

- I. Call to Order/Roll Call: Supervisor McGuire called the Board meeting to order at 7:00 p.m. Present were Trustees Essick, Beattie, Martinez, and Noyola, and Supervisor McGuire.

Others present were Assessor Khaja Moinuddin, Facilities and Road Maintenance Director Caleb Hanson, Community Health Director Kristen Smith, Emergency Services Director Mike Crews, Youth and Family Services Director Erin Brumfield Grima, Director of Community & Government Affairs Thomas Kuttnerberg, Human Services Director Ryan Dickinson, Aging Services Director Allison Stamp, Mental Health Board Manager Amanda Teachout, Deputy Administrator Kristin Vana, Assistant to the Administrator Hailey Matich, Management Intern Paige Chapin, Administrator James Barr, and Attorney Mark Kimzey. Also present were Village of Streamwood Trustee Mike Baumer and Audit Manager Macade Thorpe from Lauterbach & Amen, LLP.

- II. Pledge of Allegiance: Supervisor McGuire asked 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: From Lauterbach & Amen, Audit Manager Macade Thorpe discussed the FY25 audit as presented to the Board, its findings and recommendations. Supervisor McGuire thanked staff on the nice job assisting with the audit.
- V. Reports:
- A. Supervisor's Report: Supervisor McGuire shared thank you cards from retirees Mary Jo Imperato and Lori Orozco. He recognized staff saying it was a great job they did on the retirement party. He would attend a tour of the Township for York Township's new administrator designee this week. Thank you to Trustee Beattie for feeding the Emergency Services unit this month!
 - B. Clerk's Report: Clerk Dolan Baumer reported that Illinois Senate President Don Harmon would be the guest speaker at the September 4 Township Officials of Cook County Clerks Division in Oak Park.
 - C. Assessor's Report: Assessor Moinuddin reported that the tax bills would be late.
 - D. Trustee Committee Liaison Reports: The Trustees offered no reports.
 - E. Department Reports: Department reports were submitted for review by the Board during the August 19 meeting; highlights since then included Director Hanson reported that the air compressor is ready for installation. Mr. Halverson of Chapel Creek subdivision reach out to request a discussion of the upcoming bridge replacement project. Air conditioner units will be installed by the end of September at the Izaak Walton Center. Director Crews reported that the unit is doing routine patrols on the Fox River Valley Water property. Thirteen new candidates have been identified and are being trained. Training on water search with drones is ongoing. The unit received several thank you notes from area departments. Director Smith reported that prostate cancer screening would be held this month. The annual Just for the Health of It health fair would be held on September 11. Flu season shots would be available for employees on September 15. Cholesterol screenings would be held next month. Director Ryan reported that she would be participating with the Village of Streamwood for the business breakfast this month. LIHEAP opens October 1. The department would participate in the St. Ansgar's parade on September 25. The Hanover Township Foundation would be held on October 24. Director Brumfield Grima reported that the interviews are ongoing for Youth Program Assistant,

Program Assistant Lead, the open Therapist position, and part-time Receptionist position. All Youth Program Assistance have received training on CPR and first aid, bloodborne pathogens and EpiPen usage. Also Open Gym procedures and policies were reviewed with the Assistants. Open Gym started at Sunnydale and the Izaak Walton Youth Center today with 183 students registered and a waitlist due to reaching capacity. Tefft Middle School and Heritage and Huff Elementary are in the process of starting the Attendance Support Pilot Project. The department's Family Fall Fest would be held on October 25. Director Stamp reported on upcoming programming, and that activity bags are being delivered with home delivered meals. Manager Teachout reported that a staff development grant for Marklund during the next meeting. The Mental Health Board would be sponsoring the Mid-Level Forum. The Mental Health Board has approved a strategic plan. The next meeting would be held on September 23, and the FY27 applications would be due then. Deputy Administrator Vana reported that the Township has been awarded the GFOA Triple Crown. GFOA's Triple Crown recognizes governments that have received GFOA's Certificate of Achievement for Excellence in Financial Reporting, Popular Annual Financial Reporting Award, and the Distinguished Budget Presentation Award. Thank you to Assistant Administrator Hailey Matich for her work on the budget. The request for payment from DCEO for the final reimbursement has been made and the final report is due October 1, with payment expected in November. She introduced new management intern Paige Chapin. Director Kuttenberg reported that the department is working on a rededication with a Township historical marker for the Bartlett Theodore J. Lewis Park, recognizing his 40 years of service to the Bartlett Park District. The food truck fest would be held on September 18; the Shred on October 11, and the Flu Shot Clinic sponsored by Senator Castro on October 18.

- V. Paying: Mr. Barr presented the bills for payment from August 19 2025 through September 1, 2025 as follows:

a.	Town	\$60,096.49
b.	Senior Services	19,020.10
c.	General Assistance	6,628.18
d.	Road Maintenance	142,560.93
e.	Senior Citizens Committee	33.96
f.	Mental Health Board	231,113.76
g.	Vehicle	<u>1,695.00</u>
	Total	<u>\$461,147.42</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from August 19, 2025 through September 1, 2025. Roll call: Ayes: Trustees Martinez, Beattie, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

- VI. Unfinished Business:

- A. Executive Session Minutes of June 24, 2025: Trustee Noyola moved that the Board approve the Executive Session minutes of June 24 2025 as presented by Clerk Dolan Baumer; motion seconded by Trustee Essick. Roll call: Ayes: Trustees Martinez, Noyola, Essick, and Beattie, and Supervisor McGuire. Nays: None. Motion carried.
- B. Consideration of Flock Camera Permit Application: Trustee Martinez moved that the Board approve the construction permit presented by Flock Safety (on behalf of Cook County Sheriff's Office) to install automatic license plate reader cameras at strategic sites throughout the Township. Motion failed due to lack of a second. Trustee Beattie moved that the Board deny Flock Safety's request to install automatic license plate reader cameras at strategic sites throughout the Township; Trustee Noyola seconded the motion. Roll call: Ayes: Trustees Martinez, Noyola, Essick, and Beattie, and Supervisor McGuire. Nays: None. Motion carried.

VII. New Business:

- A. Board Meeting Minutes of August 19, 2025: Trustee Beattie moved that the Board approve the Board meeting minutes of August 19, 2025 as presented by Clerk Dolan Baumer; motion seconded by Trustee Noyola. Roll call: Ayes: Trustees Martinez, Noyola, Essick, and Beattie. Abstain: Supervisor McGuire. Nays: None. Motion carried.
- B. Approval of the FY25 Audit: Trustee Essick moved that the Board approve the FY25 Audit as earlier presented by Mr. Thorpe (item IV. FY25 Audit Presentation); motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Martinez, Noyola, Essick, and Beattie, and Supervisor McGuire. Nays: None. Motion carried.
- C. Consideration of Administrative Services Staffing Proposal: Trustee Beattie moved that the Board approve the Administrative Services staffing proposal as presented by Deputy Administrator Vana; motion seconded by Trustee Essick. Excerpted from the August 28, 2025 memo from Administration, "Hailey Matich will be promoted to Administrative Services Manager and will assume many of the responsibilities previously handled by the Mental Health Board Manager, including becoming the primary staff contact for the Mental Health Board. Ms. Matich is already cross trained in all Town Hall front office functions and currently supervises the three Administrative Services front office staff members, which includes oversight of the Resident Services Office daily operations. In addition, she manages all information technology (IT) related issues across the entire organization including coordination of IT tickets, oversees equipment inventory and replacement needs, and keeps up to date with changing IT solutions. She works closely with both the Township Administrator and Deputy Township Administrator by providing professional support and frequently coordinates special projects. Ms. Matich also recruits and trains interns for the Department of Administrative Services." And it further states the request for "addition of a full-time Administrative Services Specialist position within the Department of Administrative Services. This position would provide daily administrative support on behalf of the Mental Health Board and additionally would be cross trained as all current front office staff are. The Administrative Services Specialist will work under the supervision of the Administrative Services Manager and will be responsible for various administrative tasks including compiling and distributing board meeting materials, coordinating monthly reconciliation of the Township's purchasing card program, conducting research and providing support for special departmental projects as identified, in addition to obtaining both passport acceptance agent certification and the CIAO designation to be able to provide coverage in both the Resident Services Office and Office of the Assessor." And regarding the funding, "it is anticipated that the overall salary and benefit line items for Administrative Services will be minimally impacted." Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried.

VIII. Executive Session: Trustee Martinez moved that the Board go into Executive Session pursuant to section 2c11 to consider litigation, when an action against, affecting, or on behalf of the Township has been filed and is pending before a court or administrative tribunal, or when the Township finds that an action is probable or imminent, of the Illinois Open Meetings Act. Trustee Essick seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire. Nays: None. Motion carried and the Supervisor excused staff from the meeting at 7:49 p.m..

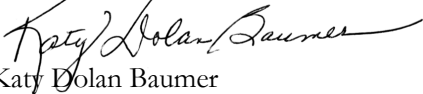
At 8:05 p.m., the Board members returned from Executive Session and the Supervisor gavelled the meeting to order; present by roll call were Trustees Beattie, Martinez, Noyola, and Essick, and Supervisor McGuire.

IX. Other Business: No other business was discussed.

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- X. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:07 p.m. was made by Trustee Beattie and seconded by Trustee Noyola followed by a roll call vote: Ayes: Trustees Martinez, Noyola, and Essick, 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