 calls this month: 9 fire, 3 traffic, one police assist and one pump out, and of course, the cadre was on snow patrol, as well. 1,023 hours of training have been logged. Thank you to the Board and residents for the new quarters. Director Hanson reported that the department has turned its focus to the main house on the adjoining property. Exterior projects such as siding repairs, asphalt, shingle, etc. are being worked on. Draining is being installed at the station. Next, they will start working on the Human Resource office suite. Administrator Barr reported that Director Crews had been in an accident on his way back from a training event. He is well, and expected back soon. The mid-year Finance Committee meeting was held and a recommendation of the Budget and Appropriations Ordinance would be presented to the Board based on discussions at the meeting. Planning for the Township strategic planning sessions will begin in the next few months. During his absence next week, Deputy Vana will be acting Administrator.

- V. Bill Paying: Mr. Barr presented the bills for payment from January 23, 2024 through February 5, 2024 as follows:

a.	Town	\$33,951.60
b.	Senior Services	32,120.14
c.	General Assistance	8,393.88
d.	Road Maintenance	3,060.16
e.	Senior Citizens Svcs.	95.88
e.	Mental Health Board	11,894.47
f.	Capital	<u>3,103.40</u>
	Total	<u>\$92,619.53</u>

A motion was made by Trustee Martinez and seconded by Trustee Noyola, to approve payment of the bills as presented from January 23, 2024 through February 5, 2024. Roll call: Ayes: Trustees Beattie, Martinez, and Noyola, and Supervisor McGuire. Motion carried. None. Motion carried and the bills will be paid.

- VI. Unfinished Business: No other business was discussed.

- VII. New Business:

- A. Board Meeting Minutes of January 23, 2024: Clerk Dolan Baumer presented the Board meeting minutes of January 23, 2024 for review and approval. Trustee Beattie moved to approve the Board meeting minutes of January 23, 2024 as presented; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, and Noyola, and Supervisor McGuire. Nays: None. Motion carried.

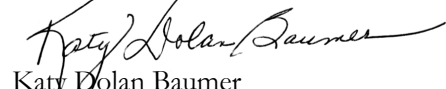
Minutes of a Meeting of the Hanover Township Board

Tuesday, February 6, 2024

Page 3

- B. Resolution declaring February Black History Month: Trustee Noyola moved that the Board approve a resolution declaring February Black History Month in Hanover Township; Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, and Noyola, and Supervisor McGuire. Nays: None. Motion carried.
 - C. Consideration of the Rohrssen Road Bridge Project: Director Hanson led the Board through a presentation of the multi-year rebuilding project of the Rohrssen Road Bridge project. This was for information purposes only at this time. The Supervisor asked that staff reach out to Representative Krishnamoorthi regarding support and funds from the bi-partisan infrastructure bill.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business:
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:30 p.m. was made by Trustee Martinez and seconded by Trustee Noyola, followed by a roll call vote. Ayes: Trustees Beattie, Martinez, and Noyola, 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

Hanover Township

Tentative Budget and Appropriation Ordinance

Ordinance

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2024** AND ENDING **MARCH 31, 2025**.
BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

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

1. GENERAL TOWN FUND

Beginning Balance April 1, 2024		3,088,355
Estimated Revenues		
3000	Property Tax	4,657,000
3100	Replacement Tax	62,000
3250	Interest Income	50,000
3300	Other Income	5,000
3700	Disability Services Income	32,000
3350	Rent	3,000
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	32,000
3440	YFS - Tutoring Fees	6,000
3445	YFS - MHB Contracts	114,000
3800	Emergency Services Conference	2,000
3450	Community Health Fees	13,500
3451	Community Affairs Revenue	8,000
3952	Passport Fees	205,000
Total Estimated Revenues		5,194,000
Total Estimated Funds Available		8,282,355
Budgeted Expenditures		
	Administrative Services	2,370,400
	Community Affairs	292,700
	Emergency Services	222,540
	Assessor's Office	158,100
	Facilities Division	705,360
	Community Health	208,900
	Youth and Family Services	1,236,000
Total Expenditures/Appropriations		5,194,000
Estimated Cash on Hand March 31, 2025		3,088,355
Expenditures/Appropriations		
4301	Compensation of Officials	90,200
Town Hall Administration Expense		
4401	Postage	4,000
4404	Office Supplies	6,500
4406	Printing	7,500
4408	Salaries	582,000
4412	Travel	5,000
4414	Memberships, Subs, Pubs	12,500
4420	Pre-Employment Charges	1,000
4424	Education & Training	40,000
4429	Miscellaneous	10,000
4520	Consulting Fees	20,000
4530	Financial Administration	68,000
4531	Community Affairs	6,000
4532	Committee on Youth	3,000
4534	Passport Services	17,000
4535	Legal Notices	1,000
4560	Contingency	50,000
4591	Health Insurance	60,000
4592	Dental, Vision & Life Insurance	4,200
4593	Unemployment	3,000
4594	IMRF Expense	24,000
4595	FICA Expense	17,700
4596	Ancillary Benefits	14,800
Total Town Hall Administration Expense		957,200

Town Hall Expense			
4402	Telephone	9,000	
4403	Utilities	20,000	
4404	Internet Access	12,000	
4405	Equipment Rental	7,000	
Total Town Hall Expense			48,000
Legal/Auditing			
4501	Auditing	15,000	
4502	Legal Services	190,000	
Total Legal/Auditing			205,000
Insurance & Employee Benefits			
4411	Employee Assistance Program	3,900	
4503	General Insurance	190,000	
4507	Flex Plan & 457 Plan	4,000	
4508	Employee Referral Program	8,000	
4514	Employee Recognition	5,000	
4513	Employee Wellness	8,000	
Total Ins & Employee Benefits			218,900
Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	155,000	
4540	Facility Lease	11,100	
4541	Transfer to Vehicle Fund	105,000	
4537	Transfer to GA Fund	5,000	
4547	Transfer to Capital Fund	555,000	
Total Capital Expenditures & Transfers			851,100
Total Administrative Services			2,370,400
Community Affairs			
4608	Salaries	159,000	
4611	Education & Training	2,200	
4614	Printing	700	
4615	Postage	550	
4617	Equipment & Furniture	1,300	
4619	Office Supplies	1,300	
4623	Phone & Internet	600	
4624	Travel	2,400	
4625	Communications	50,000	
4626	Community Service Awards	2,200	
4627	Community Affairs	6,500	
4628	Historical Maker Program	2,400	
4629	Dues & Subscriptions	650	
4631	Community Festivals	18,000	
4632	Miscellaneous	1,000	
4633	Social Media Archive and Distribution	4,000	
4634	Technology Application	3,000	
4635	Consulting	1,000	
4636	Website Services	10,050	
4691	Health Insurance	7,200	
4692	Dental, Vision & Life Insurance	1,400	
4693	Unemployment	1,000	
4694	IMRF Expense	6,350	
4695	FICA Expense	4,900	
4701	Veterans Honor Roll	5,000	
Total Community Affairs			292,700

Emergency Services			
4801	Salaries	81,150	
4802	Equipment	32,000	
4803	Uniforms	6,000	
4804	Printing	1,500	
4805	Postage	200	
4806	Office Supplies	1,500	
4807	Miscellaneous	1,000	
4808	Education & Training	6,000	
4809	Pre-Volunteer Screening	2,000	
4810	Travel	1,000	
4811	Station Utilities	10,000	
4812	Volunteer Appreciation	7,500	
4813	Vehicle Fuel & Maintenance	25,000	
4814	Communications & Dispatch	24,000	
4815	Software	3,500	
4891	Health Insurance	13,220	
4892	Dental, Vision & Life Insurance	690	
4893	Unemployment	330	
4894	IMRF Expense	3,450	
4895	FICA Expense	2,500	
Total Emergency Services			222,540
Assessor's Office			
4405	Office Supplies	3,500	
4407	Printing	650	
4409	Salaries	120,000	
4411	Equipment	3,000	
4413	Travel	5,000	
4415	Dues, Subs & Publications	3,000	
4419	Training	4,000	
4426	Miscellaneous	1,000	
4433	Professional Services	250	
4491	Health Insurance	7,200	
4492	Dental, Vision & Life Insurance	200	
4493	Unemployment	700	
4494	IMRF Expense	5,000	
4495	FICA Expense	3,600	
4525	Communications	1,000	
Total Assessor's Office			158,100
Facilities Division			
4200	Salaries	399,000	
4202	Office Supplies	400	
4205	Janitorial Supplies	12,500	
4209	Building Contracts	17,500	
4210	Building Maintenance - Town	7,000	
4211	Building Maintenance - Senior	8,000	
4212	Building Maintenance - Astor	4,000	
4213	Equipment Maintenance - Town	5,000	
4214	Equipment Maintenance - Senior	17,000	
4215	Equipment Maintenance - Astor	2,200	
4216	Equipment Purchase and Rental	3,000	
4217	Education & Training	1,500	
4218	Vehicle Maintenance	4,000	
4219	Vehicle Fuel	9,000	
4220	Seasonal Projects Assistance	28,000	
4221	Cell Phone / Communications	5,000	
4222	Trash Removal - Town	5,000	
4223	Trash Removal - Senior	6,000	
4225	Grounds/Reserve Maintenance	18,000	
4226	Uniforms	1,500	
4227	Miscellaneous	1,000	
4228	Building Maintenance - Izaak	3,000	
4229	Equipment Maintenance - Izaak	2,000	
4230	Trash Removal - Izaak	3,000	
4231	Dues & Subscription	600	
4232	Work Order Software	6,000	
4233	Recruitment & Pre Employment	1,000	
4234	Building Maintenance - ES Station	2,000	
4235	Equipment Maintenance - ES Station	2,000	
4236	Trash Removal - ES Station	3,000	
4291	Health Insurance	85,100	
4292	Dental, Vision & Life Insurance	5,500	
4293	Unemployment	4,010	
4294	IMRF Expense	19,000	
4295	FICA Expense	14,550	
Total Facilities Division			705,360

Community Health			
4450	Salaries	144,000	
4451	Postage	350	
4452	Office Supplies	1,500	
4453	Printing	1,200	
4454	Travel & Training	2,000	
4455	Dues, Subs & Publications	500	
4456	Community Affairs	2,750	
4457	Equipment	2,500	
4459	Professional Services	4,000	
4461	Miscellaneous	1,000	
4462	License/Professional Insurance	200	
4465	Medical Supplies	11,800	
4466	Communications	800	
4491	Health Insurance	15,800	
4492	Dental, Vision & Life Insurance	2,100	
4493	Unemployment	1,350	
4494	IMRF Expense	9,900	
4495	FICA Expense	7,150	
Total Community Health			208,900
Youth and Family Services			
Administration & Clinical			
4608	Salaries	558,000	
4611	Education & Training	6,000	
4612	Consulting Fees	3,600	
4613	Answering Service	1,200	
4614	Printing	1,000	
4615	Postage	250	
4616	Books and Journals	400	
4617	Equipment Maintenance	2,600	
4618	Psychiatric backup	9,000	
4619	Office Supplies	4,000	
4620	Community Affairs	3,500	
4621	Recruitment & Pre-Employment	5,000	
4622	Miscellaneous	500	
4623	Travel	3,000	
4624	Client Mgmt Software	3,600	
4626	Equipment and Furniture	3,000	
4628	Tutoring	27,500	
4629	Dues & Subscriptions	500	
4691	Health Insurance	60,150	
4692	Dental, Vision & Life Insurance	5,500	
4693	Unemployment	5,600	
4694	IMRF Expense	23,300	
4695	FICA Expense	17,800	
Total Administration & Clinical			745,000
Outreach & Prevention			
4627	Open Gym Program	8,000	
4628	Open Gym Salaries	165,000	
4640	Salaries	216,000	
4643	Education & Training	2,000	
4644	Travel	3,700	
4645	Printing	500	
4649	Professional Services	1,200	
4650	Program Supplies	2,000	
4651	Cell Phones	3,000	
4652	Substance Abuse Prevention Program	3,200	
4655	Transportation	300	
4656	Youth Center Equipment	3,000	
4657	Youth Center Programs	2,000	
4658	Youth Center Utilities	7,200	
4659	Youth Center Phone & Internet	3,500	
4791	Health Insurance	39,500	
4792	Dental, Vision & Life Insurance	3,450	
4793	Unemployment	4,300	
4794	IMRF Expense	11,250	
4795	FICA Expense	11,900	
Total Outreach & Prevention			491,000
Total Youth & Family Services			1,236,000
Total Town Fund Expenses/Appropriations			5,194,000

2. SENIOR CITIZEN SERVICES FUND

Beginning Balance April 1, 2024

1,055,555

Estimated Revenues

3000	Property Tax	1,326,200
3250	Interest Income	20,000
3300	Other Income	6,000
3325	AID Transportation Fees	32,500
3330	Mental Health Grants	75,000
3350	LIHEAP Fees	10,000
3355	Senior Health Insurance Grant	7,000
3425	Senior Center & Transportation Grants	42,800
3426	Congregate Nutrition Grant	147,980
3450	Transfer From Road Maintenance	155,000
3455	Memory Café Grant	7,500
3500	Senior Programs	230,000
3501	Congregate Meal Donations	60,000
3502	Senior Home Care Program	60,000
3504	Home Delivered Meals Grant	176,820
3505	Home Delivered Meals Donations	32,000
3507	Material Fees	14,500
3508	Nutrition Event Catering	2,000
3509	Lending Closet	16,000
3510	Home Delivered Meals MHB Funding	25,000

Total Estimated Revenue

2,446,300

Total Estimated Funds Available

3,501,855

Total Expenditures/Appropriations

2,471,300

Estimated Cash on Hand March 31, 2025

1,030,555

Expenditures

Administration

4517	Salaries	171,000
4523	Recruitment	2,500
4524	Utilities	64,000
4525	Telephone & Internet	1,000
4527	Equipment	12,500
4528	Office Supplies	7,000
4529	Postage	2,000
4530	Printing	4,000
4534	Dues, Sub & Publications	3,000
4535	Travel	2,000
4536	Education & Training	1,000
4537	Custodial Services	17,500
4538	Community Affairs	2,000
4539	Miscellaneous	1,000
4541	Transfer to Capital Fund	25,000
4591	Health Insurance	18,800
4592	Dental, Vision & Life Insurance	160
4593	Unemployment	990
4594	IMRF Expense	7,125
4595	FICA Expense	5,240

Total Administration

347,815

Enrichment Programs			
4515	Programming	192,000	
4520	Volunteer Services	18,000	
4526	Senior Newsletter	15,000	
4532	Visual Arts	10,000	
4534	Program Salaries	285,200	
4535	Program Training	1,000	
4536	Program Staff Travel	500	
4891	Health Insurance	60,900	
4892	Dental, Vision, & Unemployment	2,825	
4893	Unemployment	2,305	
4894	IMRF Expense	11,080	
4895	FICA Expense	8,730	
Total Programs			607,540
Social Services			
4516	Social Services Supplies	1,000	
4519	Senior Assistance	3,000	
4560	Psychiatric Services	500	
4561	Salaries	238,500	
4562	Training	1,000	
4563	Travel	500	
4564	Senior Health Ins Program	5,000	
4565	Memory Café	5,000	
4566	Client Software	13,500	
4567	Senior Home Care Program	96,000	
4991	Health Insurance	64,640	
4992	Dental, Vision, & Life Insurance	4,120	
4993	Unemployment	2,305	
4994	IMRF Expense	14,020	
4995	FICA Expense	10,130	
Total Social Services			459,215
Nutrition			
5550	Nutrition Salaries	175,500	
5551	Congregate Food	90,000	
5552	Congregate Equipment	1,500	
5553	Congregate Supplies	15,000	
5554	Training	500	
5555	Travel	500	
5558	Home Delivered Meals Food	124,000	
5559	Home Delivered Meals Equipment	2,500	
5560	Home Delivered Meals Supplies	11,500	
5561	Event Catering	1,000	
5791	Health Insurance	3,600	
5792	Dental, Vision & Life Insurance	690	
5793	Unemployment	1,975	
5794	IMRF Expense	7,250	
5795	FICA Expense	5,425	
Total Nutrition			440,940
Transportation			
4513	Alternative Transportation	1,000	
4518	Vehicle Maintenance	56,460	
4546	Salaries	389,500	
4547	Dispatch Software	18,200	
4550	Telephone	5,500	
4551	Training	1,000	
4552	Fuel	42,000	
4553	Uniforms	1,000	
4554	Travel	500	
4555	Employee Screenings	2,250	
4691	Health Insurance	63,130	
4692	Dental, Vision & Life Insurance	5,500	
4693	Unemployment	2,965	
4694	IMRF Expense	15,205	
4695	FICA Expense	11,580	
Total Transportation			615,790
Total Senior Citizen Services Fund Appropriations			2,471,300

3. GENERAL ASSISTANCE FUND

Beginning Balance April 1, 2024		894,045
Estimated Revenues		
3000	Property Tax	488,000
3100	Replacement Tax	7,000
3250	Interest Income	16,000
3300	Other Income	8,000
3325	CEDA - LIHEAP	8,000
3350	Transfer from Town Fund	5,000
Total Estimated Revenues		532,000
Total Estimated Funds Available		1,426,045
Total Expenditures/Appropriations		872,880
Estimated Cash on Hand March 31, 2025		553,165
Expenditures		
Home Relief		
4102	Rent	100,000
4103	Utilities	20,000
4105	Personal Essentials	18,000
4106	Travel Expenses	8,000
4110	Burial	1,500
4107	Medical	25,000
4116	Catastrophic Insurance Premium	3,500
4117	Miscellaneous	100
4119	Emergency Assistance	115,000
Total General Assistance Home Relief		291,100
Community Health		
4215	Salaries	90,780
4291	Health Insurance	13,220
Total Community Health		104,000
Administration		
4201	Salaries	215,000
4202	Office Supplies	5,500
4204	Equipment	4,000
4205	Travel & Training	5,000
4206	Postage	200
4210	Printing	1,500
4212	Dues & Publications	750
4213	Community Affairs	1,000
4507	Professional Services	4,500
4509	Volunteer Appreciation	2,000
4510	Miscellaneous	500
4511	Phone & Internet	3,000
4591	Health Insurance	19,400
4592	Dental, Vision & Life Insurance	1,500
4593	Unemployment	1,000
4594	IMRF Expense	9,200
4595	FICA Expense	6,600
Total General Assistance Administration		280,650
Pantry		
4460	Salaries	54,500
4461	Utilities	9,500
4462	Custodial Services	17,500
4463	Trash Removal	12,000
4464	Equipment	10,000
4465	Pantry Refrigerated Vehicle	80,000
4391	Health Insurance	8,600
4392	Dental, Vision & Life Insurance	700
4393	Unemployment	330
4394	IMRF Expense	2,300
4395	FICA Expense	1,700
Total Pantry		197,130
Total General Assistance Fund Appropriations		872,880

4. COMMITTEE FOR SENIOR SERVICES

Beginning Balance April 1, 2024			79,624
Estimated Revenues			
3600	Gift Shop	15,000	
3605	Soda/Snack Vending	1,500	
3610	Party/Bingo Raffles	1,200	
3625	Restaurant Fundraisers	2,000	
3630	Sepcial Events	1,500	
3635	Interest	1,000	
Total Estimated Revenues			<u>22,200</u>
Total Estimated Funds Available			101,824
Total Expenditures/Appropriations			<u>53,200</u>
Estimated Cash on Hand March 31, 2025			48,624
Expenditures			
5100	Gift Shop	2,000	
5105	Soda/Snack Vending	1,300	
5110	Gift Cards	3,000	
5115	Social Services Support	2,000	
5120	Donations	500	
5125	Entertainment	1,000	
5130	Raffle Expense	100	
5135	Bingo Expense	2,000	
5140	Transportation	2,800	
5145	Special Events	2,500	
5155	Scholarship	500	
5165	Community Relations	2,500	
5170	Miscellaneous	2,000	
5175	Special Projects	31,000	
Total Committee for Senior Services			53,200

5. MENTAL HEALTH FUND

Beginning Balance April 1, 2024		1,193,342
Estimated Revenues		
3000 Property Tax	1,493,752	
3100 Replacement Tax	18,000	
3250 Interest Income	20,000	
3300 Other Income	1,000	
3850 Tide Transportation Fee	12,000	
3950 AID Transportation Fees	1,000	
Total Estimated Revenues		<u>1,545,752</u>
Total Estimated Funds Available		2,739,094
Budgeted Expenditures		
Service Contracts	1,640,500	
Administration	153,700	
Total Expenditures/Appropriations		<u>1,794,200</u>
Mental Health Fund		
Estimated Cash on Hand March 31, 2025		944,894

Expenditures		
Service Contracts		
4100 CAC Forensic and Advocacy	22,000	
4102 CAC Family Support	12,000	
4103 CAC Safe from the Start	23,000	
4104 CCC Shelter	27,000	
4105 CCC Counsel	40,000	
4108 AID Supportive Employment	47,000	
4113 Clearbrook Day Services	10,000	
4123 Easter Seals	82,000	
4130 Northwest CASA	12,000	
4131 AID Transportation	32,500	
4132 Ecker Therapy Services	20,000	
4133 Ecker Crisis Services	80,000	
4135 Ecker Center/Substance	45,000	
4136 HTYFS Psychiatric Back-up	7,000	
4137 HTYFS Alt. to Suspension	25,000	
4138 Contract Support Services	110,000	
4139 HTYFS Substance Abuse	52,500	
4141 Shelter Inc Healthy Families	12,000	
4142 Centro de Informacion	32,500	
4146 Bridge YFS - Crisis Intervention	5,000	
4148 FSA Therapy Services	45,000	
4158 Summitt Center	16,000	
4162 TIDE Transportation	28,000	
4165 Alexian / Ascension - Psych	27,400	
4166 PADS of Elgin	40,000	
4167 HTSS - Senior MH	57,000	
4175 WINGS Transitional Shelter	6,000	
4177 Staff Development Fund	30,000	
4179 Challenge Grant Fund	60,000	
4180 Capital Grant Fund	145,000	
4185 Little City Foundation	5,200	
4190 Maryville Academy	20,000	
4200 Kenneth Young Center	8,200	
4201 Journeys - Hope Center	6,400	
4203 Clearbrook - Residential	12,500	
4204 Eater Seals: Family Support	24,000	
4205 Mental Health Housing	135,000	
4207 Girl Scouts of Northern IL - Outreach	14,000	
4208 About Change Recovery	12,800	
4209 Elderday	5,000	
4210 Ray Graham Association	20,000	
4221 HTSS Home Delivered Meals	25,000	
4222 HTYFS Bilingual Therapist	27,500	
4223 Marklund	25,000	
4225 Community Alternatives Unlimited	15,000	
4226 Fellowship Housing	5,000	
4227 AARA	41,500	
4228 HTAS Senior in Home Care	42,000	
4229 Partners In Our Communities	12,000	
4400 Community Crisis Center Childrens	5,000	
4401 Community Crisis Economic Crisis	5,000	
4402 Kenneth Young Center MCR	7,000	
4403 Gigi's Playhouse	12,500	
4404 Haymarket	4,000	
Total Service Contracts		1,640,500

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	6,000	
4005	Training	1,000	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	70,500	
4012	Office Supplies	2,500	
4013	Postage	9,000	
4014	Equip / Database	4,500	
4537	Community Relations	2,500	
4538	Miscellaneous	500	
4539	Dues	4,000	
4540	Special Events	1,000	
4541	Printing	10,000	
4544	Consultants	3,000	
4591	Health Insurance	21,000	
4592	Dental, Vision and Life Insurance	700	
4593	Unemployment	350	
4594	IMRF Expense	6,000	
4595	FICA Expense	5,500	
Total Administration			153,700
Total Mental Health Fund Appropriations			1,794,200

6. ROAD FUND

896,871

Beginning Balance April 1, 2024

Estimated Revenues			
3000	Property Tax	890,450	
3100	Replacement Tax	56,000	
3250	Interest Income	15,000	
3255	Grants	500,000	
3300	Permits and Fines	1,000	
3400	Traffic Enforcement Fees	1,000	
3500	Other	1,000	
Total Estimated Revenues			1,464,450

Total Estimated Funds Available 2,361,321

Budgeted Expenditures

Road Maintenance	1,650,000
Equipment	81,500
Bridge Maintenance	5,000
Buildings	35,000
Administration/Transfers*	295,300

Total Expenditures/Appropriations 2,066,800

Estimated Cash on Hand March 31, 2025

294,521

Expenditures

Road Maintenance			
4600	Controlled Substance Test	1,500	
4601	Salaries	228,000	
4602	Operating Supplies & Materials	25,000	
4603	Fuel	20,000	
4606	Engineering	633,000	
4607	Contract Work	650,000	
4610	Street Lighting	8,000	
4614	Signs, Stripping & Tree Removal	14,500	
4616	Salt	70,000	
Total Road Maintenance			1,650,000

Equipment

4604	Machine Rental	1,500
4608	Equipment Purchase	40,000
4609	Maintenance Vehicles & Equip	40,000

Total Equipment 81,500

Bridge Maintenance

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

Buildings

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

Total Buildings 35,000

Administration

4700	Postage	1,000
4701	Legal	20,000
4702	Liability Insurance	30,000
4704	Phone and Data	1,500
4705	Dues, Subscriptions & Publications	1,000
4706	Travel	500
4707	Printing	500
4708	Training & Conferences	1,000
4709	Uniforms and Safety Equipment	1,500
4710	Community Affaris	4,000
4711	Utilities	6,000
4712	Miscellaneous	1,000
4713	Recruitment	1,500
4714	Office Supplies	500
4716	Transfer to Sr Transportation*	155,000
4717	Transfer to Vehicle Fund*	30,000
4791	Health Insurance	20,000
4792	Dental, Vision & Life Insurance	1,900
4793	Unemployment	2,900
4794	IMRF Expense	8,500
4795	FICA Expense	7,000

Total Administration 295,300

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

Total Road Fund Appropriations 2,066,800

7. IMRF FUND

Beginning Balance April 1, 2024		123,875
Estimated Revenues		
3000 Property Tax	225,450	
3250 Interest Income	<u>1,550</u>	
Total Estimated Revenues		<u>227,000</u>
Total Estimated Funds Available		350,875
Budgeted Expenditures/ Appropriations		
4508 IMRF	<u>227,000</u>	
Total Expenditures/ Appropriations		<u>227,000</u>
Estimated Cash on Hand March 31, 2025		123,875

8. SOCIAL SECURITY FUND

Beginning Balance April 1, 2024		80,952
Estimated Revenues		
3000 Property Tax	183,000	
3250 Interest Income	<u>800</u>	
Total Estimated Revenues		<u>183,800</u>
Total Estimated Funds Available		264,752
Budgeted Expenditures/ Appropriations		
4522 Social Security	<u>183,800</u>	
Total Expenditures/ Appropriations		<u>183,800</u>
Estimated Cash on Hand March 31, 2025		80,952

9. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2024		562,802
Estimated Revenues		
3250 Interest Income	7,000	
3440 Bus Fares & Donations	8,000	
3450 Transfer from Road Maintenance*	30,000	
3460 Transfer from Town Fund	<u>105,000</u>	
Total Estimated Revenues		<u>150,000</u>
* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10		712,802
Total Estimated Funds Available		
Budgeted Expenditures		
4408 Vehicle Purchase	55,000	
4540 Senior Bus Purchase	<u>160,000</u>	
Total Expenditures/ Appropriations		<u>215,000</u>
Estimated Cash on Hand March 31, 2025		497,802

10. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2024		1,335,915
Estimated Revenues		
3445 Grant	500,000	
3450 From Senior Services Fund	25,000	
3455 From Town Fund	<u>555,000</u>	
Total Estimated Revenues		<u>1,080,000</u>
Total Estimated Funds Available		2,415,915
Budgeted Expenditures		
4414 Tiknis Campus Expansion	650,000	
4415 Senior Center Equipment	25,000	
4420 Izaak Walton Reserve	60,000	
4425 Building & Permanent Improvements	100,000	
4430 Loan Repayment	<u>755,000</u>	
Total Expenditures/ Appropriations		<u>1,590,000</u>
Estimated Cash on Hand March 31, 2025		825,915

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

GENERAL TOWN FUND	5,194,000
SENIOR CITIZEN SERVICES FUND	2,471,300
GENERAL ASSISTANCE FUND	872,880
MENTAL HEALTH FUND	1,794,200
COMMITTEE FOR SENIOR SERVICES	53,200
ROAD FUND	2,066,800
IMRF FUND	227,000
FICA FUND	183,800
VEHICLE REPLACEMENT FUND	215,000
CAPITAL PROJECTS FUND	1,590,000

TOTAL APPROPRIATIONS **14,668,180**

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES
SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN

SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF

Fourteen Million Six Hundred Sixty Eight Thousand One Hundred Eighty
(\$14,668,180) FOR THE FISCAL YEAR ENDING MARCH 31, 2025.

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

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

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

ADOPTED ON FEBRUARY 20 2024 AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS,
BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____
Nays _____
Absent _____

Supervisor

Township Clerk

CERTIFICATION

I, Kathleen Dolan Baumer , do hereby certify that I am Clerk of the Hanover Township,
Cook County, Illinois and that the foregoing is a true, correct and exact copy
of Ordinance No. 2024-_____ adopted and approved by the Board of Trustees of
said Township at the regular meeting, duly and legally called, and held February 20, 2024, as
the same appears in the records in my possession and custody as such clerk.

Dated this February 20, 2024

Township Clerk