



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
September 17, 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. Presentations
 - A. Cook County Emergency Management Certification
 - B. Swearing In of Emergency Services Officers
- 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 September 3, 2024
 - B. Resolution Proclaiming Hispanic Heritage Month
 - C. Resolution Declaring September Senior Center Month
 - D. Consideration of November 5, 2024 Township Board Meeting
 - E. Update on Strategic Planning Initiative
- 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.

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Passports</i>	305	421	1,708	1,874
Photo Fees	\$3,570	\$4,500	\$19,110	\$19,640
Fee deposits	\$10,991	\$15,085	\$61,215	\$69,975
<i>Fishing/Hunting licenses</i>	0	2	24	37
<i>Handicap Placards</i>	23	23	99	81
<i>Vehicle Sticker Renewals</i>	45	36	268	165
<i>Human Resources Requests</i>	112	110	610	635
<i>New Employee Orientations</i>	3	1	19	23
<i>Technology work orders</i>	47	49	302	315
<i>Resident Contacts</i>	1,763	1,884	8,991	10,174
<i>Percent of Budget Expended (100% of year)</i>	7.7%	4.5%	31.7%	30.2%
<i>Hanover Landing Client Contacts (Duplicated)</i>	95	N/A*	534	N/A*

* Reporting began April 1, 2024

Department Highlights

- Human Resources Manager Callahan completed 3 new hire orientations: Janay Barney and Kimberly Stourton (Aging Services), and Katelyn Aleman (Youth and Family Services).
- Human Resources Manager Callahan participated in first round interviews for the Nutrition Assistant, Bilingual Therapist, and Youth Program Assistant/ Driver positions.
- The Annual All Staff Picnic was held on August 27. Approximately 70 employees attended the annual employee appreciation event. During the event employees participated in several games and competitions.
- Hanover Landing continues to provide weekly gatherings for tenants, in addition to providing referral services on-site. Disability Services Coordinator Bartels coordinated with Aging Services Transportation and took 7 Hanover Landing residents to Aldi with the Northern Illinois Food Bank to learn how to grocery shop effectively while on a budget.
- Deputy Township Administrator Vana and Assistant to the Administrator Matich facilitated the internal Information Technology workgroup with staff and ProxIT staff on August 5. A review and discussion of the Township's hardware, software, and IT practices occurred as the first step to develop an IT Strategic Plan.
- Township Administrator Barr, Deputy Township Administrator Vana, Human Resources Manager Callahan, Director of Aging Services Conway and Social Services Manager Gomez met to discuss the newly awarded AgeOptions funding and reviewed staffing needs as well as office spaces for new staff.
- Deputy Township Administrator Vana, Director Imperato, and Director Crews met with the Streamwood Fire Department to share and discuss the Human Services' Residential Fire Response Program.
- Township Administrator Barr, Deputy Township Administrator Vana, Human Resources Manager Callahan and Assistant to the Administrator Matich participated in interviews for the Public Management Intern in August. Grace Chafee began her internship with Administrative Services in September.
- Deputy Township Administrator Vana and Human Resources Manager Callahan met with the Township's risk management representative, Mark Bell, from Insurance Program Managers Group (IPMG) to review the Township's most recent claims and to review both in-person and virtual trainings available for employees through IPMG's educational portal.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Programming Division</i>				
Planned programs	256	264	1,240	1,264
Participants	1,988	1,913	9,419	8,452
Participants (unduplicated)	621	602	1,218	1,125
Wait listed (duplicated)*	43	21	444	125
New volunteers	1	2	12	10
Total volunteers (unduplicated)	147	137	198	176
Volunteer hours reported	2,055	2,210	10,345	9,459
<i>Nutrition Division</i>				
Meals served	2,205	2,284	11,689	10,212
Meals delivered by volunteers	3,224	3,195	16,279	14,585
Clients served (unduplicated)	707	696	1,252	1,234
<i>Social Services Division</i>				
Clients served (unduplicated)	137	138	602	551
Clients served (duplicated)	219	228	1,221	1,065
Energy Assistance	12	15	61	96
Prescription drugs & health insurance assistance	98	105	554	496
Social Service programs	10	9	51	51
Social Service program participants	111	96	588	575
Lending Closet transactions	124	143	659	698
Home Services direct care hours	121.5	82.5	248.5	247.5
<i>Transportation Division</i>				
One way rides given	923	1,123	5,466	5,572
Clients served (unduplicated)	153	159	308	350
New riders	19	29	308	350
Unmet requests for rides	33	31	224	152

*Prior year report lists only the first program participants are waitlisted for. Duplicated includes all programs a single participant is waitlisted for.

Department Highlights

- Art Instructors Kay and Krall welcomed over 150 participants to the annual HT Creates Artist Reception featuring live entertainment, complimentary refreshments, and artists on August 1
- The Izaak Walton League sponsored Archery Day on August 3 for ten participants.
- The department welcomed two Nutrition Assistants: Janay Barney on August 5 and Kimberly Stourton on August 19.
- Several Township staff members and Representative Fred Crespo toured Casa Central, a social service agency focused on service to the older adult Hispanic communities, on August 13.
- Social Services Specialist Endean and Volunteer & Program Coordinator Murillo attended the ElderWerks Aging Better Expo on August 14.
- Instructor Jim Murrell's Computers Made Easy class on Keeping Your Computer Safe from Spam, Hackers and Scammers class had thirteen participants on August 22.
- Transportation Manager Kazeos hosted the monthly Men's Social Circle on August 22 for 16 participants to view the Chicago Cubs win while enjoying a Chicago-style hot dogs and popcorn.

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

OFFICE OF THE ASSESSOR



Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Administration</i>				
Office visits	235	276	1,207	1,794
Building permits processed	338	354	3,351	1,232
Change of Name	2	0	30	44
Property tax appeals	1	14	1	187
Certificates of Error	62	26	523	345
Property location updates	0	0	1	0
Sales Recording	0	0	0	435
New owner mailing	419	0	419	208
<i>Exemptions</i>				
Homeowner exemptions	0	14	85	235
Senior homeowner exemptions	0	12	66	200
Senior Freeze exemptions	0	66	257	835
Disabled Veteran exemptions	0	6	45	62
Disabled person exemptions	0	5	7	55
Miscellaneous exemptions	0	0	2	11

Department Highlights

- The total number of email addresses on the Assessor's Office contact list is now 2,621 after 17 new contacts were added in August.
- Deputy Assessor Cedillo attended the Illinois Property Assessment Institute's Northeast Regional Conference from August 7-9 and received Continuing Education Credits for an Illinois Tax Policy Exam Course.
- Assessor Moinuddin and Chief Deputy Assessor Silverstein attended the Lenoci Reserve Community Meeting on August 20.
- Chief Deputy Assessor Silverstein attended an Illinois Property Assessment Institute Webinar on Preferential Assessments on August 21.

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 August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Website Visits (total)</i>	8,748	5,541	26,399	22,650
<i>Website Visits (unique)</i>	8,350	5,225	23,157	26,551
<i>Facebook Followers (new and total FYTD)</i>	44	53	6,188	5,587
<i>Facebook Reach</i>	27,142	17,651	90,142	95,150
<i>X (Twitter) Followers (new and total FYTD)</i>	15	3	1,431	1,415
<i>YouTube Views</i>	260	189	795	1,071
<i>Media Releases</i>	5	6	21	21

*(Twitter is no longer offering analytics to non-premium accounts)

Department Highlights

- The Office of Community Affairs (OCA) assisted in the coordination and promotion of the National Night Out event at the Izaak Walton Reserve on August 6.
- Director Kuttenberg participated in a virtual meeting hosted by Cook County Board President Toni Preckwinkle on August 7 for county northwest and west municipal and Township leaders. County staff provided a briefing on benefit programs for county residents.
- Director Kuttenberg attended the Bartlett Area Chamber of Commerce ribbon cutting ceremony for “& More Paper Goods” on August 7, at 138 S. Oak Avenue in Bartlett.
- Director Kuttenberg joined Township Administrator Barr and Director Houdek in a virtual meeting on August 8 with a staff member from the State of Illinois to discuss Medicaid reimbursement for Township youth and family therapy appointments.
- Director Kuttenberg joined Director Hanson in attending a meeting at Hilltop Elementary School on August 8 regarding the construction of a new U-46 Middel School adjacent to Hilltop Elementary School.
- The Township hosted a congressional roundtable for Congressman Krishnamoorthi and Congresswoman Ramirez on August 12 at the Senior Center.
- Office of Community Affairs staff met with staff from the Department of Administrative Services on August 13 to discuss strategies for communicating the extended passport hours on Tuesdays.
- Office of Community Affairs staff interviewed intern candidates on August 16 for the Fall Semester.
- Director Kuttenberg virtually attended the August 20 meeting of the Association of Community Mental Health Boards of Illinois Legislative Committee where they recapped legislation from the spring session, the budget, and previewed the November Veto Session.
- The Office of Community Affairs coordinated the Township’s first Monthly Mobile Food Truck Event with My Cocina on August 20. Staff, volunteers, and residents were able to order lunch from the food truck while the Township promoted the local business.
- The Township hosted the rescheduled concert of Rosie and The Rivets on August 22 at the Izaak Walton Reserve. Nearly 100 people attended.
- Charlize Younglove concluded her internship with the Office of Community Affairs on August 23. Charlize joined the Township in January as a student with Elgin Community College. She will be attending DePaul University in the fall.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Appointments</i>				
ProTimes	7	7	25	34
TB skin test	5	15	28	24
Cholesterol	4	2	54	18
Pharmaceutical Assistance Programs	0	0	0	0
Miscellaneous labs	19	7	88	31
Wellness Screening (BP, diabetes, anemia)	58	39	261	168
Other	76	101	436	331
<i>Clinic Clients</i>				
Senior Center/ home visits	137	144	717	471
Astor Avenue	1	16	43	61
Offsite clinics	29	7	89	66
Total clients (unduplicated)	52	67	388	259
<i>Public Education & Health Promotion</i>				
Media coverage	0	1	2	3
Informational seminars/Program	5	6	28	24
Program Participants	113	151	988	718
<i>Primary Care Provider Support</i>	1	2	8	6

Department Highlights

- Director Smith and Community Health Nurse Kramer provided 21 home visits for residents in the month of August.
- The Office of Community Health provided laboratory services for 9 residents at The Oaks lab clinic in the month of August.
- Community Health Nurse Kramer attended Bartlett's National Night Out on August 6 and provided information on Community Health programs and services to attendees.
- Community Health Nurse Kramer provided a weekly balance exercise class for residents that focused on fall prevention and stretching.
- Community Health Director Smith provided CPR training for 9 Youth & Family Services employees on August 12.
- The Office of Community Health hosted the American Red Cross for a blood drive on August 15 and collected 29 units of blood.
- Community Health Nurse Kramer provided EpiPen and bloodborne pathogen training for 7 Youth & Family Services employees on August 19.
- Community Health Director Smith met with Bartlett Fire Chief Gabrenya on August 21 to discuss home based health services that can be provided for residents with complex medical needs.
- Community Health Director Smith provided free preventive health screenings for 16 residents at the Poplar Creek Library on August 22.

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 August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Hours</i>				
Volunteer Detail Hours	592	636	3,884	2,871
Volunteer Work Hours	1,055	549	7,185	2,436
Volunteer Training Hours	210	157	1,262	552
<i>Total Volunteer Hours</i>	1,857	1,342	12,331	5,859
<i>Details</i>				
Emergency Call Outs	23	18	127	110
Safety Patrols	0	1	2	3
Township Sponsored Events	1	0	2	4
Other Community Events	6	7	23	27
Miscellaneous	1	0	3	0
<i>Total Details</i>	31	26	157	144

The Department of Emergency Services is in the process of updating all Fiscal Year 2024 report statistics.

Department Highlights

- HTES Officers responded to a structure fire in Hanover Park on August 1.
- HTES Officers provided traffic management at an accident in Hoffman Estates on August 2.
- HTES Officers responded to a structure fire in Schaumburg on August 3 providing bottle refill.
- HTES Officers responded to a search for a missing person in DuPage County on August 4, providing multiple drone flights.
- HTES Officers responded to a structure fire in Elgin on August 4 providing bottle refill and decontamination.
- HTES Officers responded to a structure fire in Huntley on August 5 providing bottle refill and hose rolling.
- HTES Officers responded to a search for a missing person in Fox River on August 6.
- HTES Officers responded to an apartment complex in Schaumburg with significant flooding providing salvage work on August 6.
- Director Crews met with staff from Bartlett Police Department on August 7 to discuss emergency planning.
- HTES Officers responded to a structure fire in Roselle on August 8.
- HTES Officers responded to a search for a missing person in Crete on August 8, providing multiple drone flights. HTES was successful in locating the person via drone camera in a cornfield.
- HTES Officers provided traffic management for multiple wires down in Bartlett on August 9.
- HTES Officers responded to structure fires in Carpentersville and Roselle on August 11.
- HTES Officers responded to a structure fire in East Dundee on August 13.
- HTES Officers responded to two structure fires in Schaumburg in August providing bottle refill and decontamination.
- HTES Officers performed a search for a missing person in Roscoe on August 14.
- HTES hosted a multi-jurisdiction agency drone training on August 16.
- Director Crews met with the Director of Emergency Services of Hillside on August 20.
- Director Crews facilitated a disaster exercise with officials from Elgin Police and Fire depts on August 27.
- In the last week of August, HTES Officers responded to structure fires in Carpentersville, Roselle, Streamwood, Elgin, and Hanover Park.

Hanover Township Mission Statement:

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Administration</i>				
Vehicle service calls	0	1	4	11
Work orders	598	437	2,956	1,933
Event set-ups/tear downs	221	164	1,076	679
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,155	5,281	22,881	24,256
Town Hall	12,840	12,000	52,740	48,780
Senior Center	40,730	39,281	198,398	202,965
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0.00*	0.00*	291.11	325.91
Town Hall	11.52	9.39	749.78	895.27
Senior Center	783.52	699.30	4,851.78	7,397.81
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	0	0

*No usage of furnace due to warm weather.

Department Highlights

- Facilities and Road Maintenance staff completed the preparation setup, staffing, and breakdown of the Izaak Walton Reserve 2024 National Night Out.
- Director Hanson along with Director Kutenberg attended the Hilltop site development public meeting hosted by School District U-46. This meeting included discussions on updated information on the property purchase, building design, and current construction plans for the new Junior High School to be built near the Hilltop Elementary school property. The meeting was well attended by many Chapel Creek subdivision residents as well as other residents from the immediate area surrounding the planned development.
- Director Hanson, Facilities Technician Enzenbacher, and Road Maintenance Associate Crane complete the setup and breakdown of the Walters-Lenoci Reserve Community meeting. Director Hanson spoke with a number of residents regarding suggestions and concerns involving the Reserve.
- Director Hanson managed the Izaak Walton Youth Center floor resurfacing project. This included scheduling and taking delivery of two temporary storage units, removal of all office and common area furniture. The floor was completed the first week of September.
- Director Hanson met with Berna Architects and structural engineers to discuss ideas and a design and engineering quote for repair or replacement of the Izaak Walton Youth Center rear retaining walls.
- Director Hanson, Township Administrator Barr, Deputy Township Administrator Vana, and Grounds and Facilities Associate Martens conducted a Tiknis Campus and expansion property walk-through to review completed improvements and discuss additional ideas for continuing work.

DEPARTMENT OF HUMAN SERVICES



Report for August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>General Assistance</i>				
General Assistance clients	9	9	40	44
General Assistance appointments	15	10	76	82
Emergency Assistance appointments	39	28	158	93
Emergency Assistance approved	2	2	13	8
Crisis intake clients	271	264	1,095	1,156
<i>Veterans' Services</i>				
Office Visits	14	13	84	68
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	27	0	168	191
Financial assistance applications*	8	4	19	22
<i>Food Pantry</i>				
Served (Households)	1,478	1,388	6,981	6,024
Unduplicated	247	397	1,396	1,623
New applications	49	35	237	183
Food Donations	52	64	181	232
<i>Community Center Walk-Ins</i>	133	133	728	721

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

Department Highlights

- The backpack distribution was the largest to date. Human Services distributed 2,552 new backpacks filled with school supplies.
- The Summer Lunch Program distributed 492 lunches this past summer.
- Director Imperato presented at the Senior Citizens Services Committee on programs available through Human Services.
- On August 21, Director Imperato in coordination with Julie Villarreal from Wheeling Township hosted a General Assistance and Emergency Assistance Advanced Training to 70 Metropolitan Township Association members at Elk Grove Township.
- The Outreach Coordinator from Veteran Affairs Hines Hospital toured the Astor Avenue Community Center this month and, in the future, will start keeping hours at Astor Avenue, the fourth Monday of each month from 10:00am – 2:00pm.
- In August, 23 Veterans attended a trip to Cantigny followed by lunch. The monthly veteran group attendance continues to increase.
- Director Imperato with the Illinois Township Association of General Assistance Caseworkers hosted a workshop at Warren Township where more than 50 caseworkers attended presentations from Chicago Legal Aid and Prairie State Legal Services.
- The food pantry hosted a Special Food Event sponsored by St. John's for the Labor Day Holiday with 153 families in attendance.
- Case Manager Corona tendered her resignation. Her last day will be Friday, September 27.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD



Report for August 2024

SERVICE PROVIDED	JULY 2024	JULY 2023	FYTD 2024	FYTD 2023
<i>Grant Funding</i>				
New clients	155	204	1,827	1,698
Ongoing clients	969	1,452	3,020	3,942
Closed cases	103	53	341	1,265
Prevention programming presentations	0	7	0	16
Number in audience	0	55	0	159
<i>TIDE</i>				
Participants	5	29	31	29
Rides	6*	240	558	654

*Effective June 15, A1 Taxi, the provider of the TIDE Program closed their doors. The TIDE program transitioned to temporary Uber vouchers and began working with eligible riders to enroll in the Rideshare Access Program through the Regional Transportation Authority.

Department Highlights

- The Mental Health Board met on August 27 and awarded the following:
 - \$25,000 in Capital Funds to Summit School to replace the original windows of the building.
 - \$877.50 in Capital Funds to Easterseals of DuPage & Fox Valley to purchase electrical stimulation equipment that assist in physical therapy.
 - \$2,099 in Staff Development Funds to About Change Recovery for two staff to attend a conference about substance use treatment innovations.
 - \$3,000 in Staff Development Funds to Ecker Center for Behavioral Health to train the whole staff in Crisis Prevention Training.
 - \$500 in sponsorship to Just for the Health of It Health and Wellness Expo.
- The Mental Health Board also approved contracting American Taxi to be the new provider of the TIDE program and adopted a waiver and release for all riders.
- The Mental Health Board also approved a contract with Good Works, LLC to provide nonprofit midlevel leadership coaching to funded agencies through the next calendar year.
- The Mental Health Board approved a contract with Northern Illinois University Center for Governmental Studies to conduct the triannual Needs Assessment.
- Manager Teachout hosted the Human Services Coordinating Council on August 21.
- On August 1 and 2, Manager Teachout attended the Association of Community Mental Health Authorities of Illinois' quarterly training and business meeting.

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 August 2024

SERVICE PROVIDED	AUGUST 2024	AUGUST 2023	FYTD 2025	FYTD 2024
<i>Outreach & Prevention</i>				
Open Gym participants	126	54	2,887	2,490
Open Gym participants (unduplicated)	40	27	369	376
Alternative to Suspension referrals	0	0	97	159
Alternative to Suspension participants	0	8	476	624
Alternative to Suspension participants (unduplicated)	0	8	98	159
<i>Clinical</i>				
Therapy clients	229	260	1,219	1,268
Therapy clients (unduplicated)	79	78	458	322
New clients (unduplicated)	6	7	24	22
Clinical hours	189	232	914	1,251
Group session participants	0	0	280	0
<i>Tutoring Participants</i>				
Total	7	4	199	130
Unduplicated	7	4	77	61

Department Highlights

- Director Houdek and Assistant Director of Clinical Services Pamphile met with staff from Alexian Brothers Behavioral Health Hospital review the psychiatric services agreement.
- Substance Abuse Prevention Specialist Moreno attended the Tefft Middle School Back to School event on August 1.
- Manager Dickinson and Coordinator Enciso met with the new administration from Laurel Hill Elementary School to discuss the Open Gym Program and other services provided by the Township.
- Manager Dickinson and Coordinator Enciso met with the new principal of Hanover Countryside, Sandra Flor Vasquez on August 6 to discuss the Open Gym Program.
- The department hosted National Night Out at the Izaak Walton Youth Reserve with 172 attendees.
- The department partnered with the Streamwood Park District to host a back to school event on August 8.
- Assistant Director of Clinical Services Pamphile and Manager Dickinson attended Parkwood Elementary School's back to school event on August 9.
- Prevention staff including Youth Program Assistants participated in CPR training on August 12 and EPI Pen and Blood Borne Pathogens training on August 19.
- Department staff participated in a Cultural Competency training on August 13.
- Therapists Zak and Escutia presented at the Association of Illinois Township Committees On Youth Business Meeting on August 22. The workshop was "Bridging the Gap: A Family Therapy Overview".
- Youth Program Assistants Vargas and Torres attended Sunnydale Elementary School back to school event on August 22.
- Manager Dickinson met with Marcy Murphy, Director of Transportation from U-46 on August 27 to discuss transportation opportunities for Open Gym at the Izaak Walton Youth Center.
- Manager Dickinson met with the WINGS organization on August 29 to discuss potential programming and presentations they could provide during teen nights at the Izaak Walton Youth Center.

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 9/3/24 -9/16/24

	<u>Total</u>
Total Town Fund	58,067.49
Total Senior Services Fund	14,941.69
Total General Assistance Fund	5,179.25
Total Road Maintenance Fund	8,115.01
Total Committee for Senior Citizens Services	79.92
Total Mental Health Board Fund	24.58
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	100.00
Total Capital Fund	24,894.59
Total All Funds	<u><u>111,402.53</u></u>

Supervisor

Town Clerk

Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

September 3 - 16, 2024

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	09/13/2024	158714	ProxiT Technology Solutions	Inv# 24292 Annual Email Protection/Archiving	2,205.00
Check	09/13/2024	158714	ProxiT Technology Solutions	Inv# 24273 August Network Labor/Antivirus/Data Backup	9,205.33
Total 1014430 · Computer Equipment & Software					11,410.33
Total 101CAP · Capital Expenditures					11,410.33
101CHN · Community Health					
1014452 · Office Supplies					
Check	09/10/2024	158638	Accurate Office Supply Co	Inv# 621720 File Folders (2 boxes)	85.56
Total 1014452 · Office Supplies					85.56
1014453 · Printing					
Check	09/11/2024	158679	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 966970 Copier Charges	4.76
Total 1014453 · Printing					4.76
1014465 · Medical Supplies					
Check	09/03/2024	158527	McKesson Medical Surgical	Inv# 22552549 TB Test, Wound Care, Lancets, Gloves, Cholesterol Kits	588.82
Check	09/10/2024	158672	Stericycle, Inc	Inv# 8008219265 Sharps disposal service	563.13
Total 1014465 · Medical Supplies					1,151.95
Total 101CHN · Community Health					1,242.27
101CVA · Community Affairs					
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Department IPAD Data Service	36.01
Total 1014617 · Equipment & Furniture					36.01
1014625 · Communications					
Check	09/10/2024	158637	Breese Journal & Publishing Company	Inv# 155969 Fall/Winter Hanover Happenings Newsletter Printing	7,197.73
Total 1014625 · Communications					7,197.73
1014627 · Community Affairs					
Check	09/13/2024	158708	Signs by Tomorrow	Inv# 31434 Office Signage (4)	101.85
Total 1014627 · Community Affairs					101.85
1014631 · Community Festivals					
Check	09/10/2024	158640	Austin Hopkins	Fall Food Festival 2024 Musical Performance	300.00
Check	09/10/2024	158641	Big Tent Events	Order #85937 Fall Food Truck Festival 2024 Table & Chair Rental	887.00
Check	09/10/2024	158645	Euclid Beverage	Inv# W-4050895 Fall Food Truck - Beverage Trailer/Supplies	1,873.60

Hanover Township Board Audit Report

September 3 - 16, 2024

Type	Date	Num	Name	Memo	Amount
Total 1014631 · Community Festivals					3,060.60
1014632 · Miscellaneous					
Check	09/10/2024	158674	Verify (XHANOV)	Inv# 1616307 Background Checks	18.00
Total 1014632 · Miscellaneous					18.00
Total 101CMA · Community Relations					10,414.19
Total 101CVA · Community Affairs					10,414.19
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	09/10/2024	158667	Ray O'herron Co., Inc.	Inv# 2363133 Initial Uniform Hardware	192.09
Total 1014803 · Uniforms					192.09
1014804 · Printing					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	79.36
Total 1014804 · Printing					79.36
1014808 · Education & Training					
Check	09/03/2024	158523	Joseph Gasparich	Inv# 2024-827 Disaster Drill Evaluator	575.00
Total 1014808 · Education & Training					575.00
1014811 · Station Utilities					
Check	09/13/2024	158694	Com Ed (8000) ES	Acct 1819128000 Emergency Services Station 8/5/24-9/5/24	21.55
Total 1014811 · Station Utilities					21.55
1014812 · Volunteer Appreciation					
Check	09/10/2024	158650	Hoshaw, Greg	Sandwiches - Multi-Jurisdiction Drone Training	128.44
Total 1014812 · Volunteer Appreciation					128.44
1014813 · Vehicle Fuel & Maintenance					
Check	09/03/2024	158518	Air One Equipment, Inc.	Inv# 210548 Service Hydraulic Power Unit	190.00
Check	09/10/2024	158653	Hopkins Ford	Inv# 691542 Preventative Maintenance 9131	64.75
Check	09/10/2024	158653	Hopkins Ford	Inv# 691552 Preventative Maintenance 9132	64.75
Check	09/10/2024	158653	Hopkins Ford	Inv# 691551 Preventative Maintenance 9122	53.55
Check	09/10/2024	158653	Hopkins Ford	Inv# 691541 Preventative Maintenance 9133	64.75
Check	09/10/2024	158653	Hopkins Ford	Inv# 691863 Preventative Maintenance 9121	63.55
Check	09/10/2024	158653	Hopkins Ford	Inv# 691556 Preventative Maintenance 9100	64.75
Check	09/10/2024	158665	Preventative Maintenance Systems, Inc	Inv# 31139 9124 New Brakes	1,005.09
Check	09/13/2024	158706	Preventative Maintenance Systems, Inc	Inv# 31147 Unit 9121 Tie Rod Replacement	1,113.39
Total 1014813 · Vehicle Fuel & Maintenance					2,684.58

1014814 · Communications

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Type	Date	Num	Name	Memo	Amount
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Emergency Services (ES Drone Device)	122.11
Total 1014814 · Communications					122.11
Total 101ES · ES - Expenditures					3,803.13
101ISE · Insurance & Employee Benefits					
1014411 · Employee Assistance Program					
Check	09/04/2024	158635	CuraLinc LLC	Inv# 50685 SupportLinc Employee Assistance Program Q4 Oct-Dec 2024	484.80
Total 1014411 · Employee Assistance Program					484.80
Total 101ISE · Insurance & Employee Benefits					484.80
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0001 41250 Legal Fees	4,815.32
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0018 41254 Legal Fees	3,365.85
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0005 41252 Legal Fees	1,024.80
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0002 41251 Legal Fees	270.00
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0019 41255 Legal Fees	135.00
Total 1014502 · Legal Services					9,610.97
Total 101LEA · Legal & Auditing					9,610.97
101MAIN · Facilities Maintenance					
1014202 · Office Supplies					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	2.61
Total 1014202 · Office Supplies					2.61
1014205 · Janitorial Supplies					
Check	09/13/2024	158709	State Chemical	Inv# 903483431 Floor Cleaning Soap	192.03
Check	09/13/2024	158710	Home Depot, The 7816	Carpet Cleaner	38.91
Total 1014205 · Janitorial Supplies					230.94
1014209 · Building Contracts					
Check	09/13/2024	158705	Midwest Mechanical	Inv# MC0000139680 HVAC Preventive Maintenance Sept-Nov	1,578.00
Total 1014209 · Building Contracts					1,578.00
1014210 · Building Maintenance - Town					
Check	09/13/2024	158710	Home Depot, The 7816	Door Stops	73.70
Total 1014210 · Building Maintenance - Town					73.70
1014211 · Building Maintenance - Senior					
Check	09/10/2024	158662	Midwest Mechanical	Inv# 112160029 Inspection & Troubleshoot Senior Center	477.00
Check	09/13/2024	158710	Home Depot, The 7816	Pest Control	43.79
Check	09/13/2024	158710	Home Depot, The 7816	Leak Protecng Container	15.48

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Type	Date	Num	Name	Memo	Amount
Check	09/13/2024	158710	Home Depot, The 7816	Hose Repair Materials	71.94
Total 1014211 · Building Maintenance - Senior					608.21
1014212 · Building Maintenance - Astor					
Check	09/10/2024	158657	Johnson Controls Security Solutions	Inv# 40449086 Sept - Nov Security Monitoring Astor Ave	274.13
Check	09/13/2024	158710	Home Depot, The 7816	Door Panel Cap	2.78
Total 1014212 · Building Maintenance - Astor					276.91
1014214 · Equipment Maintenance - Senior					
Check	09/13/2024	158704	Kool Technologies, Inc.	Inv #11581 Freezer Repair	504.28
Check	09/13/2024	158704	Kool Technologies, Inc.	Tax Exempt# E99980738	-12.67
Total 1014214 · Equipment Maintenance - Senior					491.61
1014221 · Cell Phone/Communications					
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Facilities & Road	252.07
Total 1014221 · Cell Phone/Communications					252.07
1014222 · Trash Removal - Town					
Check	09/10/2024	158651	Groot, Inc (68246)	Inv# 13069312T107 Trash/Recycling Collection	551.33
Total 1014222 · Trash Removal - Town					551.33
1014225 · Grounds/Reserve Maintenance					
Check	09/13/2024	158698	Equinox Industries, Ltd	Inv# 00203101 Planting Containers (2)	1,088.28
Check	09/13/2024	158699	Ewing Irrigation Products Inc.	Ord# 013436125 Herbicide Sprayer Maintenance	32.37
Check	09/13/2024	158710	Home Depot, The 7816	Watering Nozzles	29.96
Check	09/13/2024	158710	Home Depot, The 7816	Hoses	189.96
Check	09/13/2024	158710	Home Depot, The 7816	Mulch	8.94
Check	09/13/2024	158710	Home Depot, The 7816	Outlet Box Cover/Connectors	81.88
Total 1014225 · Grounds/Reserve Maintenance					1,431.39
1014230 · Trash Removal - Izaac					
Check	09/13/2024	158701	Groot, Inc (54379)	Inv #13069824T107 Trash/Recycling Collection	13.49
Total 1014230 · Trash Removal - Izaac					13.49
1014234 · Building Maintenance ES Station					
Check	09/13/2024	158703	Johnson Controls Security Solutions	Inv# 40448817 Fire Alarm Monitoring ES Sept-Nov	255.00
Total 1014234 · Building Maintenance ES Station					255.00
Total 101MAIN · Facilities Maintenance					5,765.26
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	09/10/2024	158675	Village of Bartlett	Inv# 155850 Acct # 51470 Town Hall Water/Sewer	139.58

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Type	Date	Num	Name	Memo	Amount
Check	09/13/2024	158695	Com Ed (8000) Town	Acct 9545328000 Town Hall 8/5/24-9/5/24	1,858.32
Total 1014403 · Utilities - Town					1,997.90
1014416 · Equipment Rental - Town					
Check	09/10/2024	158660	Leaf (618-010)	Inv# 17099271 Town Hall Main Copier Lease Sep 2024	230.43
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Administrative Services (Hanover Landing)	81.21
Total 1014416 · Equipment Rental - Town					311.64
Total 101THE · Town Hall Expense					2,309.54
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	09/04/2024	158633	Staples	Inv #6009918533 Copy paper	64.50
Check	09/04/2024	158633	Staples	Inv #6009918537 Blue copy paper & breakroom supplies	158.16
Check	09/04/2024	158633	Staples	Inv #6009918538 Credit	-73.80
Check	09/10/2024	158671	Staples	Inv# 6010812377 Printer Cartidges/toners (5)	377.01
Total 1014404 · Office Supplies					525.87
1014406 · Printing					
Check	09/10/2024	158668	Safeguard Business Systems	Inv# 9005671244 AP/PR Checks	737.40
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	714.63
Total 1014406 · Printing					1,452.03
1014424 · Education & Training					
Check	09/04/2024	158631	Ann Tennes Communications, LLC	Inv #0083024 Communication Training (15)	1,750.00
Total 1014424 · Education & Training					1,750.00
1014429 · Miscellaneous					
Check	09/10/2024	158648	Government Finance Officers Association	Inv# 00021444 GFOA Cert of Achievement Review Fee 2024	760.00
Check	09/11/2024	158686	Pier Laundry	Board Meeting Tablecloth Cleaning	108.00
Check	09/13/2024	158707	Rydin Decal	Inv# PS-INV122620 Handicap Placards (900)	1,707.38
Total 1014429 · Miscellaneous					2,575.38
1014530 · Financial Administration					
Check	09/04/2024	158636	Governmental Accounting, Inc	Inv# 59950 September 2024 Contract Billing	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014534 · Passport Services					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	45.34
Total 1014534 · Passport Services					45.34
Total 101TOE · Town Office Expense					11,748.62
104ASR · Assessor's Division					

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Type	Date	Num	Name	Memo	Amount
1044407 · Printing					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	54.55
Total 1044407 · Printing					54.55
1044415 · Dues, Subs & Publications					
Check	09/10/2024	158654	Image Systems & Business Solutions	Inv #405904 Contracted printer service	60.75
Total 1044415 · Dues, Subs & Publications					60.75
Total 104ASR · Assessor's Division					115.30
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094614 · Printing					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	248.73
Total 1094614 · Printing					248.73
1094617 · Equipment Maintenance					
Check	09/10/2024	158660	Leaf (618-010)	Inv# 17099271 Youth and Family Main Copier Lease Sep 2024	164.02
Total 1094617 · Equipment Maintenance					164.02
1094621 · Recruitment and Pre Employment					
Check	09/10/2024	158674	Verify (XHANOV)	Inv# 1616307 Background Checks	36.00
Total 1094621 · Recruitment and Pre Employment					36.00
Total 109ADM · Administration & Clinical					448.75
109OUT · Outreach & Prevention					
1094644 · Travel					
Check	09/04/2024	158632	Juliana Moreno (v)	Mileage Reimbursement August 2024	70.35
Check	09/04/2024	158634	Taylor Nohl (v)	Mileage Reimbursement August 2024	62.31
Total 1094644 · Travel					132.66
1094651 · Cellphones					
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Youth and Family	196.80
Total 1094651 · Cellphones					196.80
1094656 · Youth Center Equipment					
Check	09/10/2024	158660	Leaf (618-010)	Inv# 17099271 Youth and Family IWYC Copier Lease Sep 2024	164.02
Total 1094656 · Youth Center Equipment					164.02
1094659 · Youth Center Phone & internet					
Check	09/13/2024	158696	Comcast (276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges98/4/24-10/3/24	220.85

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Type	Date	Num	Name	Memo	Amount
			Total 1094659 · Youth Center Phone & internet		220.85
			Total 109OUT · Outreach & Prevention		714.33
			Total 109YFS · Youth & Family Services		1,163.08
			Total 1014 · Town Fund - Expenditures		58,067.49
			1104 · Aging Services - Expenditures		
			1104ADM · Administration		
			1104523 · Recruitment		
Check	09/10/2024	158674	Verify (XHANOV)	Inv# 1616307 Background Checks	54.00
			Total 1104523 · Recruitment		54.00
			1104525 · Telephone & High Speed Internet		
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Aging Services	84.61
			Total 1104525 · Telephone & High Speed Internet		84.61
			1104528 · Office Supplies		
Check	09/03/2024	158517	Accurate Office Supply Co	Inv# 621246 Labels, Card Stock	118.54
Check	09/10/2024	158638	Accurate Office Supply Co	Inv# 621490 Pencils, Sharpener	28.98
			Total 1104528 · Office Supplies		147.52
			1104533 · Printing		
Check	09/11/2024	158679	Braden Interact (Sr Ctr DD6308370301-1)	Inv# 966970 Copy Charges LL	16.02
			Total 1104533 · Printing		16.02
			Total 1104ADM · Administration		302.15
			1104NUT · Nutrition		
			1105551 · Congregate Food		
Check	09/03/2024	158520	Get Fresh Produce, Inc	Congregate Food	510.41
Check	09/03/2024	158522	Gordon Food Service	Congregate Food	446.22
Check	09/10/2024	158647	Get Fresh Produce, Inc	Congregate Food	203.28
Check	09/11/2024	158680	Get Fresh Produce, Inc	Congregate Food	278.61
Check	09/11/2024	158681	Gordon Food Service	Congregate Food	853.48
			Total 1105551 · Congregate Food		2,292.00
			1105553 · Congregate Supplies		
Check	09/03/2024	158520	Get Fresh Produce, Inc	Cafe Supplies	109.78
Check	09/03/2024	158522	Gordon Food Service	Cafe Supplies	170.42
Check	09/11/2024	158680	Get Fresh Produce, Inc	Cafe Supplies	28.10
Check	09/11/2024	158681	Gordon Food Service	Cafe Supplies	209.66
Check	09/11/2024	158686	Pier Laundry	Dish Towel Cleaning Cafe Supplies	37.40
			Total 1105553 · Congregate Supplies		555.36

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Type	Date	Num	Name	Memo	Amount
1105558 · Home Delivered Meals Food					
Check	09/03/2024	158520	Get Fresh Produce, Inc	HDM Food	510.40
Check	09/03/2024	158522	Gordon Food Service	HDM Food	446.21
Check	09/10/2024	158647	Get Fresh Produce, Inc	HDM Food	203.27
Check	09/11/2024	158680	Get Fresh Produce, Inc	HDM Food	278.59
Check	09/11/2024	158681	Gordon Food Service	HDM Food	980.20
Total 1105558 · Home Delivered Meals Food					2,418.67
1105560 · Home Delivered Meals Supplies					
Check	09/03/2024	158520	Get Fresh Produce, Inc	HDM Supplies	109.77
Check	09/03/2024	158522	Gordon Food Service	HDM Supplies	170.42
Check	09/11/2024	158680	Get Fresh Produce, Inc	HDM Supplies	28.10
Check	09/11/2024	158681	Gordon Food Service	HDM Supplies	209.65
Check	09/11/2024	158686	Pier Laundry	HDM Supplies	37.40
Total 1105560 · Home Delivered Meals Supplies					555.34
Total 1104NUT · Nutrition					5,821.37
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	09/03/2024	158517	Accurate Office Supply Co	Inv# 621246 Water	31.68
Check	09/03/2024	158521	Giuseppa Bartolomeo	In the Kitchen Program - October	400.00
Check	09/03/2024	158526	Lake Geneva Cruise Line	Lake Geneva Cruise (44)	2,433.36
Check	09/03/2024	158530	Paramount Arts Theatre	The Full Monty Final Payment (38)	1,930.60
Check	09/10/2024	158638	Accurate Office Supply Co	Inv# 621490 Water, Tea	27.02
Check	09/10/2024	158659	Lancaster Bingo	Inv# 4630890 Bingo Cards	407.50
Total 1104515 · Programming					5,230.16
1104520 · Volunteer Services					
Check	09/10/2024	158642	Christina Gozdecki	Home Delivered Meals Mileage Reimbursement April-Aug	146.73
Check	09/10/2024	158644	Edward Baus	Home Delivered Meals Mileage Reimbursement Aug	36.31
Check	09/10/2024	158655	James Lemonides	Home Delivered Meals Mileage Reimbursement Aug	47.70
Check	09/10/2024	158656	Jay Busse	Home Delivered Meals Mileage Reimbursement Aug	110.55
Check	09/10/2024	158658	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement Aug	56.28
Check	09/10/2024	158661	Mary Wojtczak	Home Delivered Meals Mileage Reimbursement July-Aug	98.22
Check	09/10/2024	158666	Priscilla Dixon	Home Delivered Meals Mileage Reimbursement Aug	44.89
Check	09/10/2024	158673	Valerie Jachowske	Home Delivered Meals Mileage Reimbursement June, July, Aug	116.58
Check	09/10/2024	158676	Wayne Ruttenburg	Home Delivered Meals Mileage Reimbursement Aug	79.73
Check	09/11/2024	158677	Larry Piemonte	Home Delivered Meals Mileage Reimbursement August	46.90
Check	09/11/2024	158678	Charles Valerio	Home Delivered Meals Mileage Reimbursement August	60.70
Check	09/13/2024	158692	Phil Roth	Home Delivered Meals Mileage Reimbursement August	56.95
Total 1104520 · Volunteer Services					901.54
1104532 · Visual Arts					
Check	09/13/2024	158691	Marcella's Ceramics, Inc	Inv# 138988 Greenware for Ceramic Class	185.20

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Type	Date	Num	Name	Memo	Amount
Total 1104532 · Visual Arts					185.20
Total 1104PRO · Enrichment Programs					6,316.90
1104SOC · Social Services					
1104567 · Memory Cafe Grant					
Check	09/10/2024	158649	Greater Chicago Music Therapy	July Memory Cafe	200.00
Total 1104567 · Memory Cafe Grant					200.00
1104569 · Senior Home Care Program					
Check	09/03/2024	158524	Juna Talbot.	Travel Reimbursement 8/12-8/16	26.06
Check	09/03/2024	158524	Juna Talbot.	Travel Reimbursement 8/19-8/23	26.47
Check	09/11/2024	158678	Charles Valerio	Travel Reimbursement August	123.21
Total 1104569 · Senior Home Care Program					175.74
Total 1104SOC · Social Services					375.74
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	09/10/2024	158663	O'Reilly Auto Parts	Inv# 3421-410730 Bus Supplies	97.62
Check	09/11/2024	158683	Kammes Auto & Truck Repair, Inc.	Inv #145706 Repair tires 147	80.00
Check	09/11/2024	158683	Kammes Auto & Truck Repair, Inc.	Inv #145592 Exhaust/Coolant/Hazard Lights 137	1,873.17
Check	09/11/2024	158683	Kammes Auto & Truck Repair, Inc.	Inv #145644 Safety test 147	45.00
Check	09/11/2024	158688	Valvoline	Inv #66738 Headlight 141	29.74
Total 1104518 · Vehicle Maintenance					2,125.53
Total 1104TRN · Transportation					2,125.53
Total 1104 · Aging Services - Expenditures					14,941.69
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	09/03/2024	158531	Staples	Inv# 6009500933 Folders	104.68
Check	09/03/2024	158532	Staples	Inv# 6009049130 Certificate Holders	40.72
Check	09/03/2024	158532	Staples	Inv# 6009049132 Color Code LBL	5.03
Check	09/03/2024	158532	Staples	Inv# 6009049134 Stapler	15.44
Check	09/03/2024	158532	Staples	Inv# 6009049136 Toner	216.29
Check	09/03/2024	158532	Staples	Inv# 6009049137 Toner	245.12
Check	09/03/2024	158532	Staples	Inv# 6008632282 Stapler	15.44
Check	09/03/2024	158532	Staples	Credit# 6009049135 Refund Stapler	-15.44
Check	09/11/2024	158687	Staples	Inv #6009918534 Ink	154.88
Check	09/11/2024	158687	Staples	Inv #6009918535 Ink	159.88
Check	09/11/2024	158687	Staples	Inv #6009918536 Desk pad calendars	88.07
Total 2024202 · Office Supplies					1,030.11
2024204 · Equipment					

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Type	Date	Num	Name	Memo	Amount
Check	09/03/2024	158532	Staples	Inv# 6009049132 Coffee Urn	102.49
Check	09/10/2024	158660	Leaf (618-010)	Inv# 17099271 Astor Copier Lease Sep 2024	164.02
Total 2024204 · Equipment					266.51
2024205 · Travel & Training					
Check	09/03/2024	158525	Kelly Corona (v)	Travel Reimbursement August	91.66
Check	09/11/2024	158684	Mary Jo Imperato.	Mileage Emergency Residential Program	17.69
Total 2024205 · Travel & Training					109.35
2024507 · Professional Services					
Check	09/11/2024	158689	Verify (XHANGA)	Inv #1616306-IN August 2024 Services	36.00
Total 2024507 · Professional Services					36.00
2024511 · Phone and Internet					
Check	09/03/2024	158519	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 8.25.24-9.24.24	256.33
Check	09/13/2024	158712	Verizon Wireless (00002)	Acct 742025529-0002 Human Services	110.43
Total 2024511 · Phone and Internet					366.76
Total 2024ADM · Administration					1,808.73
2024HOM · Home Relief					
2024119 · Emergency Assistance					
Check	09/03/2024	6589	Orchard Hill Apartments	Shelter Assistance	2,000.00
Total 2024119 · Emergency Assistance					2,000.00
Total 2024HOM · Home Relief					2,000.00
202PAN · Pantry					
1014161 · Utilities					
Check	09/03/2024	158528	Nicor 75	Acct# 75-08-57-1000 4 (Meter 2) Monthly Charges 7.15-8.15	44.44
Check	09/03/2024	158529	Nicor 65	Acct# 65-08-57-1000 5 (Meter 1) Monthly Charges 7.15-8/14	44.44
Check	09/11/2024	158690	Village of Hanover Park	Acct 3940-001 Water/Sewer Astor Ave 7/25/24-8/26/24	71.46
Total 1014161 · Utilities					160.34
1014166 · Trash Removal					
Check	09/11/2024	158682	Groot, Inc (69323)	Inv# 13069313T107 Trash Collection Astor Sep 2024	1,210.18
Total 1014166 · Trash Removal					1,210.18
Total 202PAN · Pantry					1,370.52
Total 2024 · Human Services - Expenditures					5,179.25
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					

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Type	Date	Num	Name	Memo	Amount
Check	09/13/2024	158713	Airdo Werwas LLC	Inv# 190 0007 41253 Legal Fees	206.40
Total 3034701 · Legal					206.40
3034711 · Utilities					
Check	09/13/2024	158697	Com Ed (8000)	Acct 7029328000 Road Garage 8/5/24-9/5/24	217.56
Total 3034711 · Utilities					217.56
Total 3034ADM · Administration					423.96
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	09/10/2024	158639	Allied Asphalt Paving Company	Inv# 253967 Disposal of Asphalt & Gravel	488.08
Check	09/10/2024	158643	Dupage Topsoil, Inc.	Inv# 057690 Topsoil	175.00
Check	09/10/2024	158646	Ewing Irrigation Products Inc.	Inv# 13332306 Grass Seed	116.62
Check	09/10/2024	158652	HOLCIM - MAMR Inc	Inv# 720054746 1x3 Stone	27.60
Check	09/10/2024	158669	Sherwin-Williams	Inv# 6951-1 Guard for Sprayer	48.49
Check	09/10/2024	158669	Sherwin-Williams	Inv# 6947-9 Seat Seal for Sprayer	2.99
Check	09/10/2024	158670	SiteOne Landscape Supply, LLC	Inv# 145125035-001 Straw Netting For Seeding	75.00
Check	09/13/2024	158710	Home Depot, The 7816	Saw blades/tool oil	44.62
Check	09/13/2024	158710	Home Depot, The 7816	Level	12.44
Check	09/13/2024	158710	Home Depot, The 7816	Black Top Patch	133.16
Total 3034602 · Operating Supplies & Materials					1,124.00
3034606 · Engineering					
Check	09/13/2024	158715	Commercial Funding Inc.	Inv # 8 Bridlewood Resurfacing Project- August Engineering	5,642.84
Total 3034606 · Engineering					5,642.84
3034614 · Signs, Stripping & Tree Removal					
Check	09/13/2024	158711	Uline	Inv# 182649138 Portable Stop Sign Base (2)	517.56
Total 3034614 · Signs, Stripping & Tree Removal					517.56
Total 3034ROD · Road Maintenance					7,284.40
303EQM · Equipment					
3034608 · Equipment Purchase					
Check	09/13/2024	158710	Home Depot, The 7816	Drill/Tape Measure/Tools	238.88
Check	09/13/2024	158710	Home Depot, The 7816	Credit	-49.97
Check	09/13/2024	158710	Home Depot, The 7816	Tool Box/Tools	177.77
Check	09/13/2024	158710	Home Depot, The 7816	Socket Set	39.97
Total 3034608 · Equipment Purchase					406.65
Total 303EQM · Equipment					406.65
Total 3034 · Road Maintenance - Expenditures					8,115.01
4045 · Comm/SR Citizens Svcs - Expense					

Hanover Township Board Audit Report

September 3 - 16, 2024

Type	Date	Num	Name	Memo	Amount
4045105 · Soda/Snack Vending					
Check	09/11/2024	158685	Megan Conway	Vending Machine Supplies	79.92
Total 4045105 · Soda/Snack Vending					79.92
Total 4045 · Comm/SR Citizens Svcs - Expense					79.92
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054541 · Printing					
Check	09/13/2024	158700	Elite Document Solutions	Inv# 9327 Copies July/Aug	24.58
Total 5054541 · Printing					24.58
Total 5054ADM · Administration					24.58
Total 5054 · Mental Health - Expenditures					24.58
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	09/10/2024	158664	Pace	Inv# 640788 Bus Lease	100.00
Total 7004540 · Bus Purchase					100.00
Total 7004 · Vehicle Replcmnt - Expenditures					100.00
8084 · Capital Projects - Expenditures					
8084401 · Tiknis Campus Expansion					
Check	09/13/2024	158693	Alliance Industrial Services, LLC	Inv# 13694 FARM HQ Dumpster Removal/Disposal	644.60
Check	09/13/2024	158702	Hitchcock Design Group	Inv# 33532 Main Campus Expansion Grant Application	2,236.15
Check	09/13/2024	158710	Home Depot, The 7816	Lumber Adhesive	207.38
Check	09/13/2024	158710	Home Depot, The 7816	Lumber/Hardware/Washers	142.95
Check	09/13/2024	158710	Home Depot, The 7816	Lumber	7.98
Check	09/13/2024	158710	Home Depot, The 7816	Lumber/Joist	185.37
Check	09/13/2024	158710	Home Depot, The 7816	Sub Floor Plywood	44.00
Check	09/13/2024	158710	Home Depot, The 7816	Sub Floor Plywood	66.17
Check	09/13/2024	158718	Prextige Exteriors	FARM HQ Siding 50% Deposit	9,520.41
Total 8084401 · Tiknis Campus Expansion					13,055.01
8084425 · Building & Perm Improvements					
Check	09/13/2024	158710	Home Depot, The 7816	Senior LL Conference Room Conversion Supplies	470.12
Check	09/13/2024	158710	Home Depot, The 7816	Floor Protection	149.80
Check	09/13/2024	158710	Home Depot, The 7816	Insulation/Bead Board	261.66
Check	09/13/2024	158719	Moonscape Landscape Illumination, Inc	Inv# 4070 Runzel Reserve LED Lighting	5,490.00
Check	09/13/2024	158717	William Burdick	Izaak Walton Flooring	5,468.00
Total 8084425 · Building & Perm Improvements					11,839.58
Total 8084 · Capital Projects - Expenditures					24,894.59

Hanover Township
Board Audit Report

September 3 - 16, 2024

Type	Date	Num	Name	Memo	Amount
TOTAL					111,402.53

- 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, Essick, and Martinez, and Supervisor McGuire. Absent: Trustee Noyola.

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Megan Conway, Community Health Director Kristen Smith, Emergency Services Director Mike Crews, Youth and Family Services Assistant Director of Clinical Services Dr. Natalie Pamphile, Human Services Director Mary Jo Imperato, Deputy Administrator Kristin Vana, Administrator James Barr, Administrative Assistant Hailey Matich, Attorney Mark Kimzey, Mr. and Mrs. William Collins of Elgin, Mr. McCabe Thorpe of Lauterbach & Amen LLP, and Village of Streamwood Trustee Mike Baumer.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance to the Flag.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. Hearing none, Mr. McGuire closed the Town Hall.
- IV. Presentations:
 - A. The Board welcomed E4 William J. Collins of Elgin into the Hanover Township Veterans Honor Roll. He served in the U.S. Army from 1968 to 1970 and received the National Defense Service Medal, the Armed Forces Expeditionary Medal, the Overseas Medal and the Sharpshooter M-14 Medal.
- V. Reports:
 - A. Supervisor's Report: Supervisor McGuire offered no report this evening.
 - B. Clerk's Report: Clerk Dolan Baumer offered no report this evening.
 - C. Assessor's Report: Assessor Moinuddin offered no report this evening.
 - D. Trustee Liaison Committee Reports: The Trustees offered no reports this evening.
 - D. Department Reports: Reports were submitted for review by the Board during the August 20, 2024 meeting; highlights since then include a review of the events at the Izaak Walton Reserve, the Hoffman Estates Chamber Legislative Luncheon on September 20, and the Bartlett Oktoberfest. He offered thanks to Trustee Beattie for assisting in getting the Streamwood High football team in to help with the coming fall shred event. Deputy Vana reported that the strategic planning leadership interviews would occur on September 12; please make sure to respond to the email regarding the appointment. A management intern has been identified for the fall. She offered that in Manager Teachout's absence, she attended the Mental Health Board meeting and reported that the TIDE program is moving smoothly to the new providers, American Taxi and the PACE system. Director Smith reported that the upcoming (September 12) Just for the Health of It! health fair has 57 vendors taking part this year. Puberty and hand-washing education will be taught by the department staff in U-46 elementary school starting on September 17. September is national cholesterol education month. Director Conway reported that programming is starting to really pick up with the American Association of Retired Asians (AARA) group is growing. The Men's Social Circle is also gaining traction. The two nutritional services assistance are really excelling in their new position and Mary Krick is really appreciating their help. An opening exists for a part-time bus driver. The Social Services team is working with AgeOptions for the Caregiver Support Services here at Hanover Township. Dr. Pamphile reported that the Streamwood Park District/Youth and Family Services volleyball leagues are starting this month. 231 children are registered for Open Gym. Substance Abuse Prevention Specialist Moreno is working with the high schools to talk about vaping prevention. Staff is working on fall Tier II groups and a new parenting session. Director Imperato reported that

veteran services hours would be held at the Town Hall from 8:30-10:30 on the first Wednesday of each month. The veteran lunch registrations are strong, up to 30 people on this Wednesday. Ms Lisa Mendez, U.S. Department of Veterans Affairs, will present on health benefits during the luncheon this Wednesday. She will begin office hours at Astor Avenue Community Center starting on September 23 and would be “open” for service on the fourth Monday of each month thereafter. The food pantry continues to see high numbers of usage. The August 28 food distribution event, sponsored by St. John served 153 families. Hanover Township has been accepted as a Salvation Army application FEMA site, which allows for up to \$2,050 for rental and mortgage assistance, as well as up to \$600 in assistance per utility. Case Manager Corona began community outreach at Blackhawk Apartments in Elgin. Six applications for rental assistance were accepted for review. The Township residential fire response program has responded to three emergency calls to date. Three volunteers assist Township staff with this program. The holiday programs are set to open for registration on October 1 online and in-person on October 2. Director Crews reported that the Schaumburg Police Department used the Drone Team at a recent event, and they were extremely pleased with the actions of the team. Spring Disaster Drill planning is underway. The unit is using the Bartlett plan for the City of Elgin. Director Hanson reported that the perimeter lighting has been installed on the Tiknis Campus. River stone has been placed to divert ground water. The conference room and breakroom at the Senior Center lower level are about completed. Asphaltting has been done for all facilities. Flooring at the Izaak Walton Center is on schedule for completion this month. He met with the architects and engineers for repair/replacement of the retaining wall at the Izaak Walton Reserve. Administrator Barr reported that there is a special meeting, per the Board’s direction at the last meeting, on September 17 at 5:30 p.m. here at the Center to discuss traffic speed in the Sherwood Oaks neighborhood. A dedication ceremony and reception would be held on October 1 at the COY Koi Garden at 5:30 p.m. The Township Symposium would be held October 3, starting at 4:30 p.m. Finally, he noted that he would be out of the office this Friday, but Deputy Vana would be available for all issues should the need arise in his absence.

- VI. Bill Paying: Mr. Barr presented the bills for payment from August 20, 2024 through September 2, 2024 as follows:

a.	Town	\$40,923.94
b.	Senior Services	28,382.17
c.	General Assistance	12,041.67
d.	Road Maintenance	8,318.15
e.	Mental Health Board	<u>1,570.72</u>
	Total	<u>\$91,236.65</u>

A motion was made by Trustee Beattie and seconded by Trustee Martinez to approve payment of the bills as presented from August 20, 2024 through September 2, 2024. Roll call: Ayes: Trustees Beattie, Essick, Martinez, 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. Hanover Township Board Meeting Minutes of August 20, 2024: Clerk Dolan Baumer presented the Hanover Township Board meeting minutes of August 20, 2024 for approval. Trustee Essick moved that the Board approve the Hanover Township Board meeting minutes of August 20, 2024, as presented; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- B. Hanover Township Executive Session Minutes of August 20, 2024: Clerk Dolan Baumer presented the Hanover Township Executive Session minutes of August 20, 2024 for approval. Trustee Martinez moved that the Board approve the Hanover Township Executive Session

minutes of August 20, 2024, as presented; motion seconded by Trustee Beattie. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Supervisor McGuire. Nays: None. Motion carried.

- C. Fiscal Year 2024 Audit: Trustee Martinez moved that the Board approve the FY24 Audit as presented; motion seconded by Trustee Essick. Administrator Barr introduced Mr. McCabe Thorpe of Lauterbach & Amen LLP to lead the review of the FY24 audit. He had six key findings, a couple are that may not be relevant to township government, two that are already being instituted at the Township and the others that are under review by Township staff. The report overall was very favorable and would be presented to the Government Finance Officers Association for consideration of the Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award again this year. On the motion to approve the FY24 Audit as presented, roll call: Ayes: Trustees Beattie, Essick, Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- D. Consideration of Community Education Support Task Force Report: Administrator Barr reviewed the Task Force, it's mission, composition and frequency of meeting, as well as various presenters who had input regarding the education needs in this community. The ten-member force, led by Trustee Beattie, were from many areas (business, education, safety, government entities, etc.) met to discuss how best to improve education results in the community. Trustee Beattie then reported on the three recommendations that were presented to the Board for its review. The recommendations were included in the wrap up report of the committee. The main recommendation was for an effort by Township Prevention staff to start a call campaign to encourage attendance, as truancy and attendance have been cited as major issues. Discussion ensued. Trustee Essick moved that the Board move forward with the three recommendations, with a second by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Supervisor McGuire. Nays: None. Motion carried. Further, Trustee Beattie moved that staff be directed to implement the recommendations and report actions back to the Board immediately; second by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: No other business was discussed.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:48 p.m. was made by Trustee Beattie and seconded by Trustee Essick, followed by a roll call vote. Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

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



RESOLUTION

Proclaiming September 15, 2024, to October 15, 2024 **HISPANIC HERITAGE MONTH IN HANOVER TOWNSHIP**

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

WHEREAS, National Hispanic Heritage Week, was first observed in 1968 under President Lyndon Johnson, and was expanded to National Hispanic Heritage Month by President Ronald Reagan and enacted into law as an annual proclamation in 1988, to a month-long period, starting September 15; and

WHEREAS, the Census Bureau estimates the Hispanic population living in the continental United States at over 62,100,000, plus an additional 3,300,000 living in the Commonwealth of Puerto Rico, making Hispanic Americans 18.9 percent of the total population of the United States and the nation's second largest racial or ethnic minority group in the United States; and

WHEREAS, Hispanic residents comprise 32 percent of the population of Hanover Township; and

WHEREAS, the day of September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively. Also, Columbus Day or Día de la Raza, which is October 12, falls within this 30-day period; and

WHEREAS, throughout history and into the current day, Hispanic people have made significant contributions in fields such as education, government, science, law, medicine, entertainment, literature, sports, and the military, thereby enhancing and shaping the vibrancy of the United States with centuries-old traditions that reflect the multiethnic and multicultural customs of their communities; and

WHEREAS, Hanover Township officials, staff, and volunteers are committed to continuing efforts to conduct outreach to Hispanic communities of the Township and urges all residents to observe National Hispanic Heritage Month with appropriate programs and activities that celebrate the contributions of Hispanic peoples.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that September 15, 2024, to October 15, 2024, is Hispanic Heritage Month in Hanover Township.

Dated: September 17, 2024

In Witness Whereof, we have hereunto to set our hands and caused the seal of Hanover Township to be affixed hereto.

Trustee Alisa "Lee" Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*



RESOLUTION

Declaring September 2024 Senior Center Month in Hanover Township

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

WHEREAS, older Americans are significant members of our society, investing their wisdom and experience to help enrich and strengthen our community; and

WHEREAS, the Hanover Township Senior Center, the first nationally accredited Township Senior Center in the State of Illinois, has served as a catalyst for mobilizing the creativity, energy, vitality, and commitment of the older residents of Hanover Township, and

WHEREAS, the Hanover Township Senior Center served 4,073 older adults last year and continues to support people through nutritious lunches, benefit assistance, engaging programs, supportive in-home care, and reliable transportation; and

WHEREAS, the Hanover Township Senior Center has been a community partner in ensuring that our seniors – people aged 55 and older, many with underlying medical conditions – are cared for and able to stay connected, safe, and healthy; and

WHEREAS, Hanover Township Senior Center affirms the dignity, self-worth, and independence of older persons by facilitating their decisions and actions; tapping their experiences, skills, and knowledge; and enabling their continued contributions to the community; and

WHEREAS, the mission of Hanover Township Aging Services is *Enriching Lives, Fostering Friendships, Promoting Independence*.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that the month of September 2024 is declared Senior Center Month in Hanover Township.

Dated: September 17, 2024

In Witness Whereof, we have hereunto to set our hands and caused the seal of Hanover Township to be affixed hereto.

Trustee Alisa “Lee” Beattie

Supervisor Brian P. McGuire

Trustee Craig Essick

Clerk Katy Dolan Baumer

Trustee Eugene N. Martinez

Trustee Denise Noyola

*Seal of
Hanover
Township*