



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

August 18, 2020

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. 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 August 4, 2020
 - B. Executive Session Minutes of August 4, 2020
 - C. Resolution to Approve an Intergovernmental Agreement with the Village of Hanover Park for the Astor Avenue Parking Facility
- VIII. Executive Session
- IX. Other Business
- X. Adjournment

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for July 2020

SERVICE PROVIDED	JULY 2020	JULY 2019	FYTD 2021	FYTD 2020
<i>Passports</i>	114	404	160	1,727
Photo fees	\$1,070	\$2,910	\$1,600	\$12,140
Fee deposits	\$4,000	\$9,510	\$5,610	\$43,110
<i>Fishing/Hunting licenses</i>	4	6	19	45
<i>Handicap Placards</i>	4	21	19	80
<i>Human Resources Requests</i>	124	145	565	423
<i>New Employee Orientations</i>	1	1	4	6
<i>Technology work orders</i>	53	61	179	264
<i>Resident Contacts</i>	1,931	1,801	4,538	6,345
<i>Percent of Budget Expended (25% of year)</i>	4.9%	6.9%	18.6%	23.5%

Department Highlights

- Kristin Vana returned to Administrative Services on July 27, resuming her role as Assistant Township Administrator. Graduate Management Intern Peshek is currently on leave for a 4 week National Guard training and will return on August 18.
- Manager Callahan, Graduate Management Intern Peshek, and Facilities and Road Maintenance Director Hanson met to discuss the Resident Reserves Conservation Program. Graduate Management Intern Peshek submitted the grant application on July 14.
- Human Resources Manager Callahan completed 1 new hire orientation in July. Aging Services part-time Bus Driver, Renee Stein, started on July 10.
- Township Administrator Barr participated in the quarterly meeting of the Metropolitan Township Association via video conference on July 8.
- Manager Callahan participated in 7 first round interviews with Facilities and Road Maintenance staff for the Custodial Associate position on July 29.
- Township Administrator Barr hosted a virtual meeting of the Illinois Association of Township Administrators meeting on July 8.
- Township Administrator Barr facilitated two Zoom meetings in the month of July of the Township's Management Team.
- On July 10, Township Administrator Barr took part in a virtual Bartlett area local government managers meeting coordinating COVID-19 operations.
- Township Administrator Barr participated in the annual Village of Hanover Park TIF joint review meeting via video conference on July 28.
- Manager Callahan attended a webinar "Managing your Hiring with Ease" on July 22 and July 30.
- Township Administrator Barr took part in a Zoom meeting of Streamwood area local government managers discussing upcoming projects and COVID-19 responses on July 29.

DEPARTMENT OF AGING SERVICES

Report for July 2020

SERVICE PROVIDED	JULY 2020*	JULY 2019	FYTD 2021	FYTD 2020
<i>Programming Division</i>				
Planned programs	79	257	257	1,041
Participants	525	3,590	1,991	14,438
Participants (unduplicated)	160	779	247	1,266
Wait listed (unduplicated)	0	44	0	155
Art & Computer classes	34	76	83	299
Art & Computer class participants	185	402	357	1,585
New volunteers	1	6	2	24
Total volunteers (unduplicated)	45	158	52	211
Volunteer hours reported	471	2,347	1,254	10,103
<i>Nutrition Division</i>				
Meals Served	996	1,553	4,083	5,922
Meals delivered by volunteers	3,094	2,218	12,479	8,936
<i>Social Services Division</i>				
Clients served (unduplicated)	234	159	459	474
Clients served (duplicated)	364	245	1,290	981
Energy Assistance	54	13	75	48
Prescription drugs & health insurance assistance	90	141	342	414
Social Service programs	11	11	28	52
Social Service program participants	101	165	310	720
Lending Closet transactions	92	124	248	517
<i>Transportation Division</i>				
One way rides given	613	1,397	1,819	5,698
Individuals served (unduplicated)	69	145	87	274
New riders	22	26	87	274
Unmet requests for rides	6	88	11	445

*COVID-19 partial closure

Department Highlights

- New Aging Services Director Megan Conway began on July 27. Many thanks to Assistant Administrator Vana for serving as Interim Director.
- Transportation Services hired part-time driver, Renee Stein, who started on July 10.
- Social Services Manager Gomez attended the Aging and Disability Resource Network (ADRN) meeting hosted by AgeOptions remotely on July 14.
- On July 16, approximately 20 clients celebrated the warmer weather with the Summer Drive-By Party Parade. Staff waved and danced in front of a decorated Senior Center as patrons drove through.
- The FY21 Community Economic Development Authority (CEDA) Low Income Home Energy Assistance Program (LIHEAP) program began on July 27. Due to COVID-19, the program is available earlier than usual and the income limit increased to 200% of the federal poverty level.
- Nutrition Services hosted a successful Rib Day on July 31, serving 135 drive-thru meals and over 105 home delivered meals.
- Fifteen programs returned in-house featuring movies, ceramics, crafts, candy bingo and Java with Jamie. 63 participants were able to participate safely in-person.
- The Transportation Division sent out a Voice Connect call in early July to inform Dial-A-Bus riders that service is now fully operational. Transportation Services also utilized the Aging Services Facebook page and distributed a flyer to local senior living facilities to promote the service.

Aging Services Mission Statement:

Enriching Lives, Fostering Friendships, Promoting Independence

OFFICE OF THE ASSESSOR

Report for July 2020

SERVICE PROVIDED	JULY 2020	JULY 2019	FYTD 2021	FYTD 2020
<i>Administration</i>				
Office visits	286	404	400	967
Building permits processed	689	947	1,964	2,480
Change of Name	3	19	3	36
Property tax appeals	0	0	0	0
Certificate of Errors	208	497	282	662
Property location updates	3	1	3	1
Sales Recording	209	487	817	487
New owner mailing	142	364	454	1,585
<i>Exemptions</i>				
Homeowner exemptions	73	176	100	227
Senior homeowner exemptions	31	188	40	320
Senior Freeze exemptions	66	72	89	233
Disabled Veteran exemptions	15	21	19	32
Disabled person exemptions	23	40	30	70
Miscellaneous exemptions	3	10	7	18

Department Highlights

- Extended Tuesday evening hours provided assistance to 13 visitors after 4:30 pm in July.
- The total number of email addresses on the Assessor's Office contact list is 3,131. 16 new email contacts were added in July.
- Cook County Assessor's office is continually updating and revising their website. They are encouraging taxpayers to file Certificate of Errors online.
- The Cook County Treasurer postponed indefinitely the 2018 delinquent tax sale.
- 2019 2nd installment tax bills were mailed out July 1, 2020. Tax bills were due August 3, but can be paid until October 1 without penalty.

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 AND VETERANS AFFAIRS

Report for July 2020

SERVICE PROVIDED	JULY 2020	JULY 2019	FYTD 2021	FYTD 2020
<i>Website Visits*(total)</i>	6,576	6,016	24,861	18,650
<i>Website Visits (unique)</i>	4,436	4,379	15,812	15,094
<i>Facebook Likes</i>	40	68	140	205
<i>Facebook Reach</i>	48,491	65,371	228,730	253,383
<i>Twitter Followers</i>	0	8	13	18
<i>YouTube Views</i>	231	178	1,200	812
<i>Media Releases</i>	5	2	8	11
<i>Veteran Contacts</i>	17	61	262	253
<i>Total Veterans served</i>	13	47	177	181
<i>Total Resident Contacts (Elgin office)</i>	200	1,364	200	2,864

Department Highlights

- Community and Veterans Affairs staff joined the Office of Community Health staff on July 7 to begin planning a virtual event for the 13th Annual “Just for the Health of It” Community Health & Wellness Expo. Highlights include a revamped website highlighting vendors with the opportunity for more video content.
- Director Kuttenberg viewed a webinar on July 14 sponsored by Crain’s Chicago, “State of the Illinois Budget with Comptroller Mendoza”. Moderated by one of the reporters, Comptroller Mendoza discussed how the state budget is shaping up and exactly how big of a toll the coronavirus pandemic will take on Illinois.
- Director Kuttenberg met with representatives from Impact on July 16 to discuss alternative printing options for the Township newsletter and other needs. Research is still being conducted for potential cost saving measures.
- Director Kuttenberg attended the virtual Age Options Mid-year Legislative Update meeting on July 29. Congresswoman Schakowsky and six state legislators attended to discuss the federal and state response during the pandemic. Attendees also shared how their agencies and organizations have adapted to serve the older adult community.
- Director Kuttenberg chaired the bi-monthly virtual meeting of the Township Communicators of Illinois on July 29. Nine members attended to discuss trending topics, Annual Town Meeting scheduling, and social media promotion. The next meeting will be September 30 to discuss holiday program promotions during the pandemic.
- Director Kuttenberg received notification on July 31 that the Open Space Land Acquisition and Development (OSLAD) grant agreement with the Illinois Department of Natural Resources has been fully executed. The two-year window to complete the project has begun. The Township expects to receive the 50% grant award in mid-September.

DEPARTMENT OF EMERGENCY SERVICES

Report for July 2020

SERVICE PROVIDED	JULY 2020*	JULY 2019	FYTD 2021	FYTD 2020
<i>Volunteers</i>				
Total sworn volunteers	22	29	22	29
New sworn volunteers	1	1	1	1
<i>Hours</i>				
Volunteer Detail Hours	1,045	935	7,682	2,275
Volunteer Work Hours	222	263	512	1,065
Volunteer Training Hours	198	99	545	994
<i>Total Volunteer Hours</i>	1,465	1,297	8,739	4,334
<i>Details</i>				
Emergency Call Outs	17	8	42	30
Safety Patrols	35	2	213	13
Township Sponsored Events	0	2	0	8
Other Community Events	0	21	21	34
Miscellaneous	0	4	2	4
<i>Total Details</i>	36	37	262	89

*COVID-19 partial closure

Department Highlights

- HTES responded to a structural fire and traffic assist in Wayne on July 1 and July 14.
- HTES responded to a motor vehicle accidents in Hanover Park on July 4 and July 17.
- HTES responded to a search and rescue call in Aurora on July 5.
- HTES responded to two debris removal calls in Hanover Township and West Chicago on July 10.
- HTES responded for weather spotting within the Township on July 19.
- HTES responded to a search and rescue call in Romeoville on July 20.
- HTES responded to two structural fires in Hanover Park on July 21.
- HTES responded to two debris removal calls in Hoffman Estates on July 27.
- HTES responded to two structural fires in Hanover Park on July 28.
- HTES responded to a motor vehicle accident in South Elgin on July 29.
- HTES responded to a motor vehicle accident in South Barrington on July 29.
- HTES conducted 35 safety patrols within the Township in July.
- HTES officers met on July 6 and discussed a variety of operational topics.
- Director Crews and HTES officers and staff met with the Carol Stream Fire Department to demonstrate the HTES squad and command trailer capabilities on July 28-30.

Hanover Township Mission Statement:

Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.

DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for July 2020

SERVICE PROVIDED	JULY 2020**	JULY 2019	FYTD 2021	FYTD 2020
<i>Administration</i>				
Vehicle service calls	0	7	6	34
Work orders	*238	109	*880	415
Event set-ups/tear downs	14	190	30	778
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,390	5,820	18,629	18,483
Town Hall	8,940	10,620	23,040	35,880
Senior Center	39,437	39,970	139,618	131,118
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0.0	5.20	382.85	368.49
Town Hall	9.45	7.28	1,048.99	2,123.53
Senior Center	1,000.55	795.61	4,195.18	4,287.45
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	20	42

*increase due to implementation of UpKeep Work Order system allowing for more accurate documentation.

** COVID-19 partial closure

Department Highlights

- Director Hanson and Road Manager Santangelo met with Cook County Transportation and Highways Liaison John McNelis to address several drainage and stormwater issues throughout the unincorporated areas of the Township. Areas included the Rolling Knolls subdivision, Chapel Creek subdivision, and Dale Drive. The homeowners on Forest View Drive in Rolling Knolls and Paul Halverson, President of the Chapel Creek Homeowners Association, were also included in the meetings.
- Facilities Manager O’Neil fabricated additional temporary desk shields for staff coverage at the Izaak Walton Center and Astor Avenue Community Center due to damaged delivery of permanent acrylic shields.
- Facilities staff continues daily spray sanitation of buses, and is continuing the twice daily disinfecting of all facilities as part of department coronavirus precautions.
- Director Hanson and Facilities Manager O’Neil met with Senior Center staff to assist in planning for the return of programming to the Senior Center.
- Annual Township unincorporated roads Brush Pickup Program continued the first full week of July. Road Associate Crane and Seasonal Associates Callahan and Migliazzo chipped 16 truckloads of mulch, totaling 80 tons of mulch, bringing the season total to 152 tons. All mulch was delivered to residents of the Township through our Resident Mulch Delivery Service or used within Township Reserves.
- Director Hanson completed an unincorporated mowing review audit and presented findings to Township Administrator Barr.

Hanover Township Mission Statement:

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

DEPARTMENT OF HUMAN SERVICES

Report for July 2020

SERVICE PROVIDED	JULY 2020	JULY 2019	FYTD 2021	FYTD 2020
<i>General Assistance</i>				
General Assistance clients	10	10	44	41
General Assistance appointments	21	24	97	94
Emergency Assistance appointments	20	18	92	92
Emergency Assistance approved	5	1	14	11
Crisis intake clients	277	156	1,274	564
Access to Care	0	1	0	1
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	15	1	72	68
Circuit Breaker	0	0	0	0
<i>Social Services</i>				
ComEd Hardships	10	4	20	12
Weatherization	0	0	0	0
<i>Food Pantry</i>				
Served (Households)	786	651	3,443	2,708
New applications	11	35	11	131
Food Donations	112	40	270	160
<i>Community Center Walk-Ins</i>	61	172	73	719

Department Highlights

- Use of the food pantry continues to be strong. In the month of July, the food pantry served 786 families of which 228 were home deliveries. Beginning August 10, the home delivery schedule will change to every other week.
- Client choice continues to be offered inside the food pantry. Residents returning are required to complete the COVID-19 Symptoms Monitoring Tool and have their temperature taken and witnessed. In order to continue to meet the demand for food pantry needs, curbside delivery continues to be available.
- Food pantry donations increased slightly in July. Due to increased demand it continues to be necessary to purchase food from local grocers to meet the needs of residents.
- Hanover Township Foundation received over \$70,000 in monetary donations since the start of the COVID-19 pandemic allowing the food pantry to be well stocked.
- Applications continue to be submitted remotely for Community Economic Development Authority (CEDA) and Salvation Army. Salvation Army funds assisted 7 residents for a total of 3,084.11.
- Volunteer Employment Specialist, Karen Flaxman, is moving to Nebraska however has offered to continue to provide employment support to Hanover Township residents remotely.
- Low Income Home Energy Program (LIHEAP) opened July 27, three months earlier than previous years. All Human Services staff and auxiliary staff are trained to process applications and are assisting residents.
- Online registration for backpacks went well and 1,006 backpacks will be distributed to residents from the Astor Avenue Community Center in August.

Human Services Mission Statement:

Hanover Township Human Services is committed to improving the welfare of Hanover Township residents experiencing hardships. Providing resources and support to empower residents in achieving self-sustainability; to serve promptly with dignity and respect.

OFFICE OF THE MENTAL HEALTH BOARD

Report for July 2020

SERVICE PROVIDED	JUNE 2020*	JUNE 2019	FYTD 2021	FYTD 2020
<i>Grant Funding</i>				
New clients	167	126	854	878
Ongoing clients	879	757	2,315	1,712
Closed cases	111	43	181	274
Prevention programming presentations	10	88	80	448
Number in audience	21	345	879	706
<i>TIDE</i>				
Participants	25	20	25	20
Rides	81	100	254	461
<i>Resource Center</i>				
Organizations providing services	6	6	6	6
Clients served	0	136	3	292

*COVID-19 partial closure

Department Highlight

- The Community Integrated Living Arrangement home in Hoffman Estates that is funded by the Mental Health Board continued to receive a grocery delivery on a weekly basis from the food pantry.
- The Mental Health Board did not meet in the month of July. The next scheduled meeting is August 25, 2020.
- Fiscal Year 2021 Annual Funding Applications were updated and made available to agencies via the web. All agencies were notified that applications were available.
- Quarterly payments to funded agencies were processed and distributed.
- Several new staff from various agencies were trained on entering data in the Mental Health Board website and introduced to the function of the Mental Health Board.
- The next Human Services Coordinating Council meeting was scheduled for August 25. Corey Dixon, Elgin City Councilman, is speaking to the group about his work in Elgin regarding mental health, in addition to his work at the Kane County Jail.
- Communicated with several agencies regarding the potential need to apply for mid-year funding.
- Manager Teachout has been asked to be a part of a Working Group on Homelessness in Elgin.
- Manager Teachout began conversations with A#1 Cab about potentially expanding the TIDE program to provide more options for riders.

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.

OFFICE OF COMMUNITY HEALTH

Report for July 2020

SERVICE PROVIDED	JULY 2020	JULY 2019	FYTD 2021	FYTD 2020
<i>Appointments</i>				
ProTimes	10	10	31	38
TB skin test	1	12	3	36
Cholesterol	0	2	0	13
Pharmaceutical Assistance Programs	2	0	2	3
Miscellaneous labs	8	10	31	48
Wellness Screening (BP, diabetes, anemia)	5	44	8	262
Other*	32	51	126	175
<i>Clinic Clients</i>				
Senior Center/ home visits	46	105	134	440
Astor Avenue	4	8	4	33
Elgin, Izaak Walton Center	1	1	1	14
Offsite clinics	0	13	0	42
Total clients (unduplicated)	29	46	87	283
<i>Public Education & Health Promotion</i>				
Media coverage	0	4	0	16
Informational seminars/Program	1	5	5	24
Program Participants	17	85	110	697
<i>Primary Care Provider Support</i>	0	1	2	9

*Other includes virtual nurse appointments during COVID 19 closure

Department Highlights

- Director Smith and Community Health Nurse Court provided 4 home visits for residents in the month of July.
- Director Smith and Community Health Nurse Court continued to perform case investigation for COVID-19 positive patients for the Cook County Department of Public Health and were assigned 86 new cases in the month of July.
- Director Smith and Community Health Nurse Court provided 7 virtual nurse appointments for residents in the month of July.
- The department created 2 educational videos for social media in the month of July, on COVID-19 and how to choose produce in a grocery store.
- Community Health Nurse Court resumed the outdoor walking program at the Izaak Walton Center on July 7.
- Director Smith and Community Health Nurse Court toured the Chicago Dental Society Dental Clinic in Wheaton to learn about dental services that are available to residents, on July 9.
- Community Health Nurse Court became re-certified as an instructor for Ageless Grace, the neuroplasticity brain fitness program, on July 16.
- Director Smith and Community Health Nurse Court attended a Salesforce training, the new software used by the Illinois Department of Health for COVID-19 contact tracing on July 28.

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 YOUTH AND FAMILY SERVICES

Report for July 2020

SERVICE PROVIDED	JULY 2020*	JULY 2019	FYTD 2021	FYTD 2020
<i>Outreach & Prevention</i>				
Open Gym participants	182	627	366	4,637
Open Gym participants (unduplicated)	41	609	55	768
Alternative to Suspension referrals	0	0	0	2
Alternative to Suspension participants	23	21	269	727
Alternative to Suspension participants (unduplicated)	7	0	127	124
<i>Clinical</i>				
Therapy clients	390	311	918	1,428
Therapy clients (unduplicated)	55	144	180	674
New clients (unduplicated)	2	0	16	69
Clinical hours	193	285	691	1,050
Group session participants	43	207	63	1,325
<i>Tutoring Participants</i>				
Total	8	104	14	469
Unduplicated	2	29	4	125

*COVID-19 partial closure

Department Highlights

- Prevention Services began in person summer programming on July 2.
- In person summer Open Gym had 146 participants and virtual Open Gym had 36 participants in July.
- Youth and Family Services Intern, Katrina Granberry, began her placement with the department on July 14.
- Substance Abuse Prevention Specialist Konzal and 6 youth leaders from Streamwood and Bartlett High Schools and Tefft Middle School participated in the Cebrin Goodman Teen Institute that was done virtually from July 26 through July 30. The Institute provided the youth leaders with education, skills, and opportunities to advance their leadership skills in building drug free communities.
- Director Houdek participated in a conference call with Jerry Crabtree, Associate Director/Education Coordinator of Township Officials of Illinois (TOI) to discuss the Association of Illinois Township Committees on Youth (AITCOY) participation at the fall Annual Education Conference.
- Director Houdek met with Trustee Beattie to discuss goals for the Committee on Youth.
- Director Houdek continues to lead weekly videoconferencing meetings with AITCOY executive members to discuss updates and programming regarding youth services during COVID-19.
- Director Houdek and Substance Abuse Prevention Specialist Konzal met virtually with Streamwood High School Multi-Tier System of Support (MTSS) Coordinator Corey Elton to discuss how to provide prevention and clinical services to students while distant learning.
- Director Houdek met with Principal Arroyo from Parkwood Elementary to discuss providing services to students virtually and in person for the 2020/2021 school year.
- Director Houdek and Youth and Family Services staff continue to be in contact with School District U-46 staff regarding the re-opening of schools and department programming.

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 8/4/2020 - 8/17/2020

	<u>Total</u>
Total Town Fund	93,613.33
Total Senior Services Fund	50,291.01
Total General Assistance Fund	7,151.91
Total Road Maintenance Fund	18,585.21
Total Mental Health Board Fund	4,381.63
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	7,825.00
 Total All Funds	 <u><u>182,048.09</u></u>

Supervisor

Trustee

Trustee

Town Clerk
Attest

Trustee

Trustee

Hanover Township Board Audit Report

August 4 - 17, 2020

Type	Date	Num	Name	Memo	Amount
1013 · Town Fund - Revenue					
1013440 · YFS - Tutoring Fees					
Check	08/04/2020	137734	Maryville Academy	Program Refund	22.50
Total 1013440 · YFS - Tutoring Fees					22.50
Total 1013 · Town Fund - Revenue					22.50
1103 · Aging Services - Revenue					
1103500 · Senior Programs					
Check	08/11/2020	137786	Janice Kretschmer	Program Refund	124.00
Check	08/11/2020	137788	June LaMantia	Program Refund	38.00
Check	08/14/2020	137923	Glady Sosa-Shirley	Program Refund	183.00
Total 1103500 · Senior Programs					345.00
Total 1103 · Aging Services - Revenue					345.00
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	08/11/2020	137814	A1 Trophies & Awards	Inv# 15536 Entrance Board Sign (8)	140.00
Check	08/11/2020	137818	Pitney Bowes Global Financial Services	Inv# 3104100960 Postage Machine Quarterly Lease 7/30-10/29	487.53
Total 1014410 · Equipment Purchases					627.53
1014430 · Computer Equipment & Software					
Check	08/11/2020	137798	ProxiT Technology Solutions	Inv# 21435 Netwrok Labor - July 2020	4,202.25
Check	08/11/2020	137815	Access 1 Source	Inv# 80040 Time & Attendance Monthly Software Fee	292.00
Total 1014430 · Computer Equipment & Software					4,494.25
Total 101CAP · Capital Expenditures					5,121.78
101CHN · Community Health					
1014453 · Printing					
Check	08/11/2020	137766	Braden Interact Business Products (YFS)	Inv# 653565 Copy Charges	2.08
Total 1014453 · Printing					2.08
1014457 · Furniture and Computer Equip					
Check	08/11/2020	137789	Leaf (618-008)	Inv# 10890812 Lower Level Copier Lease	60.00
Total 1014457 · Furniture and Computer Equip					60.00
1014491 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	2,286.56
Total 1014491 · Health Insurance					2,286.56
1014493 · Unemployment					

Hanover Township Board Audit Report

August 4 - 17, 2020

Type	Date	Num	Name	Memo	Amount
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	199.87
	Total 1014493 · Unemployment				199.87
	Total 101CHN · Community Health				2,548.51
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	08/11/2020	137767	Braden Interact Business (Jay St)	Inv# 653572 Copy Charges	4.04
	Total 1014614 · Printing				4.04
1014617 · Equipment & Furniture					
Check	08/14/2020	137935	Verizon Wireless (00002)	Inv# 9858972084 Monthly Charges 7/19-8/18	36.01
	Total 1014617 · Equipment & Furniture				36.01
1014619 · Office Supplies					
Check	08/11/2020	137805	Staples	Inv# 3451701194 Hand Soap	3.58
	Total 1014619 · Office Supplies				3.58
1014621 · Satellite Office Utilities					
Check	08/11/2020	137775	City of Elgin	Acct# 413720-6423 Water Monthly Charges 6/9-7/9	32.43
Check	08/11/2020	137794	Nicor 78	Acct# 78-11-12-9467 Monthly Charges 6/26-7/25	45.46
	Total 1014621 · Satellite Office Utilities				77.89
1014623 · Satellite Office Phone & Intrnt					
Check	08/11/2020	137770	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 8/4-9/3	203.35
	Total 1014623 · Satellite Office Phone & Intrnt				203.35
1014691 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	1,143.28
	Total 1014691 · Health Insurance				1,143.28
1014693 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	104.28
	Total 1014693 · Unemployment				104.28
	Total 101CMA · Community Relations				1,572.43
101VET · Veteran Affairs					
1014793 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	52.14
	Total 1014793 · Unemployment				52.14

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Type	Date	Num	Name	Memo	Amount
Total 101VET · Veteran Affairs					52.14
Total 101CVA · Community & Veteran Affairs					1,624.57
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	08/11/2020	137764	Bartlett Sports	Inv# 5565 Uniform Shirts (25)/Caps (10)	474.50
Check	08/11/2020	137800	Ray O'herron Co., Inc.	Inv# 2041710 ES Badges (5)	662.50
Total 1014803 · Uniforms					1,137.00
1014813 · Vehicle Fuel & Maintenance					
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451628 Truck Generator Maintenance	96.39
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451895 Subaru Generator Maintenance	85.33
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451896 Subaru Generator Maintenance	115.81
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451897 Honda Generator Maintenance	80.08
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451898 Subaru Pump Maintenance	102.26
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 451899 Subaru Pump Maintenance	80.08
Check	08/11/2020	137768	Carol Stream Lawn and Power	Inv# 452940 Chainsaw Maintenance	52.50
Check	08/11/2020	137776	Friendly Ford, Inc	Inv# 61487 Vehicle Battery	173.39
Check	08/11/2020	137791	Mark Your Space, Inc.	Inv# 5865 Interceptor Blue Reflective Graphics	80.00
Check	08/11/2020	137795	North Shore Power Electric Co Inc	Inv# 8337 Generator Maintenance	325.00
Total 1014813 · Vehicle Fuel & Maintenance					1,190.84
1014814 · Communications					
Check	08/14/2020	137935	Verizon Wireless (00002)	Inv# 9858972084 Monthly Charges 7/19-8/18	94.05
Total 1014814 · Communications					94.05
1014891 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	1,966.46
Total 1014891 · Health Insurance					1,966.46
1014893 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	50.40
Total 1014893 · Unemployment					50.40
Total 101ES · ES - Expenditures					4,438.75
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	08/11/2020	137816	Arachas Group LLC	Inv# 15614 Annual Supervisor Bond	8,430.00
Total 1014503 · General Insurance					8,430.00
Total 101ISE · Insurance & Employee Benefits					8,430.00
101LEA · Legal & Auditing					
1014502 · Legal Services					

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Type	Date	Num	Name	Memo	Amount
Check	08/11/2020	137785	Kopon Airdo, LLC	Inv# 190-0001-31088 Legal Services - July	9,707.93
Total 1014502 · Legal Services					9,707.93
Total 101LEA · Legal & Auditing					9,707.93
101MAIN · Facilities Maintenance					
1014208 · Housekeeping Contract					
Check	08/11/2020	137773	Custodius Chicago	Inv# 618 June-July Cleaning Services - IWC	944.84
Check	08/11/2020	137782	Imperial Service Systems, Inc	Inv# 136181 Cleaning Services - Town Hall	1,069.00
Check	08/11/2020	137782	Imperial Service Systems, Inc	Inv# 136209 Cleaning Services - Senior Center	1,666.00
Check	08/11/2020	137802	Scrubco	Inv# 11352 July Cleaning Services - Astor	1,000.00
Total 1014208 · Housekeeping Contract					4,679.84
1014209 · Building Contracts					
Check	08/11/2020	137796	Orkin Pest Control 579 (Astor)	Inv# 199498213 Pest Control - Astor Ave	7.24
Total 1014209 · Building Contracts					7.24
1014210 · Building Maintenance - Town					
Check	08/11/2020	137761	Amperage Electrical Supply Inc	Inv# 1080264 Occupancy Sensor Light Switches (12)	471.20
Check	08/14/2020	137938	The Home Depot	Phone Wiring	25.25
Check	08/14/2020	137938	The Home Depot	Electrical Tape	14.91
Total 1014210 · Building Maintenance - Town					511.36
1014211 · Building Maintenance - Senior					
Check	08/11/2020	137761	Amperage Electrical Supply Inc	Inv# 1080833 Ballast/Light Bulb	65.08
Check	08/14/2020	137925	Amperage Electrical Supply Inc	Inv# 1084811 Ballasts	94.00
Total 1014211 · Building Maintenance - Senior					159.08
1014212 · Building Maintenance - Astor					
Check	08/14/2020	137938	The Home Depot	Emergency Light	42.47
Check	08/14/2020	137938	The Home Depot	Cleaning Product (3 cases)	12.92
Total 1014212 · Building Maintenance - Astor					55.39
1014214 · Equipment Maintenance - Senior					
Check	08/11/2020	137763	Bade Supply	Inv# 37901 Disinfectant - 5 Gallons	276.00
Total 1014214 · Equipment Maintenance - Senior					276.00
1014215 · Equipment Maintenance - Astor					
Check	08/11/2020	137784	Kool Technologies, Inc.	Inv# 4300 Food Pantry Walk-in Cooler Thermostat	285.00
Check	08/11/2020	137792	Menards - West Chicago	Inv# 8768 HDM Cart Casters	49.90
Total 1014215 · Equipment Maintenance - Astor					334.90
1014218 · Vehicle Maintenance - Town					
Check	08/11/2020	137807	Valvoline	Inv# 24980 Oil Change YFS Van# 144	67.88

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Type	Date	Num	Name	Memo	Amount
Check	08/14/2020	137926	Bob's Auto Body, Inc	Transit Van Accident Body Molding/Door Assembly	1,830.48
Total 1014218 · Vehicle Maintenance - Town					1,898.36
1014221 · Cell Phone/Communications					
Check	08/14/2020	137935	Verizon Wireless (00002)	Inv# 9858972084 Monthly Charges 7/19-8/18	234.63
Total 1014221 · Cell Phone/Communications					234.63
1014222 · Trash Removal - Town					
Check	08/11/2020	137780	Groot, Inc.	Acct# 3107-68246 Inv# 5853858 Monthly Charges August 2020	264.73
Total 1014222 · Trash Removal - Town					264.73
1014223 · Trash Removal - Senior					
Check	08/11/2020	137780	Groot, Inc.	Acct# 3107-61390 Inv# 5853695 Monthly Charges August 2020	339.38
Total 1014223 · Trash Removal - Senior					339.38
1014224 · Trash Removal - Astor					
Check	08/11/2020	137780	Groot, Inc.	Acct# 3107-69323 Inv# 5853859 Monthly Charges August 2020	660.78
Total 1014224 · Trash Removal - Astor					660.78
1014225 · Grounds/Reserve Maintenance					
Check	08/11/2020	137787	Lafarge Aggregates Illinois Inc	Inv# 713084853 Bridlewood Reserve Erosion Control Limestone	247.20
Check	08/11/2020	137787	Lafarge Aggregates Illinois Inc	Inv# 713098569 Bridlewood Reserve Erosion Control Limestone	172.63
Check	08/11/2020	137787	Lafarge Aggregates Illinois Inc	Inv# 713106435 Bridlewood Reserve Erosion Control Limestone	55.21
Check	08/11/2020	137804	SiteOne Landscape Supply, LLC	Inv# 101957254-001 Runzel Reserve Box Cover	27.32
Check	08/14/2020	137938	The Home Depot	Weed Killer	19.47
Check	08/14/2020	137938	The Home Depot	Weed Killer	109.00
Total 1014225 · Grounds/Reserve Maintenance					630.83
1014227 · Miscellaneous					
Check	08/11/2020	137819	Verify (XHANOV)	Inv# 1370050 Background Check	18.00
Total 1014227 · Miscellaneous					18.00
1014228 · Building Maintenance - Izaak					
Check	08/11/2020	137797	Orkin Pest Control 641 (IWC) Jay St	Inv# 200780754 Pest Control IWC August 2020	5.86
Check	08/14/2020	137938	The Home Depot	IWC Building Repair Material	37.20
Check	08/14/2020	137938	The Home Depot	IWC Attic Ventilation Materials	40.03
Total 1014228 · Building Maintenance - Izaak					83.09
1014230 · Trash Removal - Izaak					
Check	08/11/2020	137780	Groot, Inc.	Acct# 3107-54379 Inv# 5854584 Monthly Charges August 2020	124.45
Total 1014230 · Trash Removal - Izaak					124.45
1014291 · Health Insurance					

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Type	Date	Num	Name	Memo	Amount
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	10,541.04
Total 1014291 · Health Insurance					10,541.04
1014293 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	243.32
Total 1014293 · Unemployment					243.32
Total 101MAIN · Facilities Maintenance					21,062.42
101PAN · Pantry					
1014161 · Utilities					
Check	08/14/2020	137931	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 7/2-8/3	760.15
Total 1014161 · Utilities					760.15
1014191 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	2,400.88
Total 1014191 · Health Insurance					2,400.88
1014193 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	52.14
Total 1014193 · Unemployment					52.14
Total 101PAN · Pantry					3,213.17
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	08/14/2020	137928	Call One	Inv# 309740 Monthly Charges 8/15-9/14	797.78
Total 1014402 · Telephone - Town					797.78
1014403 · Utilities - Town					
Check	08/11/2020	137810	Village of Bartlett	Acct# 51470 Bill# 741677 Water/Sewer Town	9.49
Check	08/11/2020	137810	Village of Bartlett	Acct# 63818 Bill# 747647 Water/Sewer Runzel Reserve	209.63
Check	08/14/2020	137929	Com Ed 006 (Town)	Acct 7826009006 Monthly Charge/Supply Services 7/2-8/1	1,299.31
Total 1014403 · Utilities - Town					1,518.43
1014405 · Internet Access - Town					
Check	08/11/2020	137762	AT&T 824	Acct 253810824 Back-up Internet 7/28-8/27	83.77
Total 1014405 · Internet Access - Town					83.77
Total 101THE · Town Hall Expense					2,399.98
101TOE · Town Office Expense					
1014406 · Printing					

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Type	Date	Num	Name	Memo	Amount
Check	08/11/2020	137817	Braden Interact Business Products (Town)	Inv# 655018 Copy Charges	590.49
Total 1014406 · Printing					590.49
1014530 · Financial Administration					
Check	08/11/2020	137779	Governmental Accounting, Inc	Inv# 58813 Monthly Contract Billing August 2020	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014560 · Emergency Contingency Fund					
Check	08/14/2020	137927	Bade Supply	Inv# 38105 Disinfectant Wipes (10 Cases)	395.00
Check	08/14/2020	137938	The Home Depot	Hand Sanitizer - Covid	206.08
Total 1014560 · Emergency Contingency Fund					601.08
1014591 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	7,705.74
Total 1014591 · Health Insurance					7,705.74
1014593 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	364.99
Total 1014593 · Unemployment					364.99
Total 101TOE · Town Office Expense					14,662.30
104ASR · Assessor's Division					
1044411 · Equipment					
Check	08/12/2020	137914	Noventech, Inc.	Inv# 8899 Annual Cook County Assessors VPN Connection	475.00
Total 1044411 · Equipment					475.00
1044491 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	4,900.87
Total 1044491 · Health Insurance					4,900.87
1044493 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	149.82
Total 1044493 · Unemployment					149.82
Total 104ASR · Assessor's Division					5,525.69
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094614 · Printing					
Check	08/14/2020	137937	TTSG Leasing	Inv# 52355 Copy Charges 7/13-8/12	43.28
Total 1094614 · Printing					43.28

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Type	Date	Num	Name	Memo	Amount
	1094618 · Psychiatric Backup				
Check	08/11/2020	137759	Alexian Brothers Behavioral Health Hospi	Psychiatric Backup	470.00
	Total 1094618 · Psychiatric Backup				470.00
	1094623 · Travel				
Check	08/04/2020	137743	Gonzalez, Nora C	Mileage Reimbursement July 2020	13.92
Check	08/11/2020	137753	Katrina Granberry	Mileage Reimbursement July 2020	6.96
	Total 1094623 · Travel				20.88
	1094629 · Dues & Subscriptions				
Check	08/11/2020	137806	Township Officials of Illinois	Associate Membership for TOI	50.00
Check	08/14/2020	137919	Township Officials of Illinois	Associate Membership	50.00
	Total 1094629 · Dues & Subscriptions				100.00
	1094691 · Health Insurance				
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	9,349.98
	Total 1094691 · Health Insurance				9,349.98
	1094693 · Unemployment				
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	583.28
	Total 1094693 · Unemployment				583.28
	Total 109ADM · Administration & Clinical				10,567.42
	109OUT · Outreach & Prevention				
	1094644 · Travel				
Check	08/04/2020	137745	Konzal, Tessa	Mileage Reimbursement June 2020	27.26
Check	08/04/2020	137745	Konzal, Tessa	Mileage Reimbursement July 2020	55.68
	Total 1094644 · Travel				82.94
	1094651 · Cellphones				
Check	08/14/2020	137935	Verizon Wireless (00002)	Inv# 9858972084 Monthly Charges 7/19-8/18	218.32
	Total 1094651 · Cellphones				218.32
	1094791 · Health Insurance				
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	3,429.84
	Total 1094791 · Health Insurance				3,429.84
	1094793 · Unemployment				
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	557.21
	Total 1094793 · Unemployment				557.21

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Type	Date	Num	Name	Memo	Amount
Total 109OUT · Outreach & Prevention					4,288.31
Total 109YFS · Youth & Family Services					14,855.73
Total 1014 · Town Fund - Expenditures					93,590.83
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	08/11/2020	137810	Village of Bartlett	Acct# 62447 Bill# 747241 Water/Sewer	145.27
Check	08/14/2020	137930	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 7/2-8/1	4,742.74
Total 1104524 · Utilities					4,888.01
1104525 · Telephone & High Speed Internet					
Check	08/14/2020	137935	Verizon Wireless (00002)	Inv# 9858972084 Monthly Charges 7/19-8/18	66.35
Total 1104525 · Telephone & High Speed Internet					66.35
1104527 · Equipment					
Check	08/11/2020	137789	Leaf (618-008)	Inv# 10890812 Lower Level Copier Lease	60.00
Total 1104527 · Equipment					60.00
1104528 · Office Supplies					
Check	08/14/2020	137924	Accurate Office Supply Co	Inv# 520804 Clipboard	6.96
Check	08/14/2020	137924	Accurate Office Supply Co	Inv# 520516 Tapes/Soap/Pens/Clipboard	177.62
Check	08/14/2020	137924	Accurate Office Supply Co	Inv# 521405 Toner/Log Book/Legal Pads	122.76
Total 1104528 · Office Supplies					307.34
1104533 · Printing					
Check	08/11/2020	137766	Braden Interact Business Products (YFS)	Inv# 653565 Copy Charges	18.57
Check	08/12/2020	137915	Quik Impressions Group	Inv# 835634 Bilingual Brochures (1,300)	330.94
Total 1104533 · Printing					349.51
1104539 · Miscellaneous					
Check	08/11/2020	137814	A1 Trophies & Awards	Inv# 15536 Name Plate/Badge	20.45
Total 1104539 · Miscellaneous					20.45
1104591 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	3,452.72
Total 1104591 · Health Insurance					3,452.72
1104593 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	99.94
Total 1104593 · Unemployment					99.94

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Type	Date	Num	Name	Memo	Amount
Total 1104ADM · Administration					9,244.32
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3558933 Congregate Food	12.55
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3563474 Congregate Food	24.25
Check	08/04/2020	137730	Get Fresh Produce, Inc	Credit# 441243 Inv# 3561353 Congregate Food	-25.10
Check	08/04/2020	137732	Highland Baking Company	Inv# 2327204 Congregate Food	25.62
Check	08/11/2020	137777	Get Fresh Produce, Inc	Inv# 3563446 Congregate Food	249.58
Check	08/11/2020	137778	Gordon Food Service	Inv# 204018953 Congregate Food	438.77
Check	08/11/2020	137781	Highland Baking Company	Inv# 2327760 Congregate Food	27.26
Check	08/11/2020	137781	Highland Baking Company	Inv# 2328720 Congregate Food	72.62
Check	08/11/2020	137781	Highland Baking Company	Inv# 2329441 Congregate Food	6.83
Check	08/11/2020	137812	Highland Baking Company	Inv# 2331033 Congregate Food	30.29
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3570166 Congregate Food	139.97
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3564293 Congregate Food	203.80
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3565694 Congregate Food	37.40
Check	08/14/2020	137933	Gordon Food Service	Inv# 204161167 Congregate Food	817.75
Total 1105551 · Congregate Food					2,061.59
1105553 · Congregate Supplies					
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3563474 Congregate Supplies	123.30
Check	08/04/2020	137740	West Pier Laundry Streamwood	Inv# 2741 Laundry Service Dish Towels/Tablecloths	37.35
Check	08/11/2020	137777	Get Fresh Produce, Inc	Inv# 3563446 Congregate Supplies	20.20
Check	08/11/2020	137778	Gordon Food Service	Inv# 204018953 Congregate Supplies	153.91
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3570166 Congregate Supplies	20.20
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3564293 Congregate Supplies	20.20
Check	08/14/2020	137933	Gordon Food Service	Inv# 204161167 Congregate Supplies	45.30
Total 1105553 · Congregate Supplies					420.46
1105558 · Home Delivered Meals Food					
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3558933 HDM Food	12.55
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3563474 HDM Food	24.25
Check	08/04/2020	137730	Get Fresh Produce, Inc	Credit# 441243 Inv# 3561353 HDM Food	-25.10
Check	08/04/2020	137732	Highland Baking Company	Inv# 2327204 HDM Food	25.62
Check	08/11/2020	137777	Get Fresh Produce, Inc	Inv# 3563446 HDM Food	249.57
Check	08/11/2020	137778	Gordon Food Service	Inv# 204018953 HDM Food	438.77
Check	08/11/2020	137781	Highland Baking Company	Inv# 2327760 HDM Food	27.25
Check	08/11/2020	137781	Highland Baking Company	Inv# 2328720 HDM Food	36.31
Check	08/11/2020	137781	Highland Baking Company	Inv# 2329441 HDM Food	6.82
Check	08/11/2020	137799	Pur Foods LLC dba Mom's Meals	Inv# MM07312020 Special Dietary Meals (343)	2,320.43
Check	08/11/2020	137812	Highland Baking Company	Inv# 2331033 HDM Food	30.29
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3570166 HDM Food	139.97
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3564293 HDM Food	203.80
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3565694 HDM Food	37.39
Check	08/14/2020	137933	Gordon Food Service	Inv# 204161167 HDM Food	817.74

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Type	Date	Num	Name	Memo	Amount
Total 1105558 · Home Delivered Meals Food					4,345.66
1105560 · Home Delivered Meals Supplies					
Check	08/04/2020	137730	Get Fresh Produce, Inc	Inv# 3563474 HDM Supplies	123.30
Check	08/04/2020	137740	West Pier Laundry Streamwood	Inv# 2741 Laundry Service Dish Towels/Tablecloths	37.35
Check	08/11/2020	137777	Get Fresh Produce, Inc	Inv# 3563446 HDM Supplies	20.20
Check	08/11/2020	137778	Gordon Food Service	Inv# 204018953 HDM Supplies	153.90
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3570166 HDM Supplies	20.20
Check	08/12/2020	137913	Get Fresh Produce, Inc	Inv# 3564293 HDM Supplies	20.20
Check	08/14/2020	137933	Gordon Food Service	Inv# 204161167 HDM Supplies	45.30
Total 1105560 · Home Delivered Meals Supplies					420.45
1105793 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	249.58
Total 1105793 · Unemployment					249.58
Total 1104NUT · Nutrition					7,497.74
1104PRO · Enrichment Programs					
1104515 · Programming					
Check	08/12/2020	137908	Jim Gibbons	Senior Presentation - Woodstock Virtual Presentation	275.00
Check	08/12/2020	137909	Bob Kalal	Zoom - Music Performance	175.00
Check	08/12/2020	137912	Dance Alternatives, Inc.	Inv# HP07220729 Virtual Line Dance Classes (2)	110.00
Check	08/14/2020	137918	Marti Spenk	Inv#33 Exercise Class Instructor Fee/Zoom Subscription	574.99
Check	08/14/2020	137920	Joan Davis	Senior Presentation - Blue Zone	150.00
Check	08/14/2020	137921	JR Media Group	Senior Presentation - Telephone Topic Trivia Sept/Oct	100.00
Check	08/14/2020	137922	Emilie L Lucchesi	Inv# HP4 Senior Presentation - Salem Witch Trial	200.00
Total 1104515 · Programming					1,584.99
1104520 · Volunteer Services					
Check	08/04/2020	137741	Dorothy Archer	Home Delivered Meals Mileage Reimbursement July 2020	153.58
Check	08/04/2020	137742	Lawrence Boquist	Home Delivered Meals Mileage Reimbursement July 2020	64.21
Check	08/04/2020	137744	Valerie Jachowske	Home Delivered Meals Mileage Reimbursement May-July 2020	144.42
Check	08/04/2020	137746	Andrew and Angela Lazzara	Home Delivered Meals Mileage Reimbursement July 2020	31.03
Check	08/04/2020	137747	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement July 2020	71.34
Check	08/11/2020	137752	Christina Gozdecki	Home Delivered Meals Mileage Reimbursement June-July 2020	111.94
Check	08/11/2020	137754	Lori Knaub	Home Delivered Meals Mileage Reimbursement 5/27-7/29	124.87
Check	08/11/2020	137755	Alan Lenoci	Home Delivered Meals Mileage Reimbursement July 2020	46.28
Check	08/11/2020	137756	Kevin Patterson	Home Delivered Meals Mileage Reimbursement 6/26-7/31	66.70
Check	08/11/2020	137757	Larry Piemonte	Home Delivered Meals Mileage Reimbursement July 2020	88.97
Check	08/11/2020	137808	Verify (XHTSSE)	Inv# 1370060 Background Checks July	132.00
Total 1104520 · Volunteer Services					1,035.34
1104532 · Visual Arts					
Check	08/04/2020	137729	Blick Art Materials	Inv# 4227236 Sharpie Markers/Paste	53.95
Check	08/04/2020	137729	Blick Art Materials	Inv# 4229637 Glaze	140.05

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Type	Date	Num	Name	Memo	Amount
Check	08/11/2020	137813	Hobby Lobby	Inv# 93157610 Craft Supplies	8.98
	Total 1104532 · Visual Arts				202.98
1104891 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	11,158.46
	Total 1104891 · Health Insurance				11,158.46
1104893 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	355.95
	Total 1104893 · Unemployment				355.95
	Total 1104PRO · Enrichment Programs				14,337.72
1104SOC · Social Services					
1104516 · Social Services					
Check	08/14/2020	137924	Accurate Office Supply Co	Inv# 520667 Ink	220.96
	Total 1104516 · Social Services				220.96
1104560 · Psychiatric Services					
Check	08/11/2020	137760	Alexian Bros (C-Hope) Behavioral Health	C-Hope Psychiatric Services	16.11
	Total 1104560 · Psychiatric Services				16.11
1104564 · Senior Health Ins Program					
Check	08/04/2020	137733	Kwik Print	Inv# 64448 Specialized Form Development - SHIP	1,178.60
Check	08/14/2020	137924	Accurate Office Supply Co	Inv# 520515 Folders/Bus Card Holders/Copy Paper/Clips/ink	718.17
	Total 1104564 · Senior Health Ins Program				1,896.77
1104991 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	2,490.30
	Total 1104991 · Health Insurance				2,490.30
1104993 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	239.50
	Total 1104993 · Unemployment				239.50
	Total 1104SOC · Social Services				4,863.64
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	08/11/2020	137783	Kammes Auto & Truck Repair, Inc.	Inv# 131588 AC Repairs to Bus# 502	1,053.29
Check	08/12/2020	137911	Complete Fleet Services Inc.	Inv# 25828 Bus 142 Windshield/Oil Change/Wheel Simulator Kit	897.93
	Total 1104518 · Vehicle Maintenance				1,951.22

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Type	Date	Num	Name	Memo	Amount
1104550 · Telephone					
Check	08/11/2020	137809	Verizon Wireless	Acct# 742025529 Monthly Charges 6/19-7/18	493.41
Total 1104550 · Telephone					493.41
1104551 · Training					
Check	08/12/2020	137910	Alexian Bros Corporate Health Services	Inv# 708820 Drug Screen/Physical	136.00
Total 1104551 · Training					136.00
1104553 · Uniforms					
Check	08/11/2020	137769	Cintas #22	Inv# 1901516177 Uniform Shirt/Sweatshirt	90.44
Total 1104553 · Uniforms					90.44
1104691 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	10,906.92
Total 1104691 · Health Insurance					10,906.92
1104693 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	424.60
Total 1104693 · Unemployment					424.60
Total 1104TRN · Transportation					14,002.59
Total 1104 · Aging Services - Expenditures					49,946.01
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	08/04/2020	137737	Staples	Inv# 3451219913 Paper Products	23.75
Check	08/04/2020	137737	Staples	Inv# 3451219914 Paper Products	29.38
Check	08/04/2020	137737	Staples	Inv# 3451219916 Binders, Paper, Tape, Notebooks	96.87
Check	08/04/2020	137737	Staples	Inv# 3451219917 Clipboards (10)	23.80
Total 2024202 · Office Supplies					173.80
2024204 · Equipment					
Check	08/04/2020	137737	Staples	Inv# 3451701021 Multipurpose Table	107.29
Total 2024204 · Equipment					107.29
2024212 · Dues & Publications					
Check	08/04/2020	137739	Township Officials of Illinois	Member# T14092 Associate Membership 2020-2021	50.00
Total 2024212 · Dues & Publications					50.00
2024591 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	4,596.00

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Type	Date	Num	Name	Memo	Amount
Total 2024591 · Health Insurance					4,596.00
2024593 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	149.82
Total 2024593 · Unemployment					149.82
Total 2024ADM · Administration					5,076.91
2024HOM · Home Relief					
2024119 · Emergency Assistance					
Check	08/07/2020	5588	Bartlett Lake Apartments	Emergency Assistance	1,185.00
Check	08/12/2020	5589	Kenneth Numerowski	Emergency Assistance	890.00
Total 2024119 · Emergency Assistance					2,075.00
Total 2024HOM · Home Relief					2,075.00
Total 2024 · Human Services - Expenditures					7,151.91
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					
Check	08/11/2020	137785	Kopon Airdo, LLC	Inv# 190-0007-31089 Road Division Legal Services - July	4,875.53
Total 3034701 · Legal					4,875.53
3034709 · Uniforms & Safety Equipment					
Check	08/14/2020	137938	The Home Depot	Chipper Crew Safety Gloves (5)	129.85
Total 3034709 · Uniforms & Safety Equipment					129.85
3034711 · Utilities					
Check	08/11/2020	137771	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges/Supply Services 7/1-7/31	308.86
Total 3034711 · Utilities					308.86
3034791 · Health Insurance					
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	2,286.56
Total 3034791 · Health Insurance					2,286.56
3034793 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	312.85
Total 3034793 · Unemployment					312.85
Total 3034ADM · Administration					7,913.65
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	08/04/2020	137728	Beverly Materials, L.L.C.	Inv# 254101 Gravel for Erosion Control on Douglas Drive	53.90

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Type	Date	Num	Name	Memo	Amount
Check	08/04/2020	137738	SiteOne Landscape Supply, LLC	Inv# 101957254-001 Matting for Douglas Rd Repairs	90.62
Check	08/11/2020	137765	Beverly Materials, L.L.C.	Inv# 254796 3" Stone for Erosion Restoration on Douglas Dr & Circle Dr.	61.56
Check	08/11/2020	137774	Earth, Inc	Inv# 22098 Topsoil for Greenfeather Cul-de-sac Renovation	560.00
Check	08/11/2020	137774	Earth, Inc	Inv# 22147 Roadside Restoration Nottingham & Sherwood Dr	60.00
Check	08/11/2020	137774	Earth, Inc	Inv# 22167 Topsoil for Douglas Erosion Restoration	260.00
Check	08/11/2020	137793	Midwest Trading	Inv# 1477765 Mulch for Greenfeather Cul-de-Sac Restoration	150.40
Check	08/11/2020	137804	SiteOne Landscape Supply, LLC	Inv# 101957254-001 Erosion Restoration Douglas Dr Matting	63.30
Check	08/14/2020	137938	The Home Depot	Greenfeather Cul de Sac Restoration Plantings	178.68
Check	08/14/2020	137938	The Home Depot	Aluminum Rakes (2)	105.80
Check	08/14/2020	137938	The Home Depot	Chipper Pry Bar	13.97
Check	08/14/2020	137939	Welch Bros., Inc	Inv# 3097966 Storm Grates (2)	490.40
Total 3034602 · Operating Supplies & Materials					2,088.63
3034610 · Street Lighting					
Check	08/11/2020	137772	Com Ed 051	Acct# 5619024051 Monthly Charges 7/1-7/31	34.73
Check	08/14/2020	137932	Com Ed 152	Acct# 0045120152 Monthly Charges 7/9-8/9	395.79
Check	08/14/2020	137940	Wood Dale Electrical Const., Inc.	Inv# 351 Streetlight Repairs Bridlewood	305.00
Total 3034610 · Street Lighting					735.52
3034614 · Signs, Stripping & Tree Removal					
Check	08/04/2020	137736	Quality Roque's Inc	Tree Removal (4)	3,500.00
Check	08/11/2020	137803	Sherwin-Williams	Inv# 3193-3 Road Stripping Paint & Material	603.70
Check	08/14/2020	137936	Sherwin-Williams	Inv# 3295-6 Spray Pump Lubricant	9.99
Check	08/14/2020	137936	Sherwin-Williams	Inv# 3294-9 Road Stripping Paint	249.65
Total 3034614 · Signs, Stripping & Tree Removal					4,363.34
Total 3034ROD · Road Maintenance					7,187.49
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	08/04/2020	137731	Grant Truck & Trailer Repair, Inc	Inv# 17237 Lawn Mower Trailer Welding Repairs	160.00
Check	08/11/2020	137801	RRA, Inc.	Inv# 4792-29 Mowing Trailer Harness Adapter	50.00
Check	08/11/2020	137811	West Side Tractor Sales	Inv# V98029 John Deere Back Hoe Maintenance	3,274.07
Total 3034609 · Maintenance Vehicles & Equip					3,484.07
Total 303EQM · Equipment					3,484.07
Total 3034 · Road Maintenance - Expenditures					18,585.21
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054014 · Equip / Database					
Check	08/11/2020	137750	Launch Digital Marketing	Inv# L47495 Website Hosting August 2020	50.00
Total 5054014 · Equip / Database					50.00
5054591 · Health Insurance					

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Type	Date	Num	Name	Memo	Amount
Check	08/12/2020	137916	United Healthcare	Monthly Medical Premiums (2 Months)	3,452.72
Total 5054591 · Health Insurance					3,452.72
5054593 · Unemployment					
Check	08/14/2020	137934	Illinois Counties Risk Management Trust	2nd Qtr Unemployment Ins	64.31
Total 5054593 · Unemployment					64.31
Total 5054ADM · Administration					3,567.03
5054COM · HT Community Resource Center					
5054286 · Agency Support Services					
Check	08/11/2020	137749	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Cable/Internet 8/2-9/1	198.34
Check	08/11/2020	137751	Quench USA, Inc.	Inv# 2596112 Water Cooler Rental	55.00
Total 5054286 · Agency Support Services					253.34
Total 5054COM · HT Community Resource Center					253.34
5054SVC · Service Contracts					
5054165 · Alexian Bros - Outpatient Psych					
Check	08/11/2020	137748	Alexian Mental Health Center	Outpatient Psychiatric Services July 2020	561.26
Total 5054165 · Alexian Bros - Outpatient Psych					561.26
Total 5054SVC · Service Contracts					561.26
Total 5054 · Mental Health - Expenditures					4,381.63
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	08/04/2020	137735	Pace	Inv# 578989 Bus Lease	100.00
Check	08/04/2020	137735	Pace	Inv# 578990 Bus Lease	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	08/04/2020	137736	Quality Roque's Inc	Tree Removal (2)	4,000.00
Check	08/11/2020	137790	LH Block Electric Co Inc	Inv# 11296 Veteran's Hall Vaulted Ceiling Fan/Installation (2)	3,825.00
Total 8084425 · Building & Perm Improvements					7,825.00
Total 8084 · Capital Projects - Expenditures					7,825.00
TOTAL					182,048.09

- 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 Supervisor McGuire, Clerk Dolan Baumer and Trustees Beattie, Martinez, Essick, and Moinuddin.

Others present either in person or via teleconference were Assessor Tom Smogolski, Aging Services Acting Director Megan Conway*, Human Services Director Mary Jo Imperato*, Community Health Director Kristen Smith*, Community and Veterans Affairs Director Tom Kuttentberg*, Emergency Services Director Mike Crews*, Facilities and Road Maintenance Director Caleb Hanson, Youth and Family Services Director Tina Houdek*, Mental Health Board Manager Amanda Teachout*, HR Manager Suzy Callahan, Assistant Administrator Kristin Vana, Attorneys Mike Airdo and Mark Kimzey*, and Village of Streamwood Trustee Mike Baumer. *Attendance via teleconference.
- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him in the Pledge of Allegiance.
- 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, and Mr. McGuire closed the Town Hall.
- IV. Reports
 - A. Supervisor's Report: Supervisor McGuire reported that he sent a letter to Cook County Commissioner Morrison decrying the County Board's possible actions to defund the Sheriff's Office; to date, he had not received a response. He and Trustee Moinuddin attended the ribbon cutting of the newly paved bike trails in the Forest Preserves. Hanover Township, reported Administrator Barr, had two recent cases of COVID. One individual worked at the Township food pantry, but had not been there since testing, and was diagnosed on August 3. The area has been cleaned and sanitized since then; volunteers and staff who worked with the individual have been alerted. All are being encouraged to self-monitor and if suspected, notify their supervisor and take the C19 test. Today, a Township bus passenger has been diagnosed with C19; no others have been on the bus with the individual due to Township guidelines. Cleaning and sanitizing has been ongoing, and protocols are being followed. The Administrator reports that both individuals are safe and doing well.
 - B. Clerk's Report: Clerk Dolan Baumer offered no report.
 - C. Assessor's Report: Assessor Smogolski offered no report.
 - D. Trustee Liaison Committee Reports: No reports were offered.
 - E. Department Reports: Director Houdek reported that there is a food drive sponsored by the youth leaders on Thursday. The Open Gym Fun Night would be held on Friday on the Tiknis Campus. Open Gym has been successful in July with 146 participants (106 virtual). In-person tutoring, with appropriate C19 safety protocols, would begin on October 1 with volunteers taking the lead in cleaning and sanitizing efforts. Discussions are now being held with U-46 regarding the re-opening plan. Virtual and in-person programming for the fall is being developed. Welcome back to Ryan Dickinson returning on August 5. Director Conway thanked Assistant Administrator Vana for leading the Aging Services department as Acting Director until she was hired. Class attendance is slowly increasing. 135 meals were served for curbside pick-up and 105 home delivered meals were made. Manager Teachout reported that the Mental Health Board received two requests for funding recently. The FY22 applications are on the website. She participated in a workgroup on homelessness in Elgin. The Fire Marshal has inspected the Resource Center. Backpack distribution is ongoing projected to serve over 900 children, reported Director Imperato. Emergency assistance applications are increasing. Sadly, she reported that one of the general assistance clients has passed away. The Hanover Township Foundation fund has grown to over \$70,000 during the COVID pandemic. Director Smith reported that the Virtual Health Expo is in development. Roosevelt University Pharmacy students will be assisting

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with vaccines and cholesterol testing. The department is still tracking C19 cases. Walking groups and woman's workouts are ongoing. She met with the Bartlett Fire regarding emergency services follow up with residents. Director Kuttentberg reported that Cindy Wollack's last day is August 14. The position would be posted. The IDNR ISLAD agreement was executed, but it would be mid-September before we see the money. Hitchcock Design Inc. has been alerted and is ready to go. A resident Shred would be held on the Tiknis campus on September 12. Director Crews reported that first-aid certification is on-going. He met with the Carol Stream Fire Department to show Township resources and capabilities to develop that relationship for future agreements and partnerships. He would be meeting with the Schaumburg Fire Department this week for the same reason. Weekly department training commences this week. Assistant Administrator Vana thanked Suzy Callahan for covering during her time at Aging Services. The annual workplace evaluation results would be available soon. With the distribution of new computers, preference was given to those in need of new technology to meet the needs of virtual services. The U.S. Department of State reports that there is a long wait time for passport application processing and emergencies are given preference; there are about 1.5 million to be processed. Director Hanson reported that the interviews for custodial positions are being concluded with on boarding to occur about August 24. Fans in Veterans Hall would be installed this week. Sam Santangelo and the County engineer met and walked four areas experience drainage/storm water issues in Chapel Creek, Forrest View, Dale Drive, and Sherwood Oaks. They have been referred to the building and zoning department for draining issues. Options for mitigation such as new grates, were discussed.

At this time, Supervisor McGuire excused staff for the balance of the meeting.

- VI. Bill Paying: Ms Vana presented the bills for payment from July 21, 2020 through August 3, 2020 as follows:

a.	Town	\$30,309.35
b.	Senior Services	25,747.66
c.	General Assistance	11,362.29
d.	Road Maintenance	2,694.04
e.	Mental Health Board	<u>1,653.08</u>
	Total	<u>\$71,766.42</u>

A motion was made by Trustee Martinez and seconded by Trustee Beattie to approve payment of the bills as presented from July 21, 2020 through August 3, 2020 as presented. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, 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. Rescheduled Board Meeting Minutes of July 21, 2020: Clerk Dolan Baumer presented the minutes from the rescheduled Board meeting of July 21, 2020 for review and approval. Trustee Beattie moved to approve the Board meeting of July 21, 2020; motion seconded by Trustee Moinuddin and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- B. Executive Session Minutes of July 21, 2020: Clerk Dolan Baumer presented the minutes from the Executive Session of July 21 2020 for review and approval. A motion to approve the Executive Session minutes of July 21, 2020 was made by Trustee Essick and seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- C. Resolution to Set Compensation of Elected Township Officials of Hanover Township, Cook County, Illinois: A motion by Trustee Martinez to approve resolution #080420 to set the

compensation of elected township officials of Hanover Township, Cook County, Illinois was seconded by Trustee Beattie. Discussion ensued. Administrator Barr cited examples of compensation of elected officials in Townships of similar resident needs, size and demographics. Supervisor McGuire presented three options for consideration, noting that officials' compensation has not changed at Hanover Township since 1997. The Board agreed to set the compensation at 5% beginning in year two, for year two, three and four of the coming 2021-2025 term. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin. Nays: Supervisor McGuire. Motion carried.

- D. Resolution to Approve the FY 2020 to FY2022 Hanover Township Strategic Action Plan: A motion to approve resolution #0804201 was made by Trustee Martinez and seconded by Trustee Beattie. Administrator Barr noted that the spring strategic plan retreat resulted in the document proposed for approval today. The mission and vision have been updated and the goals have been updated to carry forward to 2022. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- E. Authorization to Purchase Used Emergency Services Vehicle: Trustee Beattie moved that the Board approve the purchase of one pre-owned 2008 Pier/Ford F550 Rescue/Air truck through Fenton Fire Equipment, Inc.; the motion was seconded by Trustee Essick. Discussion ensued, with Director Crews noting that this vehicle will help fill the void in the service fleet. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried. Supervisor McGuire noted that it was the work of the MTA that helped allow Illinois Townships to make such purchases of used vehicles without going through a bid process.
- F. Consideration of Road System Right-of-Way Mowing: Director Hanson gave a presentation on the unincorporated Cook County roads throughout the Township that are under our purview. Specifically, are two intersections that the Township has traditionally covered with mowing and care, which have private owners who should be taking care of their own maintenance to their properties. The Board concurred that private property mowing should stop and instructed the Director, Administrator and Attorney to work together to prepare a letter to be sent to the owners noting that the Township will not mow private property going forward.
- IX. Executive Session: Motion to go into Executive Session pursuant to §2c5 (The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.), and §2c11 (Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act was made by Trustee Essick and seconded by Trustee Beattie. Ayes: Trustees Beattie, Moinuddin, Essick and Martinez, and Supervisor McGuire. Any remaining staff was excused from the meeting at 8:00 p.m.
- The Board returned from Executive Session at 8:29 p.m. and Clerk Dolan Baumer called the roll: present were Trustees Beattie, Moinuddin, Martinez, Essick, and Supervisor McGuire.
- X. Other Business: Supervisor McGuire asked that the Board consider that Veterans Affairs be handled through Human Services or Senior Services. It could give the Director the resources to support and take on the responsibility. The Board concurred and the Administrator would work with Director Kuttentberg on point. He polled the Board asking if they were comfortable with a previous decision to have a sub-department under Facilities to handle our cleaning and sanitation, noting that perhaps a hybrid program would better suit the Township. The Board agreed and directed the Administrator, the Supervisor, Attorney and Director to work out the details.

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- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:36 p.m. was made by Trustee Martinez and seconded by Trustee Essick followed by a roll call vote. Ayes: Trustees Beattie, Moinuddin, 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, Senior and Welfare Services, Y&F Services, Community & Veterans Affairs

RESOLUTION _____

**A RESOLUTION
TO APPROVE AN INTERGOVERNMENTAL AGREEMENT
BETWEEN HANOVER TOWNSHIP AND THE VILLAGE OF HANOVER PARK
FOR THE ASTOR AVENUE OFF-STREET PARKING FACILITY**

BE IT RESOLVED by the Supervisor and Board of Town Trustees (hereinafter, collectively, the “Board”) of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: APPROVAL. That the Intergovernmental Agreement between Hanover Township and the Village of Hanover Park, (hereinafter, the “Agreement”), for the use of the Astor Avenue Off-Street Parking Facility, a copy of which is attached hereto and incorporated herein by this reference, is hereby approved.

SECTION TWO: AUTHORIZATION. The Township Supervisor and the Township Clerk of Hanover Township are hereby authorized to sign and attest, respectively, the Agreement on behalf of Hanover Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution 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 Resolution.

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

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: August 18, 2020

APPROVED: August 18, 2020

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 Resolution _____, enacted on August 18, 2020, and approved on August 18, 2020 as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**INTERGOVERNMENTAL AGREEMENT FOR THE
USE OF THE ASTOR AVENUE OFF-STREET PARKING FACILITY**

This Intergovernmental Agreement for the use of the Astor Avenue Off-Street Parking Facility is entered into as of the ____ day of _____, 2020, by and between the Village of Hanover Park, an Illinois municipal corporation (the “Village”) and Hanover Township, an Illinois Township(the “Township”) (collectively, the Village and the Township may be referred to as the “Parties”).

WHEREAS, the Township is the owner of the property located at 7431 Astor Avenue, Hanover Park, Illinois, 60133, legally described as:

Lot 4 (except the South 5.0 feet thereof) and the South 10 feet of Lot 3 in Block 15 of Unit 5, Hanover Gardens First Addition, being a subdivision of Blocks 9 and 15 of Unit 3, Hanover Gardens First Addition, being a part of the West half of the Southeast quarter and the part of the East half of the Southwest quarter of Section 25, Township 41 North, Range 9, East of the Third Principal Meridian, in the Village of Hanover Park, Cook County, Illinois,

PIN: 06-25-302-058

(the “Property”); and

WHEREAS, on December 2, 1999, the Village approved Ordinances O-99-61 and O-99-62 granting a special use and variation for the Property; and

WHEREAS, Ordinance O-99-62 granted a variation for the reduction in the number of parking spaces for the Property upon the condition that others fund the construction of five (5) off-site parking spaces to be constructed by the Village within the existing Astor Avenue right-of-way; and

WHEREAS, the Village has constructed off-street parking spaced within the Astor Avenue right-of-way between Briarwood Lane and Irving Park Road, with an entrance from Briarwood Lane (the “Astor Avenue Off-Street Parking Facility”) in compliance with its ordinances; and

WHEREAS, in 2014 the Township desired use of nine (9) of the available parking spaces within the Astor Avenue Off-Street Parking Facility for its employees and volunteers parking to serve the Property; and

WHEREAS, the parties previously had entered into a Parking Agreement on July 1, 2000, concerning parking spaces at the Astor Avenue Off-Street Parking Facility but mutually terminated said agreement, and in July 2014, the parties entered into a new three year agreement which was automatically extended for an additional 3 year term expiring on June 30, 2020; and

WHEREAS, the parties wish to enter into this Agreement for the continued use of the Astor Avenue Off-Street Parking Facility by the employees and volunteers of the Township under substantially the same provisions as the 2014 agreement but with a different term, and

WHEREAS, the Village has the authority to enter into this Parking Agreement pursuant to Section 11-76-1 of the Illinois Municipal Code (65 ILCS 5/11-76-1) and its home rule authority; and

WHEREAS, pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, units of local government have had conferred upon them the power to, “contract or otherwise associate among themselves ... to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance;” and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties; and

NOW, THEREFORE, IN CONSIDERATION of the foregoing recitals, and the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Township and the Village hereby agree as follows:

1. Preamble. The recitals contained in the Preamble hereof are true in substance and in fact, and are incorporated herein as if fully set forth, both substantially and as evidencing the intent of the parties.
2. License Granted. The Village hereby grants a license to the Township for the use of nine (9) parking spaces in the Astor Avenue Off-Street Parking Facility by the Township’s employees and volunteers for the Term, and any Renewal Term, of this Agreement.
3. Fee. In consideration for the license and permits for the use of the nine (9) parking spaces at the Astor Avenue Off-Street Parking Facility by Township employees and volunteers, the Township shall pay \$2,100.00 to the Village upon signing this agreement.
4. Term. The Term of this Agreement shall be for two (2) years, beginning retroactively on July 1 2020, and expiring on June 30, 2022. This Agreement may be terminated by the mutual consent of both the Township and the Village.
5. Maintenance. The Township shall maintain the Astor Avenue Off-Street Parking Facility to the standard of a public parking facility including maintenance of landscaping, signs, curbs, lot sweeping, snow removal, patching, and restriping.

6. Repairs. The Village shall be responsible for repairs to the Astor Avenue Off-Street Parking Facility, other than maintenance required of Township. Such repairs include, but are not limited to, resealing and/or repaving of the parking surface.

7. Parking Regulation. The Village shall have the right to regulate the use and operation of the Astor Avenue off-street parking facility not inconsistent with this Agreement. Parking of buses, trucks, and other commercial vehicles shall not be allowed on the parking facility, nor shall any vehicle be parked between the hours of 2:00 a.m. and 6:00 a.m. of any day. The Township shall not conduct, nor permit any person to conduct, any business or service on the Parking Facility, without notification and prior written approval from the Village. Township shall install and maintain signage in the parking facility indicating that parking is prohibited except for employees of Township. The design of the signs shall be subject to Village approval.

8. Binding Effect. All of the terms, covenants and conditions contained herein shall continue and bind all successors in interest of the Township.

9. Memorandum. At the option of any party, this Agreement or a memorandum of this Agreement may be filed in the Office of the Recorder of Deeds of Cook County.

10. Insurance. The Parties shall obtain and provide, on or before the commencement of the term of this Agreement, and keep in force at all times throughout the Agreement, the following insurance coverage with respect to the Parking Facility:

(a) Comprehensive General Liability insurance with contractual liability endorsement insuring against any liability arising out of the use, occupancy, or maintenance of the Parking Facility, on an occurrence basis with a minimum single limit of not less than One Million Dollars (\$1,000,000.00). Said insurance shall include a “personal injury” endorsement providing coverage for claims arising out of false arrest, false imprisonment, and such endorsement shall not contain an exclusion of coverage for claims for “personal injury” brought by employees of an insured.

(b) Workmen’s compensation insurance in statutory amounts covering all persons directly or indirectly employed by the Parties in connection with any maintenance work or any repairs or alterations to be made to the Parking Facility, and all employees and agents of the Parties with respect to whom death or bodily injury claims could be asserted against the Village or the Township.

Named Insureds. All the aforesaid insurance policies, except for worker’s compensation policies, shall name the other party and all associated, affiliated, allied and subsidiary entities of the other party, and their respective officers, boards, commissions, employees, agents and contractors, as their respective interests may appear, as additional insureds (herein referred to as the “Additional Insureds”) as related to activities under this Agreement.

11. Indemnification. To the fullest extent permitted by law, the Village shall indemnify and hold harmless Hanover Township and its officers, officials, employees, volunteers, successors and assigns (collectively, the "Indemnified Parties") from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, arising out of or relating to (a) any act or omission by the Village or the employees, agents, contractors, licensees, volunteers, tenants and/or subtenants of the Village, arising from, or related to, the repair, or failure to repair, the Astor Avenue Off-Site Parking Facility, or (b) a breach of any obligation of the Village under this Agreement.

The Village further agrees to require any contractor to include Hanover Township, and its officers, officials, employees, volunteers, and agents, as additional insureds on the insurance policies required of the contractor relative to any repair work conducted on the Astor Avenue Off-Site Parking Facility. Such insurance policies shall be written with insurers and in amounts reasonably satisfactory to the Township.

To the fullest extent permitted by law, the Township shall indemnify and hold harmless the Village, and its officers, officials, employees, volunteers, successors and assigns (collectively, the "Indemnified Parties") from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, arising out of or relating to (a) any act or omission by the Township or the employees, agents, contractors, licensees, volunteers, tenants and/or subtenants of the Township, arising from, or related to the maintenance, or failure to maintain, the Astor Avenue Off-Site Parking Facility, or (b) a breach of any obligation of the Township under this Agreement.

Notwithstanding anything to the contrary in this Agreement, the Parties hereby confirm that the provisions of this section shall survive the expiration or termination of this Agreement, should claims, damages, cost and expenses, including reasonable attorney fees, arise subsequent to the expiration or termination of this Agreement.

12. Taxes. Should any taxes be assessed against the Property because of this Agreement, the Township agrees to pay those taxes based on its use of the Parking Facility.

13. Assignment. The Township shall not sublet or assign this Agreement or any portion of it without the written consent of the Village. Further, the Township shall not in any way obtain financial gain from anyone as a result of any rights it has under this Agreement.

14. Notices. Any notices required herein or which the Village or the Township may desire to serve upon the other, shall be in writing and shall be deemed served when deposited in the U.S. Mail, via certified mail, postage prepaid, return receipt requested, addressed to the parties as follows:

If to the Village:
Village of Hanover Park
2121 West Lake Street

Hanover Park, IL 60133
Attn: Village Manager

If to the Township:
Hanover Township
250 S. IL Route 59
Bartlett, IL 60103
Attn: Township Administrator

15. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Illinois and all litigation arising from this Agreement shall be in the Circuit Court of Cook County, Illinois.

16. Mutual Cooperation. The Parties to this Agreement agree to provide mutual cooperation, perform any act or execute any document necessary to cause the intents and purposes of this Agreement to be realized.

17. Severability. In the event that any provision of this Agreement is found to be invalid or unenforceable, the Parties intend for such finding not to affect the enforcement or application of the remaining provisions herein to the greatest extent permitted by law.

18. Entire Agreement. This Agreement, including matters incorporated herein, represents the entire agreement between the Parties. There are no other covenants, warranties, representations, promises, conditions, or understandings, either oral or written, other than those contained herein.

19. Counterparts. This Agreement may be executed in separate counterparts. It shall be fully executed when each Party whose signature is required has signed at least on one (1) counterpart, even though no one (1) counterpart contains the signature of all the Parties.

20. Non-Waiver. Nothing herein shall be construed to represent a waiver of all privileges and immunities granted, by statute or common law, to the Parties as units of local government.

21. No Third Party Beneficiaries. The Parties agree that this Agreement is solely for the benefit of the Parties and nothing herein is intended to create any rights or remedies on any persons other than the Parties.

IN WITNESS WHEREOF, the Village and the Township have executed this Agreement as of the date first above written.

VILLAGE OF HANOVER PARK

HANOVER TOWNSHIP

By: _____
Rodney S. Craig
Village President

By: _____
Brian P. McGuire
Township Supervisor

Attest:

Eira Corral
Village Clerk

Katy Dolan Baumer
Township Clerk