



240 S. Illinois Route 59, Bartlett, Illinois 60103

Rescheduled Meeting of the Township Board

April 8th, 2025

7:30 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Trustees’ Committee Reports
 - E. Department Reports
- V. Bill Paying
- VI. Unfinished Business
- VII. New Business
 - A. Regular Meeting Minutes of March 25, 2025
 - B. Workshop Meeting Minutes of March 29, 2025
 - C. Special Meeting Minutes of March 31, 2025
 - D. Appointment to the Hanover Township Mental Health Board
- VIII. Executive Session
- IX. Other Business
- X. Adjournment

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Passports</i>	552	663	4,810	4,546
Photo Fees	\$6,230	\$6,130	\$53,220	\$48,090
Fee deposits	\$19,830	\$23,555	\$172,772	\$165,615
<i>Fishing/Hunting licenses</i>	11	7	42	52
<i>Handicap Placards</i>	23	17	241	200
<i>Vehicle Sticker Renewals</i>	64	58	589	444
<i>Human Resources Requests</i>	119	119	1,537	1,470
<i>New Employee Orientations</i>	1	1	37	31
<i>Technology work orders</i>	60	56	701	720
<i>Resident Contacts</i>	3,176	2,946	23,745	24,226
<i>Percent of Budget Expended (100% of year)</i>	10.5%	9.8%	81.6%	82%
<i>Hanover Landing Client Contacts (Duplicated)</i>	56	N/A*	1,066	N/A*

* Reporting began April 1, 2024

Department Highlights

- Interim Administrative Services Director Callahan completed 1 new hire orientation: Faiza Rahim (Assessor's Office).
- Interim Administrative Services Director Callahan attended the Hanover Township Job Fair on March 26.
- Township Administrator Barr, Interim Administrative Services Director Callahan, and Assistant to the Administrator Matich attended the Strategic Planning Workshop on March 31.
- Interim Administrative Services Director Callahan and Assistant to the Administrator Matich participated in first round interviews for the Public Management Intern position.
- Interim Administrative Services Director Callahan, Transportation Manager Kazeos, and Dispatcher Wilkins participated in first round interviews for Part-Time Bus Driver position.
- Interim Administrative Services Director Callahan and Director of Youth and Family Services Brumfield Grima participated in first round interviews for the Prevention Services Manager position.
- Township Administrator Barr and Assistant to the Administrator Matich attended the Illinois Association of Township Administrators meeting at Lemont Township on March 5.
- Assistant to the Administrator Matich provided a tour of the Tiknis Campus and the Senior Center to Congresswoman Ramirez's staff on March 20.
- Hanover Township's Officials and Management Team met on March 31 for a Strategic Planning Retreat with Northern Illinois University's Center for Governmental Studies.
- Township Administrator Barr participated in a virtual meeting with representatives from the Township Officials of Illinois (TOI) on March 5 to discuss statewide legislation.
- On March 6 and March 13, Supervisor McGuire, Township Administrator Barr, and Director Kuttenberg participated in a virtual meeting with other Township officials with the Metropolitan Township Association (MTA) to discuss statewide legislation.
- Supervisor McGuire, Assessor Moinuddin, Trustees Essick and Martinez, Township Administrator Barr, Deputy Township Administrator Vana, and Directors Kuttenberg and Smith attended Metropolitan Township Association's Capital Day in Springfield IL on March 19.

Hanover Township Mission Statement:

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

DEPARTMENT OF AGING SERVICES



Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Programming Division</i>				
Planned programs	242	241	2,822	2,882
Participants	1,857	1,971	21,269	20,174
Participants (unduplicated)	688	683	1,987	1,878
Wait listed (duplicated)*	27	85	588	338
New volunteers	5	12	33	51
Total volunteers (unduplicated)	168	169	229	227
Volunteer hours reported	2,593	2,271	23,981	22,479
<i>Nutrition Division</i>				
Meals served	2,147	2,787	23,959	26,249
Meals delivered by volunteers	3,059	3,258	37,460	36,124
Clients served (unduplicated)	712	856	1,658	1,914
<i>Social Services Division</i>				
Clients served (unduplicated)	147	184	1,353	1,247
Clients served (duplicated)	228	263	3,272	3,069
Energy Assistance	27	36	503	541
Prescription drugs & health insurance assistance	99	109	1,191	1,266
Social Service programs	12	11	127	127
Social Service program participants	339	254	1,898	1,711
Lending Closet transactions	117	114	1,509	1,647
Home Services direct care hours	148.5	54.5	904	917.5
<i>Transportation Division</i>				
One way rides given	1,137	987	13,415	13,228
Clients served (unduplicated)	163	127	470	514
New riders	16	12	470	514
Unmet requests for rides	0	20	299	369

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

Department Highlights

- Social Services Manager Gomez and Director of Community and Government Relations Kuttentberg met with Senator Karina Villa.
- On St. Patrick's Day, the programming division hosted a mixology class offering Irish cocktails and participating in Irish trivia. In addition, the Stars and Stripes Café offered a special lunch at which 165 patrons enjoyed in the Café.
- 26 patrons participated in a day trip to the Lyric Opera House in Chicago followed by lunch.
- The department hosted a book club to read and review the book, Water for Elephants, and viewed the movie as a group. Patrons were very satisfied with this program and have requested additional book clubs.
- Social Services Specialist Robles attended a WRAP group facilitated by Catholic Charities. The meeting is attended by various neighboring Social Service agencies who serve older adults. Common trends, new programs, and agency updates are discussed.
- Caregiver Specialist Ackley continues to work closely with Social Services Manager Gomez to successfully launch the Caregiver Resource Center.

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

OFFICE OF THE ASSESSOR



Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Administration</i>				
Office visits	1,189	755	4,723	3,974
Building permits processed	0	0	3,803	2,310
Change of Name	2	0	46	51
Property tax appeals	0	0	786	385
Certificates of Error	87	87	959	959
Property location updates	2	0	3	1
Sales Recording	0	0	0	676
New owner mailing	0	0	419	650
<i>Exemptions</i>				
Homeowner exemptions	136	313	221	559
Senior homeowner exemptions	176	272	242	472
Senior Freeze exemptions	600	548	857	1,432
Disabled Veteran exemptions	138	36	183	157
Disabled person exemptions	28	19	35	78
Miscellaneous exemptions	2	2	4	16

Department Highlights

- Faiza Rahim started her position as Assessing Specialist on March 3.
- 2024 tax exemption applications became available on March 6, 2025. The Homeowner exemption, Senior age-based exemption and persons with disabilities exemption are automatically renewed if the exemptions appeared on the second installment 2023 tax bill. The Senior Freeze exemption and Disabled Veterans exemption need to be renewed annually, unless the Veteran has been previously approved at 100% total and permanent disability rating with Cook County Assessor. The due date for all applications is April 21, 2025.
- Assessor's Office staff processed 1,080 exemption applications for taxpayers in the month of March.
- Chief Deputy Mary Ortiz attended the Illinois Property Assessment Institute State Conference in Bloomington, IL from March 19 through March 21.
- Peggy Deyne retired from her part-time position in the Assessor's office on March 28.

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 March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Website Visits (total)</i>	12,082	7,868	91,910	97,118
<i>Website Visits (unique)</i>	7,355	7,379	71,397	75,497
<i>Facebook Followers (new and total FYTD)</i>	189	46	6,338	5,960
<i>Facebook Reach</i>	110,441	17,634	522,071	301,189
<i>LinkedIn Impressions (new and total FYTD)</i>	4,398	N/A	29,476*	N/A
<i>Instagram Views (new and total FYTD)</i>	7,722	N/A	48,920*	N/A
<i>YouTube Views</i>	220	350	2,964	2,744
<i>Media Releases</i>	2	8	48	54

* YTD as of November 2024 due to new tracking of defunct X [Twitter] analytics

Department Highlights

- Director Kuttenberg and Township Administrator Barr participated in a virtual meeting with representatives from the Township Officials of Illinois (TOI) on March 5 to discuss statewide legislation.
- On March 6 and March 13, Supervisor McGuire, Township Administrator Barr, and Director Kuttenberg participated in a virtual meeting with other Township officials with the Metropolitan Township Association (MTA) to discuss statewide legislation.
- Director Kuttenberg attended the Bartlett Library's community feedback session on March 6 for local government stakeholders.
- Director Kuttenberg met with the Community Service Award volunteer reviewers on March 6.
- Director Kuttenberg participated in a call with Cook County Commissioner Kevin Morrison's Office on March 7 to discuss legislation affecting Hanover Township.
- Director Kuttenberg and Township Administrator Barr met with State Representative Maura Hirschauer at her district office on March 10 to discuss legislation affecting Hanover Township.
- Director Kuttenberg presented to the Township Senior Citizen Services Committee on March 10 regarding legislation affecting Hanover Township and answered questions from the committee.
- Supervisor McGuire, Director Kuttenberg, and Township Administrator Barr participated in a virtual meeting on March 12 with other Township officials with TOI to discuss statewide legislation.
- Director Kuttenberg presented to the Emergency Services officers on March 12 regarding legislation affecting Hanover Township and answered questions.
- Director Kuttenberg chaired the March 13 meeting of the Township Communicators of Illinois at Palatine Township. Attendees from 14 townships discussed communications protocols and best practices for updating items for new officials.
- Director Kuttenberg presented to Auxiliary Volunteer Staff with the Department of Human Services on March 14 regarding legislation affecting Hanover Township and answered questions.
- Director Kuttenberg joined other staff and officials in attending the Metropolitan Township Association's Capitol Day event on March 19 in Springfield, IL.
- Director Kuttenberg and Social Services Manager Diana Gomez met with State Senator Karina Villa on March 25 at her district office to discuss legislation affecting Hanover Township.
- Director Kuttenberg and Township Administrator Barr participated in a virtual meeting with representatives from the Township Officials of Illinois on March 28 to discuss statewide legislation.

Hanover Township Mission Statement:

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

OFFICE OF COMMUNITY HEALTH



Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Appointments</i>				
ProTimes	8	6	77	75
TB skin test	16	2	122	57
Cholesterol	3	5	159	115
Pharmaceutical Assistance Programs	0	0	0	1
Miscellaneous labs	28	27	234	199
Wellness Screening (BP, diabetes, anemia)	48	57	478	453
Other	114	76	1,068	935
<i>Clinic Clients</i>				
Senior Center/ home visits	197	134	1,813	1,417
Astor Avenue	0	13	44	186
Offsite clinics	18	14	182	136
Total clients (unduplicated)	56	42	734	645
<i>Public Education & Health Promotion</i>				
Media coverage	0	0	3	4
Informational seminars/Programs	8	4	57	55
Program Participants	325	272	2,556	2,556
<i>Primary Care Provider Support</i>	0	0	15	13

Department Highlights

- Director Smith and Community Health Nurse Nichols provided 22 home visits for residents in the month of March.
- The Office of Community Health provided laboratory services for 15 residents at The Oaks lab clinic in the month of March.
- Director Smith and Community Health Nurse Nichols provided puberty education for 67 students at Sunnysdale Elementary School on March 7.
- Director Smith and Community Health Nurse Nichols provided hand hygiene education for 184 students at Sunnysdale Elementary School on March 13, 14, and 17.
- Director Smith attended Capitol Day in Springfield on March 19 and met with legislators to discuss the valuable programs and services provided by the Township.
- The Office of Community Health hosted the American Red Cross for a blood drive on March 20 and received 37 lifesaving blood donations from participating donors.
- Community Health Nurse Nichols provided free preventative wellness screenings at the Poplar Creek Library on March 27.
- Community Health Nurse Nichols provided free preventative wellness screenings at Centro de Informacion on March 28.
- Director Smith presented at the Breakfast with the Board on March 29 and discussed the programs, services and screenings available to residents.

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 March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Hours</i>				
Volunteer Detail Hours	643	612	7,371	6,026
Volunteer Work Hours	1,396	356	15,759	8,019
Volunteer Training Hours	462	1,265	2,954	2,890
<i>Total Volunteer Hours</i>	2,501	2,233	25,951	16,935
<i>Details</i>				
Emergency Call Outs	29	19	263	221
Safety Patrols	0	2	7	6
Township Sponsored Events	1	0	7	10
Other Community Events	1	1	34	36
Miscellaneous	0	13	3	13
<i>Total Details</i>	31	35	314	286

Department Highlights

- HTES responded to a report of a missing person on March 6 in Markham and provided ground search.
- HTES Officers responded to a vehicle fire in Pingree Grove on March 9. HTES provided scene lighting and decontamination.
- HTES Officers responded to a structure fire in West Dundee on March 11 and provided gross decontamination and hose rolling.
- HTES Officers responded to a structure fire in Hampshire on March 13. HTES provided decontamination, cascade air fill, and hose rolling.
- HTES Officers responded to a request from Bartlett for traffic control on March 14.
- HTES Officers were dispatched for wires down at 5 locations in Elgin on March 15 due to storms.
- HTES Officers responded to a structure fire in Schaumburg on March 16 providing cascade air fill, gross decontamination, and salvage operations.
- HTES Officers deployed for weather spotting on March 19 due to storms approaching the area. Damage assessment was conducted through the Township after the storms had moved away from the area.
- HTES Officers responded to a structural fire in Hanover Park on March 22. HTES assisted with scene lighting, cascade operations, and provided salvage.
- HTES Officers responded to a structure fire in South Elgin on March 22 and provided cascade air fill and large diameter hose rolling.
- HTES Officers were dispatched on March 25 to assist with cascade bottle refill for an active dive search on the Fox River.
- HTES responded on March 27 to Elgin for a flooded basement. HTES pumped out several inches of water.
- HTES was dispatched to a structure fire in Carpentersville on March 30. HTES provided scene lighting, decontamination, and hose rolling.
- HTES deployed for weather spotting on March 30. Once the storms past, damage assessment was completed through the Township areas.
- HTES responded to a structure fire in Hoffman Estates on March 31. HTES provided scene lighting, cascade, decontamination, and salvage.

Hanover Township Mission Statement:

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

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>Administration</i>				
Vehicle service calls	2	0	15	22
Work orders	536	549	6,586	5,234
Event set-ups/tear downs	193	236	2,419	1,954
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	N/A*	6,780	49,617*	58,379
Town Hall	N/A*	4,779	108,960*	103,959
Senior Center	N/A*	24,798	383,347*	383,881
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	363.30	248.13	1,875.90	1,639.13
Town Hall	1,049.09	589.46	5,790.37	4,990.19
Senior Center	1,644.62	1,617.60	17,609.00	19,031.20
<i>Road Maintenance</i>				
Salt Usage (Tons)	10	0	360	367

* March ComEd kilowatt usage information is unavailable, report will be updated when usage is available.

Department Highlights

- On March 20, Facilities and Road Maintenance staff completed salting operations to eliminate refreeze on Township roads, including all Township facilities, Bartlett Fire Protection District stations, and Emergency Services Station and Headquarters.
- Facilities and Road Maintenance staff completed drywall patching and repainting of the Department of Youth and Family Services' Director's Office.
- Director Hanson continued working closely with Administration, legal, Thomas Engineering, and Hitchcock Design Group toward the submission of the Planned Development application for Phase II and III of the Tiknis Expansion Property. Amendments to the original Annexation Agreement will be necessary as the Township will be combining Phase II, the Facilities and Road Maintenance Headquarters, and Phase III, the OSLAD (Open Space Land Acquisition and Development) grant improvements.
- Director Hanson, with assistance from Cook County Department of Transportation and Highways submitted the final Professional Services Agreement to V3 Companies for execution. The Township board approved the agreement at the March 25 board meeting. This agreement covers the Phase I design engineering for the Rohrssen Road Bridge Replacement project.
- Facilities and Road Maintenance staff completed the setup and breakdown of the annual Job Fair at the Senior Center. Approximately 40 man-hours were committed by the department for both setup and breakdown.

Hanover Township Mission Statement:

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

DEPARTMENT OF HUMAN SERVICES



Report for March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2024	FYTD 2025	FYTD 2024
<i>General Assistance</i>				
General Assistance clients	10	7	113	105
General Assistance appointments	10	13	161	175
Emergency Assistance appointments	5	18	258	256
Emergency Assistance approved	0	3	32	27
Crisis intake clients	199	281	2,971	3,321
<i>Veterans' Services</i>				
Office Visits	9	21	164	171
<i>Social Services</i>				
CEDA Applications (LIHEAP, LIWAP, PIPP)	56	61	657	433
Financial assistance applications*	1	5	29	81
<i>Food Pantry</i>				
Served (Households)	1,285	1,401	17,134	15,598
Unduplicated	290	362	4,152	3,594
New applications	31	34	562	497
Food Donations	42	40	550	526
<i>Community Center Walk-Ins</i>	129	164	1,691	1,907

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

Department Highlights

- Director Designee Dickinson has completed Salvation Army, Safe from Harm, and Service Extension Trainings as well as Community and Economic Development Association, Low Income Home Energy Assistance Program, Percentage of Income Payment Plan and Weatherization Trainings.
- The 14th Annual Job Fair had 64 employers on-site and 280 job seekers in attendance at the event. Employer surveys reported positive feedback and reported high quality applicants applied for open positions.
- The Food Pantry received a \$1,500 grant from Walmart to be used for food purchases.
- The monthly Veteran Group continues to reach capacity. In March, 30 Veterans met in Downey Hall for lunch and a movie.
- Liza Mendez, Communications Specialist Outreach Coordinator, continues to keep hours at the Astor Avenue Community Center the fourth Monday of each month. During office hours, she assists Veterans in enrolling in VA Healthcare and other available VA healthcare benefits.
- The Home Emergency Response Program continues to be utilized by local fire departments.

Human Services Mission Statement
Empowering Residents to Achieve Self-Sustainability

OFFICE OF THE MENTAL HEALTH BOARD



Report for March 2025

SERVICE PROVIDED	FEBRUARY 2025	FEBRUARY 2024	FYTD 2025	FYTD 2024
<i>Grant Funding</i>				
New clients	100	76	3,380	2,671
Ongoing clients	1,130	839	9,717	12,348
Closed cases	152	33	1,114	1,558
Prevention programming presentations	2	7	47	73
Number in audience	4	550	283	1,985
<i>TIDE</i>				
Participants	8	28	26	28
Rides	103	224	1,576	2,032

*Due to reporting website, statistics are a month behind

Department Highlights

- The Mental Health Board met on March 25 and awarded \$27,500 in Mental Health Housing Funds to Ecker Center to fund a case manager position at Hanover Landing and fund additional therapy groups for the residents.
- Manager Teachout met with Good Works, LLC, the contracted company that provides the Midlevel Management Forum to funded agencies to assess the program at the midpoint.
- Manager Teachout met with a national organization that provides Mental Health Education to connect them with local resources.
- Manager Teachout presented the training “Contracting for Social Service Delivery” alongside attorney Mark Kimzey for the Metropolitan Township Association on March 12.
- Manager Teachout completed the new Mental Health Board member’s orientation.
- Manager Teachout met with new Youth and Family Services Director Brumfield-Grima to discuss funding procedures and department intersections.
- Manager Teachout participated in the Blended Management meeting for Hanover Landing to discuss safety procedures.
- Manager Teachout worked closely with funded agencies that have outstanding mid-year funding awards to ensure payment before the end of the fiscal year.
- Manager Teachout met with Supportive Housing Services Coordinator Kapadoukakis.
- Manager Teachout relayed information regarding the Township consolidation legislation to all funded agencies.

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 March 2025

SERVICE PROVIDED	MARCH 2025	MARCH 2025	FYTD 2025	FYTD 2024
<i>Outreach & Prevention</i>				
Open Gym participants	666	557	8,072	6,091
Open Gym participants (unduplicated)	266	207	568	570
Alternative to Suspension referrals	10	5	238	202
Alternative to Suspension participants	338	255	2,369	1,649
Alternative to Suspension participants (unduplicated)	119	88	206	202
<i>Clinical</i>				
Therapy clients	604	230	4,033	3,133
Therapy clients (unduplicated)	162	88	1,277	920
New clients (unduplicated)	2	1	53	43
Clinical hours	291	156	3,088	2,594
Group session participants	278	82	1,327	625
<i>Tutoring Participants</i>				
Total	101	111	694	774
Unduplicated	35	58	292	367

Department Highlights

- On March 11, Youth Outlook presented *Supporting LGBTQ+ Youth and Families in 2025* to the Youth and Family Services team.
- On March 12, Director Brumfield Grima met with Nancy Coleman, Executive Director of Alignment Collaborative for Education (ACE) to discuss continued partnership for Summer Interns and participated on the ACE Operating Board.
- Director Brumfield Grima, along with Human Services Director Designee Dickinson toured PADS of Elgin on March 14 and met their new Executive Director Katie Shaw-Thompson.
- On March 18, Suicide Prevention Services led training for the Youth and Family Services team.
- On March 19, Director Brumfield Grima attended the Communities for Positive Youth Development meeting to learn more about local Drug Free Communities Grant initiatives.
- On March 20, Director Brumfield Grima met with Streamwood Park District Director Jeff Janda to discuss collaborations and to introduce herself as the new Director of Youth and Family Services.
- On March 20, Administrative Assistant Herrera and Interim Prevention Services Manager Enciso attended DREAM Academy's parent teacher conferences, offering information on Youth and Family Services' services.
- Director Brumfield Grima met with Drug Free Communities Project Coordinator Wheatley on March 25 to learn about the Coalition for a Safe and Healthy Elgin (CSHE) and collaboration opportunities related to prevention.
- On March 25, the Enriching Partnership for Early Learning presented to the Youth and Family Services team.
- On March 27, Youth and Family Services hosted the Association of Illinois Township Committees on Youth Executive Committee meeting with Clinical Manager Trocki and Director Brumfield Grima in attendance.

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 3/25/25-4/7/25

	<u>Total</u>
Total Town Fund	57,780.76
Total Senior Services Fund	29,912.81
Total General Assistance Fund	6,112.99
Total Road Maintenance Fund	14,366.64
Total Committee for Senior Citizens Services	
Total Mental Health Board Fund	53,324.50
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	6,339.06
 Total All Funds	 <u><u>167,836.76</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
20A · Welfare Services Assets					
2001650 · Prepaid Expense					
Check	03/25/2025	6704	Walmart	April 2025 Personal Essentials (5)	750.00
Check	03/25/2025	6705	BP Gas Station	Transportation Assistance - April 2025	50.00
Check	03/25/2025	6706	Orchard Hill Apartments	April 2025 Rent	975.00
Check	03/25/2025	6707	Larry Bennett	April 2025 Rent	700.00
Check	03/25/2025	6708	State Farm Salah, Neal	Transportation Assistance - April 2025	51.94
Check	03/25/2025	6709	Spring Lakes Estates	April 2025 Rent	780.00
Check	03/25/2025	6710	Hanover Landings	April 2025 Rent	50.00
Check	03/25/2025	6711	Hanover Landings	April 2025 Rent	50.00
Check	03/25/2025	6712	Nature Homes of the Meadows	Shelter Assistance	275.00
Check	03/25/2025	6713	Shellpoint Mortgage Servicing	Shelter Assistance	481.00
Check	03/25/2025	6714	State Farm Del Vassey	Transportation Assistance 202-4106	88.00
Check	03/25/2025	6714	State Farm Del Vassey	Shelter Assistance 202-4102	131.00
Total 2001650 · Prepaid Expense					4,381.94
Total 20A · Welfare Services Assets					4,381.94
3033 · Road Maintenance - Revenue					
3033100 · Replacement Tax					
Bill	03/31/2025	Replacement Tax	Village of Bartlett (Repl Taxes)	Replacement Tax Allocation	1,091.39
Bill	03/31/2025	Replacement Tax	Village of Streamwood (Repl Tax)	Replacement Tax Allocation	1,220.59
Bill	03/31/2025	Replacement Tax	Village of Hanover Park (Repl Tax)	Replacement Tax Allocation	807.14
Bill	03/31/2025	Replacement Tax	Village of Hoffman Estates (Repl Taxes)	Replacement Tax Allocation	156.56
Bill	03/31/2025	Replacement Tax	City of Elgin (Repl Taxes)	Replacement Tax Allocation	2,723.91
Total 3033100 · Replacement Tax					5,999.59
Total 3033 · Road Maintenance - Revenue					5,999.59
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Bill	03/31/2025	8282035160	Motorola Solutions Inc	Radios	4,313.48
Total 1014410 · Equipment Purchases					4,313.48
1014430 · Computer Equipment & Software					
Bill	03/31/2025	24541	ProxiT Technology Solutions	Network labor/Antivirus/Data/Backup/Out of Scope	8,257.96
Total 1014430 · Computer Equipment & Software					8,257.96
Total 101CAP · Capital Expenditures					12,571.44
101CHN · Community Health					
1014454 · Travel & Training					
Bill	03/31/2025		Jaclyn Nichols.	Mileage Reimbursement Feb-March	228.69
Total 1014454 · Travel & Training					228.69

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
1014457 · Furniture and Computer Equip					
Check	03/25/2025	161525	Leaf (379-002)	Inv# 18081472 LL Copier Lease OCH	59.49
Total 1014457 · Furniture and Computer Equip					59.49
1014459 · Professional Services					
Bill	03/31/2025	9214666214	Quest Diagnostics	Lab Fees	495.91
Total 1014459 · Professional Services					495.91
1014461 · Miscellaneous					
Bill	03/31/2025	1650200	Verify (XHANOV)	Background Check B. Busto	18.00
Total 1014461 · Miscellaneous					18.00
1014465 · Medical Supplies					
Bill	03/31/2025	23495390	McKesson Medical Surgical	Tuberculosis Test	322.25
Total 1014465 · Medical Supplies					322.25
Total 101CHN · Community Health					1,124.34
101CVA · Community Affairs					
101CMA · Community Relations					
1014614 · Printing					
Bill	03/31/2025	77495	Kwik Print	Business Cards - Kuttentberg	73.30
Total 1014614 · Printing					73.30
1014617 · Equipment & Furniture					
Check	04/04/2025	161719	Verizon Wireless (00002)	Department IPAD Data Service	36.01
Total 1014617 · Equipment & Furniture					36.01
1014619 · Office Supplies					
Bill	03/31/2025	6026892360	Staples	Magazine Holder, Sign Holder	90.78
Total 1014619 · Office Supplies					90.78
1014623 · Phone & Intrnt					
Bill	03/31/2025	Reimbur	Tom Kuttentberg	Cell Phone Reimbursement Dec 24 - March 25	200.00
Total 1014623 · Phone & Intrnt					200.00
1014624 · Travel					
Bill	03/31/2025	Reimbur	Tom Kuttentberg	Travel Reimbursement March 2025	345.02
Total 1014624 · Travel					345.02
Total 101CMA · Community Relations					745.11
Total 101CVA · Community Affairs					745.11

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
101ES · ES - Expenditures					
1014803 · Uniforms					
Bill	03/31/2025	2400951	Ray O'herron Co., Inc.	Member Uniform	454.15
Total 1014803 · Uniforms					454.15
1014808 · Education & Training					
Check	03/25/2025	161524	Haigh Solutions LLC	Inv# 2025-06 Officer Training 3.20.25	542.00
Bill	03/31/2025	2025-06	Haigh Solutions LLC	Officer Training 2.20.25	542.00
Total 1014808 · Education & Training					1,084.00
1014810 · Travel					
Bill	03/31/2025	Reimbur	Jacob Ihnen	Conference Lodging Reimbursement	688.95
Total 1014810 · Travel					688.95
1014811 · Station Utilities					
Bill	03/31/2025		Com Ed (8000) ES	Monthly Charges 2.4.25-3.6.25	19.87
Bill	03/31/2025		Nicor 91	Monthly Charges 2.14.25-3.18.25	675.89
Check	04/04/2025	161713	Comcast (067)	Acct 8771 10 083 0549067 ESHQ Monthly Internet Fee	361.20
Total 1014811 · Station Utilities					1,056.96
1014814 · Communications					
Check	04/04/2025	161719	Verizon Wireless (00002)	Emergency Services (ES Drone Device)	122.17
Total 1014814 · Communications					122.17
Total 101ES · ES - Expenditures					3,406.23
101LEA · Legal & Auditing					
1014502 · Legal Services					
Bill	03/31/2025	190-0001-42985	Airdo Werwas LLC	Legal Fees	10,444.10
Bill	03/31/2025	190-024-42989	Airdo Werwas LLC	Legal Fees	180.90
Bill	03/31/2025	190-0002-42986	Airdo Werwas LLC	Legal Fees	528.15
Bill	03/31/2025	190-0005-43004	Airdo Werwas LLC	Legal Fees	6,765.00
Bill	03/31/2025	190-0023-42988	Airdo Werwas LLC	Legal Fees	520.65
Total 1014502 · Legal Services					18,438.80
Total 101LEA · Legal & Auditing					18,438.80
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Bill	03/31/2025	98306	Bade Supply	Towels, Liners, Bleach, Toilet Paper	271.40
Bill	03/31/2025	98752	Bade Supply	Inv# 98752 Toilet Seat Covers	19.00
Total 1014205 · Janitorial Supplies					290.40
1014210 · Building Maintenance - Town					

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Bill	03/31/2025	3414-3	Sherwin-Williams	Paint/Paint Supplies - YFS Director Office	404.44
			Total 1014210 · Building Maintenance - Town		404.44
			1014211 · Building Maintenance - Senior		
Check	04/04/2025	161714	Elgin Key & Lock Co., Inc.	Inv# 250521 Gift Shop Cabinet Keys	21.00
			Total 1014211 · Building Maintenance - Senior		21.00
			1014212 · Building Maintenance - Astor		
Bill	03/31/2025	23760	House of Doors	Astor Overhead Door Repairs	408.75
			Total 1014212 · Building Maintenance - Astor		408.75
			1014221 · Cell Phone/Communications		
Check	04/04/2025	161719	Verizon Wireless (00002)	F&M Tablet Data Plan	252.07
			Total 1014221 · Cell Phone/Communications		252.07
			1014222 · Trash Removal - Town		
Check	04/04/2025	161717	Groot, Inc (68246)	Inv# 1417269T107 Trash/Recycling Collection (2 Months)	1,209.22
			Total 1014222 · Trash Removal - Town		1,209.22
			1014223 · Trash Removal - Senior		
Check	04/04/2025	161716	Groot, Inc (61390)	Inv# 14172521T107 Trash Collection Senior Center (2 Months)	1,507.30
			Total 1014223 · Trash Removal - Senior		1,507.30
			1014230 · Trash Removal - Izaac		
Check	04/04/2025	161715	Groot, Inc (54379)	Inv #141731257107 Trash/Recycling Collection	302.43
			Total 1014230 · Trash Removal - Izaac		302.43
			Total 101MAIN · Facilities Maintenance		4,395.61
			101THE · Town Hall Expense		
			1014403 · Utilities - Town		
Bill	03/31/2025	34-51-77-1000 9	Nicor 34	Monthly Charges 2/14-3/17	897.30
			Total 1014403 · Utilities - Town		897.30
			1014416 · Equipment Rental - Town		
Check	04/04/2025	161719	Verizon Wireless (00002)	Admin Services (Hanover Landing) Cell	69.77
			Total 1014416 · Equipment Rental - Town		69.77
			Total 101THE · Town Hall Expense		967.07
			101TOE · Town Office Expense		
			1014401 · Postage		
Bill	03/31/2025	8000-9090-058...	Purchase Power Easy Permit Postage	Postage	2,430.75

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
	Total 1014401 · Postage				2,430.75
Bill	1014406 · Printing				
	03/31/2025	77131	Kwik Print	Township Letterhead/Envelopes	1,974.55
	Total 1014406 · Printing				1,974.55
Bill	1014412 · Travel Expenses				
	03/31/2025	Travel Reimb	Brian McGuire	MTA Capital Day Mileage Reimbursement	276.04
Bill	03/31/2025		Eugene Martinez (v)	MTA Capital Day Mileage/M meal Reimbursement	342.60
	Total 1014412 · Travel Expenses				618.64
Bill	1014420 · Pre-Employment Charges				
	03/31/2025	1650200	Verify (XHANOV)	Background Check K. Georgieva	18.00
	Total 1014420 · Pre-Employment Charges				18.00
Bill	1014424 · Education & Training				
	03/31/2025	Tuition Reimb	Mariam L. Ali	Educational Assistance Fall24/Spring 25	3,640.00
	Total 1014424 · Education & Training				3,640.00
Check	1014530 · Financial Administration				
	04/04/2025	161720	Governmental Accounting, Inc	Inv# 60178 Monthly Contract Billing	5,400.00
	Total 1014530 · Financial Administration				5,400.00
Bill	1014535 · Legal Notices				
	03/31/2025	328548	Paddock Publications, Inc	Annual Meeting Agenda Notice	75.60
	Total 1014535 · Legal Notices				75.60
	Total 101TOE · Town Office Expense				14,157.54
	104ASR · Assessor's Division				
Bill	1044405 · Office Supplies				
	03/31/2025	77331	Kwik Print	Business Cards - M. Ortiz	48.64
Bill	03/31/2025	77411	Kwik Print	Business Cards - F. Rahim	48.64
Bill	03/31/2025	77523	Kwik Print	Envelopes (2,000)	325.99
	Total 1044405 · Office Supplies				423.27
	Total 104ASR · Assessor's Division				423.27
	109YFS · Youth & Family Services				
	109ADM · Administration & Clinical				
Bill	1094621 · Recruitment and Pre Employment				
	03/31/2025	77562	Kwik Print	Business Cards - Youth Prevention Specialist	48.64
Bill	03/31/2025	164577	Verify (XHANYF)	Background Check	36.00
	Total 1094621 · Recruitment and Pre Employment				84.64

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
1094623 · Travel					
Bill	03/31/2025	Travel Reimb	Alex Busch	Travel Reimbursement March 2025	33.60
Bill	03/31/2025	Reimbur	Marina Herrera (v)	Mileage Reimbursement - March	28.00
Bill	03/31/2025	March 2025	Robert Zak (v)	March 2025 Mileage Reimbursement	13.44
Bill	03/31/2025		Erin Brumfield Grima (v)	Mileage Reimbursement March	61.88
Bill	03/31/2025		Juan Escutia (v)	Mileage Reimbursement Jan-March	129.29
Bill	03/31/2025		Juan David Molina Cortes.	Mileage Reimbursement March	58.60
Bill	03/31/2025		Maurissa Murakami.	Mileage Reimbursement March	151.64
Total 1094623 · Travel					476.45
Total 109ADM · Administration & Clinical					561.09
109OUT · Outreach & Prevention					
1094651 · Cellphones					
Check	04/04/2025	161719	Verizon Wireless (00002)	Youth and Family Monthly Fee	197.00
Total 1094651 · Cellphones					197.00
1094658 · Youth Center Utilities					
Check	03/25/2025	161523	Comcast (276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 3.4.25-4.3.25	42.08
Check	03/25/2025	161526	Nicor 78	Acct# 78-11-12-9467 Monthly Charges 1.24.25-2.25.25 Jay Street	384.69
Bill	03/31/2025		Com Ed (7000)	Monthly Charges 2.11.25-3.13.25	304.30
Bill	03/31/2025	44555769	City of Elgin	Acct# 413720-6423 Monthly Charges 2.10.25-3.7.25	62.19
Total 1094658 · Youth Center Utilities					793.26
Total 109OUT · Outreach & Prevention					990.26
Total 109YFS · Youth & Family Services					1,551.35
Total 1014 · Town Fund - Expenditures					57,780.76
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Bill	03/31/2025	53-90-98-7636 8	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 1/23-2/26	4,308.87
Total 1104524 · Utilities					4,308.87
1104525 · Telephone & High Speed Internet					
Check	04/04/2025	161719	Verizon Wireless (00002)	Social Services Monthly Fee	84.69
Total 1104525 · Telephone & High Speed Internet					84.69
1104527 · Equipment					
Check	03/25/2025	161525	Leaf (379-002)	Inv# 18081472 LL Copier Lease	59.50
Bill	03/31/2025	5033563302	Wells Fargo Financial Leasing Inc	Postage Machine Lease 3.2.25-4.1.25	289.85
Total 1104527 · Equipment					349.35
1104528 · Office Supplies					

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Bill	03/31/2025	632699	Accurate Office Supply Co	Inv# 632699 Copy Paper	199.08
Total 1104528 · Office Supplies					199.08
1104535 · Travel					
Bill	03/31/2025		Kristin Vana	Mileage Reimbursement MTA Capitol Day	292.60
Total 1104535 · Travel					292.60
Total 1104ADM · Administration					5,234.59
1104NUT · Nutrition					
1105551 · Congregate Food					
Bill	03/31/2025	05041164	Get Fresh Produce, Inc	Congregate Food	158.28
Bill	03/31/2025	05032395	Get Fresh Produce, Inc	Congregate Food	273.57
Bill	03/31/2025	05028124	Get Fresh Produce, Inc	Congregate Food	207.33
Bill	03/31/2025	05033181	Get Fresh Produce, Inc	Congregate Food	138.52
Bill	03/31/2025	05037434	Get Fresh Produce, Inc	Congregate Food	249.40
Bill	03/31/2025	05040240	Get Fresh Produce, Inc	Congregate Food	189.85
Bill	03/31/2025	05042454	Get Fresh Produce, Inc	Congregate Food	87.95
Bill	03/31/2025	05027400	Get Fresh Produce, Inc	Congregate Food	65.77
Bill	03/31/2025	00570680 / 050...	Get Fresh Produce, Inc	Congregate Food	38.33
Bill	03/31/2025	9020672103	Gordon Food Service	Cafe Food	1,886.05
Bill	03/31/2025	9020550608	Gordon Food Service	Cafe Food	901.08
Bill	03/31/2025	9020431548	Gordon Food Service	Cafe Food	1,398.47
Bill	03/31/2025	05035134	Get Fresh Produce, Inc	Congregate Food	122.30
Bill	03/31/2025	05041998	Get Fresh Produce, Inc	Congregate Food	27.50
Bill	03/31/2025	05044423 / 005...	Get Fresh Produce, Inc	Congregate Food	65.19
Bill	03/31/2025	934140590	Gordon Food Service	Cafe Food	384.97
Check	04/04/2025	161721	Get Fresh Produce, Inc	Congregate Food	358.87
Check	04/04/2025	161722	Gordon Food Service	Congregate Food	699.29
Total 1105551 · Congregate Food					7,252.72
1105553 · Congregate Supplies					
Bill	03/31/2025	05028124	Get Fresh Produce, Inc	Cafe Supplies	14.80
Bill	03/31/2025	05033181	Get Fresh Produce, Inc	Cafe Supplies	27.40
Bill	03/31/2025	05042454	Get Fresh Produce, Inc	Cafe Supplies	40.00
Bill	03/31/2025	9020672103	Gordon Food Service	Cafe Supplies	248.84
Bill	03/31/2025	9020550608	Gordon Food Service	Cafe Supplies	61.80
Bill	03/31/2025	9020431548	Gordon Food Service	Cafe Supplies	216.55
Bill	03/31/2025	05035134	Get Fresh Produce, Inc	Cafe Supplies	14.80
Bill	03/31/2025	05044423 / 005...	Get Fresh Produce, Inc	Cafe Supplies	4.40
Bill	03/31/2025	934140590	Gordon Food Service	Cafe Supplies	128.79
Check	04/04/2025	161721	Get Fresh Produce, Inc	Congregate Supplies	66.22
Check	04/04/2025	161722	Gordon Food Service	Congregate Supplies	173.17
Total 1105553 · Congregate Supplies					996.77
1105558 · Home Delivered Meals Food					
Bill	03/31/2025	05041164	Get Fresh Produce, Inc	HDM Food	158.27

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Bill	03/31/2025	05032395	Get Fresh Produce, Inc	HDM Food	273.56
Bill	03/31/2025	05028124	Get Fresh Produce, Inc	HDM Food	207.32
Bill	03/31/2025	05033181	Get Fresh Produce, Inc	HDM Food	138.53
Bill	03/31/2025	05037434	Get Fresh Produce, Inc	HDM Food	249.40
Bill	03/31/2025	05040240	Get Fresh Produce, Inc	HDM Food	189.85
Bill	03/31/2025	05042454	Get Fresh Produce, Inc	HDM Food	87.95
Bill	03/31/2025	05027400	Get Fresh Produce, Inc	HDM Food	65.78
Bill	03/31/2025	00570680 / 050...	Get Fresh Produce, Inc	HDM Food	66.82
Bill	03/31/2025	9020672103	Gordon Food Service	HDM Food	1,886.05
Bill	03/31/2025	9020550608	Gordon Food Service	HDM Food	901.08
Bill	03/31/2025	9020431548	Gordon Food Service	HDM Food	1,398.47
Bill	03/31/2025	05035134	Get Fresh Produce, Inc	HDM Food	122.30
Bill	03/31/2025	05041998	Get Fresh Produce, Inc	HDM Food	27.50
Bill	03/31/2025	05044423 / 005...	Get Fresh Produce, Inc	HDM Food	65.18
Bill	03/31/2025	934140590	Gordon Food Service	HDM Food	384.97
Check	04/04/2025	161721	Get Fresh Produce, Inc	HDM Food	358.88
Check	04/04/2025	161722	Gordon Food Service	HDM Food	699.29

Total 1105558 · Home Delivered Meals Food

7,281.20

1105560 · Home Delivered Meals Supplies

Bill	03/31/2025	05041164	Get Fresh Produce, Inc	HDM Supplies	4.40
Bill	03/31/2025	05032395	Get Fresh Produce, Inc	HDM Supplies	4.40
Bill	03/31/2025	05028124	Get Fresh Produce, Inc	HDM Supplies	14.80
Bill	03/31/2025	05033181	Get Fresh Produce, Inc	HDM Supplies	27.40
Bill	03/31/2025	05037434	Get Fresh Produce, Inc	HDM Supplies	4.40
Bill	03/31/2025	05040240	Get Fresh Produce, Inc	HDM Supplies	4.40
Bill	03/31/2025	05042454	Get Fresh Produce, Inc	HDM Supplies	40.00
Bill	03/31/2025	9020672103	Gordon Food Service	HDM Supplies	248.84
Bill	03/31/2025	9020550608	Gordon Food Service	HDM Supplies	61.81
Bill	03/31/2025	9020431548	Gordon Food Service	HDM Supplies	216.56
Bill	03/31/2025	05035134	Get Fresh Produce, Inc	HDM Supplies	14.80
Check	04/04/2025	161721	Get Fresh Produce, Inc	HDM Supplies	61.83

Total 1105560 · Home Delivered Meals Supplies

703.64

Total 1104NUT · Nutrition

16,234.33

1104PRO · Enrichment Programs

1104515 · Programming

Bill	03/31/2025	632699	Accurate Office Supply Co	Inv# 632699 Water/Cups	68.09
Bill	03/31/2025	9020672103	Gordon Food Service	Coffee	299.64
Bill	03/31/2025	9020820332	Gordon Food Service	Coffee	353.22
Check	04/01/2025	161528	Albert Olsen	Inv# 0001 Self-Defense Class May/June	480.00
Check	04/01/2025	161529	Cynthia Sutherland	Tai Chi Instructor May/June	315.00
Check	04/01/2025	161530	Cesar Grimaldo	French/Spanish Instruction May/June	450.00
Check	04/01/2025	161531	Dance Alternatives, Inc.	Inv# HT05062025 Line Dance Classes May/June	520.00
Check	04/01/2025	161532	Joy Andreassen	Inv# 2025-5 Zumba Gold May Classes	150.00
Check	04/01/2025	161533	Joy Andreassen	Inv# 2025-6 Zumba Gold June Classes	150.00
Check	04/01/2025	161534	James Murrell	Computers Made Easy Instruction May	200.00

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Check	04/01/2025	161535	Laura Trujillo	Inv# 31 May 2025 Yoga 12 Sessions	420.00
Check	04/01/2025	161536	Laura Trujillo	Inv# 32 June 2025 Yoga 13 Sessions	455.00
Check	04/01/2025	161537	The Hunt Company	Inv# HT-001 Presentation Remember When	400.00
Check	04/01/2025	161538	Very Smart People LLC	Instruction for May	200.00
Check	04/01/2025	161539	Very Smart People LLC	Instruction for June	200.00
Check	04/04/2025	161711	Yvonne Preston	Inv# 9 Senior Stretch & Flex Classes	200.00
Check	04/04/2025	161712	Accurate Office Supply Co	Inv# 633480 Ink (3) Folders	114.12
Check	04/04/2025	161721	Get Fresh Produce, Inc	Coffee Creamer	51.80
Total 1104515 · Programming					5,026.87
1104520 · Volunteer Services					
Bill	03/31/2025	Reimbur	Edward Biesiadecki	Home Delivered Meals Mileage Reimbursement 3/25/25	12.39
Bill	03/31/2025	Reimbur	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement March	63.00
Bill	03/31/2025	Reimbur	Wayne Ruttenburg	Home Delivered Meals Mileage Reimbursement March	88.90
Bill	03/31/2025		Charles Valerio	Home Delivered Meals Mileage Reimbursement March	38.85
Bill	03/31/2025		Dorothy Archer	Home Delivered Meals Mileage Reimbursement	40.95
Bill	03/31/2025		Dorothy Ferrer	Home Delivered Meals Mileage Reimbursement Dec-March	68.59
Bill	03/31/2025		Edward Bus	Home Delivered Meals Mileage Reimbursement March	28.77
Bill	03/31/2025		Jay Busse	Home Delivered Meals Mileage Reimbursement	123.20
Total 1104520 · Volunteer Services					464.65
1104526 · Senior Newsletter					
Check	04/04/2025	161718	USPS	Club 59 Newsletter Postage	1,512.96
Total 1104526 · Senior Newsletter					1,512.96
1104532 · Visual Arts					
Bill	03/31/2025	5154873	Blick Art Materials	Paint Supplies	55.51
Total 1104532 · Visual Arts					55.51
Total 1104PRO · Enrichment Programs					7,059.99
1104SOC · Social Services					
1104563 · Travel					
Bill	03/31/2025	Reimb	Diana Gomez (v)	Mileage Reimbursement March 25	38.99
Bill	03/31/2025	Reimbur	Katherine Ackley.	Travel Reimbursement 1.8.25-3.19.25	9.18
Total 1104563 · Travel					48.17
1104567 · Memory Cafe Grant					
Check	04/04/2025	161710	Ain't She Sweet, LLC	Memory Cafe Presenter	150.00
Total 1104567 · Memory Cafe Grant					150.00
1104569 · Senior Home Care Program					
Bill	03/31/2025		Charles Valerio	Home Care Client Driving Mileage Reimb	31.92
Bill	03/31/2025		Phoebe Ugalde	Mileage Reimbursement	62.16
Bill	03/31/2025		Juna Talbot.	Mileage Reimbursement	219.31

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Total 1104569 · Senior Home Care Program					313.39
Total 1104SOC · Social Services					511.56
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Bill	03/31/2025	72569	Valvoline	Bus 147 Headlight	31.44
Bill	03/31/2025	147635	Kammes Auto & Truck Repair, Inc.	State Inspection	45.00
Bill	03/31/2025	147593	Kammes Auto & Truck Repair, Inc.	Tire Repair/Lights	340.90
Bill	03/31/2025	43041	Ultimate Spray-N-Wash Inc	Vehicle Washes (7)	455.00
Total 1104518 · Vehicle Maintenance					872.34
Total 1104TRN · Transportation					872.34
Total 1104 · Aging Services - Expenditures					29,912.81
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	03/25/2025	161527	Staples	Inv# 6026393348 Staples, Toner	139.03
Total 2024202 · Office Supplies					139.03
2024210 · Printing					
Bill	03/31/2025	77563	Kwik Print	2025 Job Fair Program	215.65
Total 2024210 · Printing					215.65
2024511 · Phone and Internet					
Bill	03/31/2025		Comcast (898 WS)	Monthly Charges 3.25.25-4.24.25	290.65
Check	04/04/2025	161719	Verizon Wireless (00002)	Human Services Residential Fire Response	110.72
Total 2024511 · Phone and Internet					401.37
Total 2024ADM · Administration					756.05
2024HOM · Home Relief					
2024102 · Rent					
Check	04/01/2025	6715	Country Homes at Cobblers	Shelter Assistance	385.56
Check	04/01/2025	6716	Rushmore Servicing	Shelter Assistance	589.44
Total 2024102 · Rent					975.00
Total 2024HOM · Home Relief					975.00
Total 2024 · Human Services - Expenditures					1,731.05
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
Bill	03/31/2025	190-0007-42987	Airdo Werwas LLC	Legal Fees	2,370.12
	Total 3034701 · Legal				2,370.12
	3034709 · Uniforms & Safety Equipment				
Bill	03/31/2025	71777	Fullife Safety Center	Safety Glasses/Gloves	265.00
	Total 3034709 · Uniforms & Safety Equipment				265.00
	Total 3034ADM · Administration				2,635.12
	3034ROD · Road Maintenance				
	3034602 · Operating Supplies & Materials				
Bill	03/31/2025	OFF03-326833	Platt Hill Nursery	Right of Way Trees (6)	899.94
Bill	03/31/2025	8282035160	Motorola Solutions Inc	Radios	4,313.48
Bill	03/31/2025	8282040565	Motorola Solutions Inc	Radio Lapel Mic Charger	281.72
	Total 3034602 · Operating Supplies & Materials				5,495.14
	3034610 · Street Lighting				
Bill	03/31/2025		Com Ed (4000)	2.6.25-3.10.25 Street Lights Bener Dr	236.79
	Total 3034610 · Street Lighting				236.79
	Total 3034ROD · Road Maintenance				5,731.93
	Total 3034 · Road Maintenance - Expenditures				8,367.05
	5054 · Mental Health - Expenditures				
	5054ADM · Administration				
	5054012 · Office Supplies				
Bill	03/31/2025	99646	The Finer Line, Inc	Inv #99646 Name badge & name plate	60.00
	Total 5054012 · Office Supplies				60.00
	Total 5054ADM · Administration				60.00
	5054SVC · Service Contracts				
	5054162 · Tide Transportation				
Bill	03/31/2025	Jan-Feb 2025	American Taxi Dispatch	January and February TIDE	532.00
Bill	03/31/2025	Feb-March 2025	American Taxi Dispatch	February to March TIDE	55.00
	Total 5054162 · Tide Transportation				587.00
	5054177 · Staff Development Grant Fund				
Bill	03/31/2025	Staff Develop F...	Easter Seals DuPage & Fox Valley Region	Staff Development Funds awarded to send Easterseals staff training	3,000.00
	Total 5054177 · Staff Development Grant Fund				3,000.00
	5054179 · Challenge Grant Fund				
Bill	03/31/2025		Rise Beyond Your Roots	Challenge Funding	5,000.00

Hanover Township Board Audit Report

March 25 through April 7, 2025

Type	Date	Num	Name	Memo	Amount
			Total 5054179 · Challenge Grant Fund		5,000.00
			5054180 · Capital Grant Fund		
Bill	03/31/2025		Community Alternatives Unlimited	Capital Funds - New Telephone System	7,500.00
Bill	03/31/2025		Ecker Center for Behavioral Health	Capital Funds - New Security System & Electronic Keys	6,000.00
			Total 5054180 · Capital Grant Fund		13,500.00
			5054201 · Journeys Hope Center		
Bill	03/31/2025	July-Nov 2025	Journey the Road Home	July-November 2025 for FY25 Annual Funding	3,677.50
			Total 5054201 · Journeys Hope Center		3,677.50
			5054205 · Mental Health Housing		
Bill	03/31/2025		Ecker Center for Behavioral Health	Mental Heath Housing Funding - Provide Case Management/Therapy Group	27,500.00
			Total 5054205 · Mental Health Housing		27,500.00
			Total 5054SVC · Service Contracts		53,264.50
			Total 5054 · Mental Health - Expenditures		53,324.50
			7004 · Vehicle Replcmnt - Expenditures		
			7004408 · Vehicle Purchase		
Bill	03/31/2025		Juliana Moreno (v)	Vehicle Repair/Rental Car	6,139.06
			Total 7004408 · Vehicle Purchase		6,139.06
			7004540 · Bus Purchase		
Bill	03/31/2025	650059 / 650067	Pace	Bus Lease Vanpool (2)	200.00
			Total 7004540 · Bus Purchase		200.00
			Total 7004 · Vehicle Replcmnt - Expenditures		6,339.06
TOTAL					167,836.76

- I. Call to Order/Roll Call: Clerk Dolan Baumer called the Board meeting to order at 7:00 p.m. Since Supervisor McGuire is unable to physically attend the Board meeting this evening, Clerk Dolan Baumer asked for a motion to appoint a Chairman pro tem to temporarily preside over the Board meeting. Trustee Martinez made a motion to appoint Trustee Essick as Chairman pro tem for this March 25, 2025 meeting of the Board of Trustees; Trustee Beattie seconded the motion.

Trustee Essick reported that pursuant to the Hanover Township Electronic Attendance Rules and Procedures for Board meetings, Supervisor McGuire will be attending this March 25, 2025 Board meeting by “other means.” This participation is by video conference. This Board shall note that a quorum of members of the Township Board is physically present at 240 S. Illinois Route 59, Bartlett, IL, which is the regular meeting location of the Hanover Township Board; that Supervisor McGuire is prevented from physically attending because of employment purposes; and that he has provided advance notice to the Township Administrator in accordance with the Hanover Township Electric Attendance Rules and Procedures for Board meetings.

Trustee Essick asked for a motion to allow Supervisor McGuire to attend this March 25, 2025 Board meeting by other means. Trustee Martinez moved that the Board allow Supervisor McGuire to attend this Board meeting by other means; second by Trustee Beattie.

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

Motion carried and Supervisor McGuire was allowed to attend the meeting by “other means.” He asked Mr. McGuire if the Supervisor could hear the him, to which he replied that he could hear. Trustee Essick then turned the meeting over to Supervisor McGuire.

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Youth and Family Services Director Erin Brumfield Grima, Human Services Director Mary Jo Imperato and Director designee Ryan Dickinson, Community Health Director Kristen Smith, Aging Services Manager Lisa Perrone, Mental Health Board Manager Amanda Teachout, Assessor Specialist Faiza Rahim, Chief Deputy Assessor Mary Ortiz, Administrator James Barr, Assistant to the Administrator Hailey Matich, Attorney Mark Kimzey, members of the Hanover Township Emergency Services unit, Ms Yesenia Aguinaga, Streamwood Trustee Mike Baumer, Miss Tory Beattie, and members of The Basics of Greater Elgin.
- 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. Presentation:
 - A. Resolution declaring April 5 to April 11, 2025 as the Week of the Young Child: Trustee Beattie moved that the Board declare April 5 to 11, 2025 as the week of the young child; Trustee Martinez seconded the motion. Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Trustee Essick invited the members of The Basics of Greater Elgin forward to accept the resolution.
 - B. Clerk Dolan Baumer administered the oath of office to Ms Yesenia Aguinaga as member of the Emergency Services unit. She then administered the oath of office to new Lieutenant Brendan

Cooke.

- V. Hearing Regarding the Hanover Township Budget and Appropriation Ordinance: Trustee Essick moved to recess into a hearing regarding the Hanover Township Budget and Appropriation Ordinance at 7:14 p.m.; motion seconded by Trustee Beattie and carried by a roll call vote: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire.

The Hearing regarding the Hanover Township Budget and Appropriation Ordinance was called to order at 7:14 p.m. Clerk Dolan Baumer called the roll and present were Trustees Beattie, Martinez, and Essick, and Supervisor McGuire.

- A. Explanation of the Hanover Township Budget and Appropriation Ordinance: Administrator Barr briefed those present on the FY26 Budget and Appropriation recommendations as presented by the Hanover Township Finance Committee.
- B. Comments and Questions from the Board regarding the Ordinance: No questions were raised or comments made.
- C. Comments and Questions from the Public regarding the Ordinance: No questions were raised or comments made.
- D. Approval of the Hanover Township Budget and Appropriation Ordinance for the Fiscal Year beginning April 1, 2025 and ending March 31, 2026: Trustee Martinez moved to approve ordinance #032525 for the Hanover Township Budget and Appropriations for FY26 beginning April 1, 2025 and ending March 31, 2026 as follow

a. General Town Fund	\$5,717,600
b. Senior Citizen Services Fund	\$2,695,400
c. General Assistance Fund	\$984,644
d. Mental Health Fund	\$1,870,700
e. Committee for Senior Services Fund	\$50,200
f. Road Fund	\$1,580,000
g. IMRF Fund	\$236,400
h. FICA Fund	\$191,400
i. Vehicle Replacement Fund	\$215,000
j. Capital Projects Fund	<u>\$2,580,000</u>
Total Appropriations	<u>\$6,133,894</u>

Trustee Essick seconded the motion to approve ordinance #032525 making appropriations to defray expenditures for the Township of Hanover, Cook County, Illinois for the fiscal year beginning April 1, 2025, and ending March 31, 2026. Roll call: Ayes: Trustees Beattie, Martinez, and Essick, and Supervisor McGuire. Motion carried.

- E. At 7:19 p.m. Trustee Beattie moved that the Board adjourn the Hearing and go back into the regular meeting; second by Trustee Essick. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Motion carried.

Supervisor McGuire gaveled the regular Board meeting back into session at 7:19 p.m. and roll call was taken by Clerk Dolan Baumer: present were Trustees Beattie, Martinez, and Essick, and Supervisor McGuire.

- V. Reports:
- A. Supervisor's Report: Supervisor McGuire offered no report this evening.
- B. Clerk's Report: Clerk Dolan Baumer reported that statements of economic interest are now due

to be filed online with the County Clerk.

- C. Assessor's Report: Assessor Moinuddin introduced Ms Faiza Rahim as the new Assessing Specialist and then offered congratulations to new Chief Deputy Assessor Mary Ortiz. The last day to file for property tax exemptions is April 21. Hanover Township will host a tax exemptions seminar on April 14 at 6:00 p.m. at the Senior Center.
- D. Department Reports: Reports were submitted for review by the Board. At this time, Supervisor McGuire asked for the Board's consensus to waive department reporting this evening. The Board concurred.

- VI. Bill Paying: Mr. Barr presented the bills for payment from March 4, 2025 through March 24, 2025 as follows:

a.	Town	\$104,000.27
b.	Senior Services	68,803.59
d.	General Assistance	12,347.14
e.	Road Maintenance	20,492.06
f.	Senior Citizens Services Comm.	210.28
f.	Mental Health Board	56,161.72
g.	Vehicle	200.00
h.	Capital	<u>432,538.80</u>
	Total	<u>\$694,753.86</u>

A motion was made by Trustee Beattie and seconded by Trustee Martinez to approve payment of the bills as presented from March 4, 2025 through March 25, 2025. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

- VII. Unfinished Business: No unfinished business was discussed.

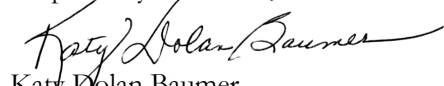
- VIII. New Business:

- A. Regular Board Meeting Minutes of March 4, 2025: Trustee Martinez moved that the Board approve the regular meeting minutes of March 4, 2025 as presented by Clerk Dolan Baumer; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- B. Resolution to Approve an Engineering Services Agreement with V3 Companies Ltd.: Trustee Beattie moved to approve resolution 0325251 for an engineering services agreement with V3 Companies Ltd. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to Approve a Certificate of Authority Agreement with State of Illinois Central Management Services for Purchasing Road Salt: Trustee Essick moved that the Board approve resolution 0325252 approving a certificate of authority agreement with the State of Illinois Central Management Services for purchasing road salt. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- D. Resolution to Approve a Grant Agreement between the State of Illinois, Department of Natural Resources, and Hanover Township: Trustee Martinez moved that the Board approve of resolution 0325253 for approval of a grant agreement between the State of Illinois, Department of Natural Resources and Hanover Township: Trustee Beattie seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion

carried.

- F. Resolution to Approve the Operation of Partner Intake Sites for the LIHEAP Program: Trustee Beattie moved that the Board approve resolution 0325254 approving of the operation of partner intake sites for the LIHEAP program. Trustee Essick seconded the motion. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. Motion carried.
- IX. Executive Session: No motion was made to go into executive session.
- X. Other Business: Administrator Barr reminded the Board that the Annual Town Meeting would be held on April 8. Supervisor McGuire asked for the Board's consensus to hold the April meeting on the same day. The Board concurred. Supervisor McGuire reminded that Board that the swearing-in date after the election would be May 19. He asked if our regularly scheduled May Board meeting be moved to that date and be held immediately after the swearing in. Trustee Essick moved that the Board meeting in May be held on May 19, 2025; Trustee Martinez seconded the motion. Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. (Accordingly, there will be one meeting in April and one in May, 2025.)
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:29 p.m. was made by Trustee Beattie and seconded by Trustee Martinez followed by a roll call vote. Roll call: Ayes: Trustees Beattie, Essick, and Martinez, and Supervisor McGuire. Nays: None. 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, Youth and Family Services, Community Affairs, Community Health, Facilities and Road Maintenance



- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 8:30 a.m. and Clerk Dolan Baumer called the roll; present was Supervisor McGuire, and Trustees Beattie, Essick, Noyola, and Martinez. A quorum was established.

Others present included Assessor Moinuddin, Director Smith of Community Health, and 28 residents.
- II. 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.
- III. Unfinished Business: No unfinished business was brought forward.
- IV. New Business: Presentation of the Hanover Township Community Health department was made by Director Smith.
- IV. Other Business: Several questions were brought forward by the residents regarding health issues, insurance concerns, and other health related topics, to which Director Smith answered many, but encouraged residents to stop by the Community Health office for more detail. Questions were also brought forward regarding senior housing freeze to which Assessor Moinuddin made himself available after the meeting to assist.
- XI. Adjournment: There being no further business to come before this Board, Trustee Beattie moved and Trustee Martinez seconded that the Board adjourn; the Supervisor adjourned by roll call vote at 9:28 a.m.

Respectfully submitted,

Katy Dolan Baumer
Clerk

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



- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 9:00 a.m. and Clerk Dolan Baumer called the roll; present was Supervisor McGuire, and Trustees Beattie, Essick, Noyola, and Martinez. A quorum was established.

Others present included Assessor Moinuddin, and Facilities and Road Maintenance Director Caleb Hanson, Community Health Director Kristen Smith, Youth and Family Services Director Erin Brumfield Grima, Mental Health Board Manager Amanda Teachout, Community Affairs Director Thomas Kutenberg, Administrator James Barr, Assistant to the Administrator Hailey Matich, Manager Diana Gomez, Human Resources Manager Suzy Callahan, and Emergency Services Director Mike Crews.
- II. 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.
- III. Unfinished Business: No unfinished business was brought forward.
- IV. New Business: Hanover Township Strategic Planning facilitated by the northern Illinois University's Center for Governmental Studies.
- IV. Other Business: Mr. McGuire complimented Diana Gomez for her dynamite discussion with Senator Villa during the Township's visit to Springfield, and how Ms Gomez managed to flip the conversation to the topic at hand, that of not supporting SB2504 rather than the alternate that the Senator seemed to prefer. Many kudos, Diana!
- XI. Adjournment: There being no further business to come before this Board, Trustee Beattie moved and Trustee Martinez seconded that the Board adjourn; the Supervisor adjourned by roll call vote at 9:28 a.m.

Respectfully submitted,

Katy Dolan Baumer
Clerk

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



Page 1

Choose a Board or Committee

☐ Mental Health Board

First Name

Tarah

Last Name

McShane

Email

Phone

Address

City

Streamwood

State

Illinois

Zip Code

60107

Tell us about yourself

TARAH MCSHANE

Objective

Experienced fundraiser and development professional with a passion for strategic relationship-building, donor engagement, and organizational growth. Dedicated to advancing initiatives that create meaningful impact, particularly in workforce development, education, and mental health advocacy. Seeking an opportunity to contribute expertise in fundraising, program development, and advisory leadership to support and enhance mental health initiatives.

Education

Valparaiso University – Valparaiso, IN

Master’s Degree in Sports Administration (2016-2018) – Graduated cum laude

Bachelor’s Degree in Psychology (2011-2015)

Professional Experience

Senior Director of Development

AED Foundation (2023 – Present)

Plans and executes the AED Foundation’s Annual Campaign, increasing contributions and donor engagement.

Develops and implements new fundraising programs to expand foundation awareness and donor contributions.

Manages and executes the Foundation’s Annual Fundraising Gala and Technician of the Year program.

Builds strategic partnerships with industry stakeholders, fostering growth and collaboration.

Oversees public relations efforts to enhance the Foundation’s impact and visibility.

Director of Events and Operations

Game Day USA (2021 – 2023)

Led event management operations, coordinating logistics, staffing, and volunteer engagement.

Directed the Softball Department and managed the USA Baseball Midwest All-Region Team.

Oversaw recruitment and personal development programs for collegiate interns.

Developed marketing and promotional strategies to increase event participation and brand reach.

Assistant Softball Coach & Recruiting Coordinator

Columbia University (2018 – 2021)

Managed player development, focusing on hitters, outfielders, and catchers.

Coordinated team travel, including flights, lodging, and transportation.

Led recruitment efforts, overseeing potential student-athlete evaluations and visits.

Developed leadership programs and team-building initiatives.

Graduate Assistant Softball Coach

Valparaiso University (2016 – 2018)

Assisted in player development, coaching, and practice planning.

Managed team travel logistics and event planning.

Coordinated alumni engagement and community outreach events.

Volunteer Assistant Softball Coach

University of Illinois at Chicago (2015 – 2016)

Led pitching game strategy, data analysis, and scouting.

Organized team logistics, including meals, transportation, and scheduling.

Coordinated social media promotion and engagement.

Skills & Expertise

Fundraising & Donor Engagement

Event Planning & Execution
Strategic Partnerships & Relationship Management
Public Relations & Communications
Program Development & Leadership
Budgeting & Financial Oversight
Social Media & Marketing
Compliance & Regulatory Management

Additional Information

Former NCAA Division I Student-Athlete & Team Captain
Experience in Mental Health Awareness & Athlete Well-Being Initiatives
Proficient in Salesforce, Microsoft Office, and fundraising software

Thank you,
Hanover Township, IL