

ORDINANCE NO. 051721

**AN ORDINANCE
AMENDING THE OFFICES OF HANOVER TOWNSHIP FREEDOM OF INFORMATION
OFFICER AND OPEN MEETINGS ACT OFFICER**

WHEREAS, pursuant to the Freedom of Information Act, 5 ILCS 140/1 *et seq.*, Hanover Township shall designate one or more officials or employees to act as its Freedom of Information officer or officers;

WHEREAS, pursuant to the Open Meetings Act, 5 ILCS 120/1 *et seq.*, Hanover Township shall designate one or more officials or employees to receive training on compliance with the Open Meetings Act;

WHEREAS, pursuant to Section 3.5 of the Freedom of Information Act, Hanover Township has designated certain officials and/or employees to act as its Freedom of Information Officers, as set forth in Section Two of Hanover Township Ordinance 121509FOIA and in Section One of Hanover Township Ordinance 1006151;

WHEREAS, pursuant to Section 1.05 of the Open Meetings Act, Hanover Township has designated certain officials and/or employees to act as its Open Meetings Act Officers, as set forth in Section Two of Hanover Township Ordinance 121509FOIA; and

WHEREAS, the Township Supervisor and Board of Trustees deem it to be in the best interest of the Township to designate its Freedom of Information Officers and Open Meetings Act Officers as set forth herein;

NOW, THEREFORE, BE IT ORDAINED by the Supervisor and Board of Trustees (hereinafter, collectively, the "Township Board") of Hanover Township (hereinafter, the "Township"), Cook County, Illinois, as follows:

SECTION ONE: FREEDOM OF INFORMATION OFFICERS.

(A) The Township Administrator and the Township Assistant Administrator shall each serve as a Hanover Township Freedom of Information Officer.

(B) The Hanover Township Freedom of Information Officers shall perform all duties required under the Freedom of Information Act, as amended from time to time, including but not limited to, the duties set forth in Section 3.5 of the Freedom of Information Act, 5 ILCS 140/3.5.

(C) The Hanover Township Freedom of Information Officers shall complete all training required under the Freedom of Information Act, as amended from time to time, including but not limited to, the training set forth in Section 3.5 of the Freedom of Information Act, 5 ILCS 140/3.5.

(D) The Township Administrator, or his designee, is hereby directed to update the Township's website to identify the Township Administrator and Township Assistant Administrator in its online directory designating each as a Hanover Township Freedom of Information Officer.

SECTION TWO: OPEN MEETINGS ACT OFFICERS.

(A) The Township Administrator is hereby designated as the Hanover Township Open Meetings Act Officer, and the Assistant to the Township Administrator is hereby designated as the alternate Hanover Township Open Meetings Act Officer who shall serve as the Hanover Township Open Meetings Act Officer in the absence of the Township Administrator.

(B) The Hanover Township Open Meetings Act Officer and the alternate Hanover Township Open Meetings Act Officer shall complete all training required under the Open Meetings Act, as amended from time to time, including but not limited to, the training set forth in Section 1.05 of the Open Meetings Act, 5 ILCS 120/1.05, and shall perform such other duties as required under the Open Meetings Act, as amended from time to time.

(C) The Township Administrator, or his designee, is hereby directed to notify the Public Access Counselor of the Illinois Attorney General's office that the Township Administrator and the Assistant Township Administrator have been designated by the Township Board to receive the above mentioned training in compliance with Section 1.05 of the Open Meetings Act, as amended.

SECTION THREE: AT-WILL EMPLOYEE STATUS. Nothing herein shall be construed as altering the "at will" status of any Township employee.

SECTION FOUR: **SEVERABILITY.** If any section, paragraph, or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION FIVE: **REPEALER.** All prior Ordinances or Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: **EFFECTIVE DATE.** This Ordinance shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE: Supervisor McGuire and Trustees Beattie, Martinez, Essick, and Camacho

AYES: *5 Supervisor McGuire and Trustees Beattie, Martinez, Essick, and Camacho*

NAYS: *0*

ABSENT: *0*

PASSED: May 17, 2021

APPROVED: May 17, 2021



Brian P. McGuire, Township Supervisor

ATTEST:



Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete, and exact copy of ordinance 051721 enacted on May 17, 2021, and approved on May 17, 2021, as the same appears from the official records of Hanover Township.



Katy Dolan Baumer, Township Clerk