



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Special Meeting of Town Board**  
*March 17<sup>th</sup>, 2014*  
**5:00 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. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
- V. Bill Paying
- VI. Unfinished Business
- VII. New Business
  - A. Workshop Meeting Minutes of March 1, 2014
  - B. Regular Meeting Minutes of March 3, 2014
  - C. Approval of Annual Town Meeting Agenda
  - D. Consideration of April Township Board Meeting Dates
- VIII. Executive Session
- IX. Other Business
- X. Adjournment

**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 ADMINISTRATIVE SERVICES

Report for February 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Passports</i>	217	209	1,972	1,474
Photo fees	\$695	\$815	\$6,135	\$6,160
Fee deposits	\$4,525	\$4,195	\$47,099	\$50,263
<i>Fishing/Hunting licenses</i>	2	0	106	131
<i>Handicap Placards</i>	21	20	177	201
<i>Cook County vehicle stickers</i>	0	0	245	192
<i>Voter Registration</i>	0	128	7	376
<i>Human Resources Requests</i>	98	126	1,581	1,446
<i>New Employee Orientations</i>	1	0	15	13
<i>Technology work orders</i>	29	25	261	282
<i>Resident Contacts</i>	1,987	2,157	20,980	19,759
<i>Percent of Budget Expended</i> (92% of year)	8.9%	4.9%	72.3%	64%
<i>Grant application submissions</i>	0	4	9	13

## Department Highlights:

- Administrative Services worked to updated Management Analyst job description for posting. The position will be posted from late February to March 21, within interviews to follow shortly thereafter. We hope to have the position filled by early May.
- Suzanne Powers, Assistant Township Administrator officially started in mid-February, taking over all duties except for IT which will slowly integrate back from the Interim Management Analyst.
- The State Department has revised some passport application forms and are slowly implementing them. Resident Services will continue to inform and update residents as changes occur.
- Resident Services has begun working with Izaak Walton staff to determine what resident services can be performed at the satellite location. Will continue reviewing services with hopes of implementing feasible options in April.
- Administration has been coordinating with the Mental Health Board and Senior Services in possible changes with the C-Hope program and keeping the program at two days of service. With continued discussions with Alexian and the various departments, the transition should occur in coordination with the new fiscal year.
- Interim Management Analyst began reviewing technology needs and computer replacement within all departments and updated the main list for replacements. Expected replacements will occur in March.
- Working with Township staff on continued training and addressing needs/questions from BambooHR.
- The Interim Management Analyst is continuing work on Cook County Community Development Block Grant for Izaak Walton improvements. The grants are due mid-March and if awarded would address some much needed renovations at the Center.

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# OFFICE OF THE ASSESSOR

Report for February 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Administration</i>				
Office visits	528	573	4235	3870
Building permits processed	193	172	4135	3948
Sales recording	102	94	1452	1152
Change of Name*	27	14	148	139
Property tax appeals	-	-	1227	771
Certificate of Errors	28	74	379	643
Property location updates	0	42	12	388
New owner mailings	43	121	918	882
Long time occupants*	0	2	7	27
<i>Exemptions</i>				
Homeowner exemptions	30	33	68	68
Senior home owner exemptions	123	114	402	478
Senior freeze exemptions*	185	172	693	923
Miscellaneous exemptions	107	86	199	225
<i>Foreclosures</i>	50	49	583	509

\* Denotes notary requirement

## Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. February had a total of 12 visitors after 4:30pm.
- We have a total of 1220 e-mails on our contact list. 14 e-mails were added this month.
- Foreclosures January 2014 49%. Foreclosures January 2013 52%.
- We made 3 home visits in February
- All Homeowner, Senior, Senior Freeze, Disabled Person, Disabled Veteran and Long-time Occupant exemptions have been mail.

### *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 HEALTH

Report for February, 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Appointments</i>				
ProTimes	15	24	248	292
TB skin test	4	7	65	95
Cholesterol	16	17	83	169
Pharmaceutical Assistance Programs	4	6	63	63
Miscellaneous labs	9	25	101	190
Other	26	37	697	528
<i>Clinic Clients</i>				
Senior Center/home visits	80	NC	1083	NC
Astor Avenue	5	9	155	183
Elgin Office/ Izaak Walton Center	2	4	59	120
Offsite clinics	26	16	129	214
Total clients (unduplicated)	34	NC	601	NC
<i>Public Education &amp; Health Promotion</i>				
Media coverage	5	3	54	36
Informational seminars & programs	15	1	122	18
Program Participants	149	NC	1319	NC
<i>Primary Care Provider Support</i>	20	3	156	179
<i>Phone Triage</i>	344	318	4174	6795
<i>Embracelet Program</i>	3	5	32	76

## Department Highlights

- February 4, 11, 18 and 25, the Community Health Nurse held a fall prevention seminar, A Matter of Balance, at the Izaak Walton Center & Reserve.
- February 5<sup>th</sup>, the Office of Community Health hosted the Northwest Municipal Nurses Quarterly meeting at the Izaak Walton Center & Reserve.
- February 7<sup>th</sup>, Director attended a Race Director Seminar.
- February 11<sup>th</sup>, Director, Community Health Nurse, and Emergency Services Volunteer certified 12 Streamwood High School students in CPR for the Healthcare Provider.
- February 12<sup>th</sup>, Director performed health screenings and provided health education for a health group at Elgin Bible Church.
- February 19<sup>th</sup>, Director and Community Health Nurse, certified 6 residents in Heartsaver CPR.
- February 20<sup>th</sup>, Director, Community Health Nurse, and Emergency Services Volunteer certified 17 Streamwood High School students in CPR for the Healthcare Provider.
- February 21<sup>st</sup>, Director and Community Health Nurse attended Challenging Geriatric Behaviors Seminar.
- February 22<sup>nd</sup>, Community Health Nurse attended Streamwood Park District Health Fair
- February 22<sup>nd</sup>, Director taught Blood Borne Pathogen training for Emergency Services Conference
- February 24<sup>th</sup>, Director presented The Salt Shakedown for heart health awareness month.

*Office of Community Health Mission Statement:*

*Our mission of the Office of Community Health is to provide education and health promotion, prevent the spread of disease and illness, and to assist residents in accessing quality health services.*

# OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for February, 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Website Visits</i>	6,824	7,049	79,176	72,779
<i>Facebook Likes</i>	10	8	661	599
<i>Media Releases</i>	7	7	59	63
<i>Veteran Contacts</i>	11	7	58	83
<i>Total Veterans served</i>	5	6	43	56
<i>Total Resident Contacts (Elgin office)</i>	120	135	1,623	1,836

## Department Highlights

- Met with HTES Director regarding website changes on February 4.
- YFS & CVA Directors met with Izaak Walton League member regarding implementation of youth creek program on February 5.
- Joined F&M Director in site meetings throughout the month with elevator contractors for installation of elevator at the IWC.
- Assisted HTES staff and presenters with planning of first annual Emergency Services Training Conference held on February 18.
- CVA staff co-sponsored Secretary of State's Mobile Driver Services at the IWC on February 24 with State Representative Keith Farnham.
- Met with new local Boy Scouts of America staff on February 25 to explain Township services and programs.
- Joined Commissioner Ochoa in attending the Hoffman Estate's Chamber of Commerce Mayor's annual state of village breakfast on February 25 at the Sears Centre Arena.
- Secured letters of support from the Congresswoman Tammy Duckworth, State Representatives Crespo & Farnham, Cook County Commissioner Schneider, the City of Elgin and the Boy Scouts of America for Cook County CDBG for IWC.

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# DEPARTMENT OF EMERGENCY SERVICES

Report for February, 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Volunteers</i>				
Total volunteers	30	33	30	33
New volunteers	1	0	11	15
Volunteer hours	369	246	3355	2762
<i>Training</i>				
Total hours	239	142	1456	1387
<i>Details</i>				
Township events	1	0	24	22
Municipal Event Assistance	0	0	39	29
Emergency call outs	3	3	43	47
Safety Patrols	3	5	29	27
Miscellaneous	0	2	6	5

## Department Highlights:

- The Hanover Township Department of Emergency Services (HTES) hosted its first annual training conference on February 22 at the Hanover Township Senior Center. Over 51 participants from 17 agencies throughout the Chicagoland area attended the conference.
- HTES personnel continued to conduct several Snow patrols throughout the un-incorporated areas of the township to clear Hydrants and assist motorists where needed.
- Emergency Call outs:
  - HTES personnel provided traffic control and area lighting assistance for a structure fire in Streamwood.
  - HTES personnel assisted the Streamwood Chamber of Commerce with flooding due to frozen pipes.
  - HTES personnel were called out by the Cook County Department of Homeland Security & Emergency Management department to assist with traffic control for a large structure fire in Leyden Township.

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# DEPARTMENT OF FACILITIES & MAINTENANCE

Report for February 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Administration</i>				
Vehicle service calls	36	33	325	394
Work orders	59	34	647	690
Event set-ups/tear downs	146	159	1604	1689
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,642	5,049	35,964	41,036
Town Hall	9,300	8,100	98,340	101,460
Senior Center	30,716	29,204	377,207	395,753
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	893.52	143.97	2866.13	2,222.51
Town Hall	1946.16	1,454.66	8140.22	5,184.59
Senior Center	3117.45	2,569.80	21182.14	20,296.66

## Department Highlights

- The snow season continues to be a driving force of the direction of the maintenance department. With the constant snow fall maintenance staff has dealt with all kinds of challenges keeping up with regular daily activities.
- Receiving quotes for Architects to develop the plans for the elevator at the Izaak Walton Center.
- Started interviewing architects to design the renovation to the front porch of the Izaak Walton center.
- Started the renovation of the Administration building lobby.
- Met with the surrounding Park Districts to find good resources for park equipment.
- Started renovations to the lower level of the Izaak Walton center.
- Completed renovations to the EMA Directors office.
- Working with senior transportation and Highway department on developing new practices of scheduling vehicle repairs and preventive maintenance for entire township fleet.
- Continue to have growing pains in the kitchen of the senior center with the addition of the Stars and Stripes. The equipment has never been used at this level since the building has been opened. We are having electrical issues and equipment failures daily. We are improving but still have some way to go.
- Meeting with a representative from the Izaak Walton chapter to discuss building a new archery range on the other side of the creek.
- Receiving quotes for housekeeping services for the Astor ave facility.
- Repaired lights in parking lot of senior center.
- Attended off site retreat for executive staff.
- Working on evaluations of all maintenance staff

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# HIGHWAY DEPARTMENT

Report for November, 2013

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Winter Season</i>				
Salt (tons)	271	451	1591	943
<i>Winter Season</i>				

## Department Highlights

- February salt usage 271 tons
- Plow/Salt 11 days out of 28
- Continue Tree Removal
- Most salt usage for a season, currently 1,591 for 2013/14

*Hanover Township Mission Statement:*

*Hanover Township is committed to providing an array of quality, cost effective, community based services; and to acting as a dynamic and responsive organization that delivers services in a responsible and respectful manner.*



# OFFICE OF THE MENTAL HEALTH BOARD

Report for February 2014

SERVICE PROVIDED	JANUARY 2014	JANUARY 2013	FYTD 2014	FYTD 2013
<i>Grant Funding</i>				
New clients	202	241	3,996	3,586
Ongoing Clients	604	646	NC	NC
Closed Cases	194	221	2,026	1,602
Prevention Programming Presentations	22	25	316	187
Number in audience	1,447	1,643	10,145	9,570
<i>TIDE</i>				
Participants	7	6	7	8
Rides	131	56	998	1,018
<i>Resource Center</i>				
Organizations providing services	5	5	5	5
Clients served	74	55	487	668

## Department Highlights

- The Mental Health Board cancelled its February meeting. The next meeting will occur on March 25.
- Continued recruitment of Mental Health Board members. There are currently two openings with an additional opening in the foreseeable future
- Recruitment for Mental Health Board Manager has begun. Interviews are scheduled for mid-march with the hopes of having a candidate selected for the March Mental Health Board meeting.
- Continued working with Senior Services and Alexian Brothers on possible transition of C-Hope grant which would allow for continued two days of service.
- Continued working on Resource Guide which will be sent to all residents with information on mental health, substance abuse treatment, and developmental disability services in the area.
- Worked with AIS to replace phone system at the Community Resource Center. The hard drive that stores the voicemail was no longer functioning and was an indication the phone system was beginning to fail. Replacing just the hard drive, since Nortel is no longer in operation, was very costly and did not come with a guarantee that it would correct the issue. After researching several options, the Mental Health Board agreed to move forward with the most cost effective solution which utilized the existing infrastructure and replaced the entire system.
- The Mental Health Board Planning Committee met to discuss site visits. Over the next fiscal year, Board Members would like to engage in site visits to various funded agencies to review programs and gain better understanding of services and how funding is used. The Mental Health Board will have its first site visit with Greater Elgin Family Care Center Psych program which was determined at the January allocation meeting.
- All FY15 grant contracts were distributed to funded agencies and close of FY14 grant awards will begin in March. All agencies must submit documentation for special grant awards by the end of March in order to fulfill the grant award.

### *Mental Health Board Mission Statement:*

*The Hanover Township Mental Health Board ensures that services in the area of mental health, including developmental disabilities, addictions and substance abuse, are available to all residents of Hanover Township.*

# DEPARTMENT OF SENIOR SERVICES

Report for February 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Programming Division</i>				
Planned programs	175	153	2019	1796
Participants	1498	1348	18717	18451
Participants (unduplicated)	655	560	1474	1360
Wait listed (unduplicated)	31	36	730	692
Art & Computer classes	34	64	446	508
Art & Computer class participants	226	371	3378	4232
New volunteers	4	4	69	71
Total volunteers (unduplicated)	114	118	268	232
Volunteer hours reported	1575	1481	16868	16907
Meals Served	902	n/c	1550	n/c
Meals delivered by volunteers	747	810	9287	10696
<i>Social Services Division</i>				
Clients served (unduplicated)	219	189	1096	1100
Clients served (duplicated)	332	n/c	4494	n/c
Energy Assistance	9	12	550	528
Prescription drugs & health insurance assistance	27	76	988	1444
Social Service programs	7	10	118	104
Social Service program participants	64	82	1179	1037
Lending Closet transactions	74	75	859	667
<i>Transportation Division</i>				
One way rides given	1432	1570	18113	18916
Individuals served (unduplicated)	177	215	703	682
New riders	27	18	221	179
Unmet requests for rides	34	33	381	284

## Department Highlights:

- Social Services received a \$10,000 grant from the National Council on Aging to increase outreach, improve awareness, and complete applications for the SNAP program.
- AgeOptions awarded \$16,432.99 to Hanover Township Senior Services to fund improvements for the nutrition services infrastructure. Included is an aeroponic growing system to grow lettuces.
- The May/June edition of Club 59 Newsletter will include ads in four colors.
- The Ecolane software has been operating for twelve weeks. Letters were mailed to all Dial-A-Bus clients explaining the Ecolane scheduling system and the new confirmation timeframe.
- Social Services Manager attended the Community Quality Council meeting at the Illinois Dept of Human Services with the objective of improving communication between DHS and agencies.
- The first module in a monthly series of eleven topics developed by the FDIC called Money Smart for Older Adults was presented by Social Services staff.
- Welfare Services and Program and Volunteer Coordinator visited Centro de Información to explore opportunities for collaboration and outreach.
- Senior Services FY15 Action Plan draft was submitted to Administration.
- Alexian Brothers Mental Health Center has agreed that Senior Services will submit a grant to the Mental Health Board which, if approved, would continue to operate the C-Hope program for two days of therapy. This partnership allows seniors free therapy and psychiatry treatment.

### *Senior Services Mission Statement:*

*With respect, innovation and a dedication to excellence, Senior Services is committed to facilitating programs and services that promote independence, a sense of community, and well being for mature adults in Hanover Township.*

# DEPARTMENT OF WELFARE SERVICES

Report for February 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>General Assistance</i>				
General Assistance clients	23	22	230	235
General Assistance appointments	60	49	591	584
Emergency Assistance appointments	1*	15	311	317
Emergency Assistance approved	0*	7	72	54
Crisis intake clients	91	230	2616	3056
Access to Care	2	12	57	83
<i>LIHEAP Applications/PIPP Recertifications</i>				
Office	119	66	976	835
Circuit Breaker	1	0	19	2
<i>Social Services</i>				
ComEd Hardships	6	4	71	91
Weatherization	Closed	3	Waitlist	20
<i>Food Pantry</i>				
Served (Households)	698	739	10153	10012
New applications	73	153	1045	1373
Food Donations	54	65	721	629
<i>Community Center Walk-Ins</i>	275	286	3937	4214

\*Out of Funds

## Department Highlights:

- Immanuel United Church of Christ hosted a Valentine's Day card making event on Saturday February 8<sup>th</sup> at Astor Avenue. 12 children attended.
- First Midwest Bank presented at the Community Resource Group on "Money Matters."
- Residents are taking advantage of the addition of Monday food pantry hours.
- Great Elgin Family Care Center is onsite every Tuesday from 1:00pm to 6:00pm to assist residents with Marketplace Healthcare applications. Appointments have been steady.
- The CEDA representative continues to be onsite every Thursday from 8:30am-4:30pm to process emergency applications for programs including housing assistance, child care assistance, dental and vision care. Appointments have been steady
- Employment Services Job Fair scheduled March 10<sup>th</sup> at the Senior Center has 57 vendors registered.
- Employment Services placed 21 residents in positions in February. 12 of the positions were placements from the Harbor Freight and Tool Hiring Event.
- The hiring events are very well attended and offer great employment opportunities for residents. Several additional hiring events are scheduled beginning in April.
- Employment Services has placed 109 residents in positions. There were 35 appointments in February and 22 walk-in inquiries.
- Employment Services continues to keep hours at the Senior Center on Monday from 8:30am-4:30pm and Friday from 8:30am-4:30pm.
- Job Clubs continue to be held the first and third Wednesday of each month beginning at 10am in Downey Hall. Although the weather has been treacherous attendance continues to be steady.
- Supervisor Community Service Award Committee made their selections and letters have been mailed. The banquet is scheduled for April 9<sup>th</sup> at the Bartlett Fire Barn.
- Spring Bags will be filled at the Senior Center on April 2<sup>nd</sup> to distribute at the Spring Party at Astor Avenue on Saturday, April 5<sup>th</sup> beginning at 9:00am.

### *Welfare Services Mission Statement:*

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

# DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for February, 2014

SERVICE PROVIDED	FEBRUARY 2014	FEBRUARY 2013	FYTD 2014	FYTD 2013
<i>Outreach &amp; Prevention</i>				
Open Gym participants	1404	1370	10872	11360
Open Gym participants (unduplicated)	476	487	1002	1002
Alternative to Suspension referrals	29	37	139	123
Alternative to Suspension participants	305	167	1932	1245
Alternative to Suspension participants (unduplicated)	98	59	140	105
<i>Clinical</i>				
Therapy clients	348	282	2840	3495
Therapy clients (unduplicated)	119	148	417	577
New clients (unduplicated)	17	12	134	67
Clinical hours	321	347	3009	2705
Group session participants	1083	562	6022	4999
<i>Tutoring Participants</i>				
Total	143	73	1402	1128
Unduplicated	91	54	234	213

## Department Highlights:

- John Parquette, LCSW, and Michael Cohen, MA, met with St. John's Catholic Church in Streamwood to discuss the possibility of having the Open Gym Program offered at this location.
- John Parquette, LCSW, participated on a state wide leadership conference call on February 4, 2014 for the PBIS quarterly leadership meeting. Topics discussed included the development of a mission statement, increasing awareness through parent/community/school engagement, and student voice.
- John Parquette, LCSW, attended a Community Alliance Workgroup Meeting on February 7, 2014. Restorative Practices was the topic of discussion.
- John Parquette, LCSW, met with the Izaak Walton League on February 5, 2014, to discuss the "Creek Freaks" educational program for middle school aged children. The League is hoping to offer the course in partnership with youth and Family Services.
- John Parquette, LCSW, attended the School District U-46 Quarterly School Safety Meeting on February 10, 2014.
- Alejandra Chacon and Rocio Santiago presented at Elgin High School's Parent University on February 15, 2014.
- The Hanover Township Committee on Youth held their third annual Youth Leadership Banquet on February 18, 2014.
- AITCOY hosted its first quarter business meeting on February 25, 2014 at Bloom Township in Chicago Heights.
- Youth and Family Services represented the Township at School District U-46's Annual Special Needs Parent Resource Fair held at Elgin High School on March 1, 2014.

### *Youth & Family Services Mission Statement:*

*The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. This is accomplished by providing services which help to strengthen families, to provide outreach to children and teens at risk of school failure and delinquency, and to contribute to the building up of a healthier community for all Township youth.*

**Hanover Township**  
 Board Audit Report  
 From 3/5/14 to 3/17/14

	Subtotal	Alexian Invoices	Total
Total Town Fund	30,319.06	724.10	31,043.16
Total Senior Center	19,795.21	225.00	20,020.21
Total Welfare Services	4,183.43		4,183.43
Total Road and Bridge	5,692.81		5,692.81
Total Mental Health Board	0.00		0.00
Total Retirement	0.00		
Total Vehicle	200.00		200.00
Total Capital	8,027.49		8,027.49
Total All Funds	<u>68,218.00</u>	<u>949.10</u>	<u>69,167.10</u>

The above "Subtotal" column has been approved for payment this 17th day of March 2014.

The above "Total" column has been approved for payment this 17th day of March 2014.

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 Supervisor

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 Town Clerk

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 Supervisor

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2:07 PM

03/14/14

Accrual Basis

## Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
<b>1103 - Senior Center - Revenue</b>					
<b>1103500 - Senior Programs</b>					
Check	03/11/2014	103765	Carol Davis	Casino Refund	33.00
Check	03/14/2014	103816	Lucy Litvinenko	Oil Painting Refund	28.00
Check	03/14/2014	103832	Pat Serino	Denny Diamond Refund	35.00
Check	03/14/2014	103833	Lee Sedlack	Denny Diamond Refund	35.00
Total 1103500 - Senior Programs					131.00
Total 1103 - Senior Center - Revenue					131.00
<b>1014 - Town Fund - Expenditures</b>					
<b>101CAP - Capital Expenditures</b>					
<b>1014430 - Computer Equipment &amp; Software</b>					
Check	03/11/2014	103788	Weblinx, Inc.	Inv# 19128 Website Updates	71.25
Check	03/14/2014	103802	Current Technologies Corporation	Inv# 710040 Network Labor	1,116.25
Total 1014430 - Computer Equipment & Software					1,187.50
Total 101CAP - Capital Expenditures					1,187.50
<b>101CHN - Community Health</b>					
<b>1014452 - Office Supplies</b>					
Check	03/14/2014	103834	Staples	Inv# 3224376307 Copy Paper	79.98
Total 1014452 - Office Supplies					79.98
<b>1014454 - Travel</b>					
Check	03/11/2014	103737	Hoch, Keely P	Mileage Reimbursement	16.98
Total 1014454 - Travel					16.98
<b>1014458 - Furniture &amp; Computer Equipment</b>					
Check	03/11/2014	103764	Cooler Smart USA LLC	Inv# 15322465 Water Machine Rental Lower Level (Split)	66.50
Total 1014458 - Furniture & Computer Equipment					66.50
<b>1014459 - Professional Services</b>					
Check	03/14/2014	103794	Alexian Brothers Health System	Patient# G.9319 Lab Work	39.10
Total 1014459 - Professional Services					39.10
<b>1014465 - Medical Supplies</b>					
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89417535 Electrodes	82.10
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89510651 Syringes/Screening Supplies	254.87
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89512373 Screening Supplies	102.82
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89519619 Screening Supplies	43.68
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89519636 Screening Supplies	84.51
Check	03/14/2014	103828	PSS World Medical, Inc.	Inv# 89417528 Screening Supplies	254.87
Total 1014465 - Medical Supplies					822.85
<b>1014466 - Communications</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	118.56

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## Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
Total 1014466 · Communications					118.56
Total 101CHN · Community Health					1,143.97
<b>101CVA · Community &amp; Veteran Affairs</b>					
<b>101CMA · Community Relations</b>					
<b>1014621 · Satellite Office Utilities</b>					
Check	03/11/2014	103757	City of Elgin	Acct# 413720-6423 Monthly Charges	17.31
Check	03/14/2014	103798	Allied Waste Services	Acct# 3-0551-0097167 Monthly Charges	40.05
Total 1014621 · Satellite Office Utilities					57.36
<b>1014623 · Satellite Office Phone &amp; Intrnt</b>					
Check	03/11/2014	103751	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	113.67
Check	03/11/2014	103758	Comcast (IWC)	Acct# 8771 20 032 0786276 Monthly Charges	159.85
Check	03/11/2014	103761	Comcast (503)	Acct# 8771 20 032 0798503 Monthly Charges	2.11
Total 1014623 · Satellite Office Phone & Intrnt					275.63
<b>1014630 · Veteran Honor Roll</b>					
Check	03/11/2014	103752	A1 Trophies & Awards, Inc	Inv# 15198 Veterans Plate	4.00
Check	03/11/2014	103752	A1 Trophies & Awards, Inc	Inv# 15066 Veterans Plates	8.00
Total 1014630 · Veteran Honor Roll					12.00
Total 101CMA · Community Relations					344.99
Total 101CVA · Community & Veteran Affairs					344.99
<b>101ES · ES - Expenditures</b>					
<b>1014803 · Uniforms</b>					
Check	03/11/2014	103777	Ray O'herron Co., Inc.	Inv# 1411596 Sweatshirt	19.67
Check	03/14/2014	103822	Ray O'herron Co., Inc.	Inv# 1413062 Uniform Shirt (2)	118.96
Total 1014803 · Uniforms					138.63
<b>1014804 · Printing</b>					
Check	03/11/2014	103754	Breese Journal & Publishing Company	Inv# 84461 Conference Brochures	112.50
Total 1014804 · Printing					112.50
<b>1014813 · Vehicle Fuel &amp; Maintenance</b>					
Check	03/11/2014	103755	Bob's Auto Body, Inc	Vehicle 123 Repair	1,341.79
Check	03/11/2014	103787	Village of Hanover Park (Fuel)	Inv# 37974 January Fuel	478.84
Total 1014813 · Vehicle Fuel & Maintenance					1,820.63
<b>1014814 · Communications</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	70.46
Total 1014814 · Communications					70.46
Total 101ES · ES - Expenditures					2,142.22
<b>101ISE · Insurance &amp; Employee Benefits</b>					

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Type	Date	Num	Name	Memo	Amount
<b>1014507 · Flex Plan &amp; 457 Plan</b>					
Check	03/11/2014	103762	CPI Qualified Plan Consultants, Inc.	Inv# 138804-173828 457 Plan Fees	712.50
Total 1014507 · Flex Plan & 457 Plan					712.50
<b>1014513 · Employee Wellness</b>					
Check	03/14/2014	103803	CADR+	Balance Due	7.00
Total 1014513 · Employee Wellness					7.00
Total 101ISE · Insurance & Employee Benefits					719.50
<b>101LEA · Legal &amp; Auditing</b>					
<b>1014502 · Legal Services</b>					
Check	03/14/2014	103815	Kopon Airdo, LLC	Inv# 190-0001-13264 Legal Fees	9,218.23
Total 1014502 · Legal Services					9,218.23
Total 101LEA · Legal & Auditing					9,218.23
<b>101MAIN · Facilities Maintenance</b>					
<b>1014206 · Janitorial Supplies - Senior</b>					
Check	03/14/2014	103800	Bade Paper Products, Inc	Inv# 192704 Toilet Tissue/Towels	237.00
Check	03/14/2014	103800	Bade Paper Products, Inc	Inv# 192852 Foam Soap/Towels/Can Liner	511.52
Total 1014206 · Janitorial Supplies - Senior					748.52
<b>1014208 · Housekeeping Contract</b>					
Check	03/14/2014	103813	JaniKing	Inv# 03140293 Contract Billing	325.00
Total 1014208 · Housekeeping Contract					325.00
<b>1014209 · Building Contracts</b>					
Check	03/14/2014	103824	Orkin Pest Control (Senior)	Inv# 91365222 Pest Control	68.90
Check	03/14/2014	103825	Orkin Pest Control (Astor)	Inv# 91365223 Pest Control	53.00
Check	03/14/2014	103826	Orkin Pest Control (Town)	Inv# 91365220 Pest Control	63.60
Check	03/14/2014	103827	Orkin Pest Control (IWL)	Inv# 91365560 Pest Control	55.00
Check	03/14/2014	103827	Orkin Pest Control (IWL)	Balance Due Pest Control	55.00
Total 1014209 · Building Contracts					295.50
<b>1014210 · Building Maintenance - Town</b>					
Check	03/11/2014	103769	Grainger	Inv# 9376501541 Video Cable	5.05
Check	03/14/2014	103835	The Home Depot	Saw Blades	44.21
Total 1014210 · Building Maintenance - Town					49.26
<b>1014211 · Building Maintenance - Senior</b>					
Check	03/14/2014	103807	FlagsUSA	Inv# 57371 US Flags (4)	124.00
Check	03/14/2014	103823	Otis Elevator Company	Inv#CY06600314 Service Contract	4,235.76
Check	03/14/2014	103830	Reinke Interior Supply	Inv# 30006142 Parts	497.84
Check	03/14/2014	103835	The Home Depot	Outlet Wall Plate	26.11
Check	03/14/2014	103838	World Security & Control, Inc	Inv# 25791 Smoke Detector Repair	210.00
Total 1014211 · Building Maintenance - Senior					5,093.71



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## Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	03/11/2014	103759	Carquest Auto Parts Stores	Circuit Breaker	7.35
Check	03/11/2014	103766	Friendly Ford, Inc	Inv# 180085 Trailer Module	179.41
Total 1014218 · Vehicle Maintenance - Town					186.76
<b>1014219 · Vehicle Fuel - Town</b>					
Check	03/11/2014	103787	Village of Hanover Park (Fuel)	Inv# 37974 January Fuel	945.68
Total 1014219 · Vehicle Fuel - Town					945.68
<b>1014221 · Cell Phone/Communications</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	192.29
Total 1014221 · Cell Phone/Communications					192.29
<b>1014222 · Trash Removal - Town</b>					
Check	03/14/2014	103798	Allied Waste Services	Acct# 3-0551-6013270 Monthly Charges	179.61
Total 1014222 · Trash Removal - Town					179.61
<b>1014223 · Trash Removal - Senior</b>					
Check	03/14/2014	103798	Allied Waste Services	Acct# 3-0551-6000579 Monthly Charges	171.37
Total 1014223 · Trash Removal - Senior					171.37
<b>1014224 · Trash Removal - Astor</b>					
Check	03/14/2014	103798	Allied Waste Services	Acct# 3-0551-6013274 Monthly Charges	167.37
Total 1014224 · Trash Removal - Astor					167.37
Total 101MAIN · Facilities Maintenance					8,355.07
<b>101PAN · Pantry</b>					
<b>1014161 · Utilities</b>					
Check	03/14/2014	103820	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	751.02
Check	03/14/2014	103821	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	388.85
Total 1014161 · Utilities					1,139.87
Total 101PAN · Pantry					1,139.87
<b>101THE · Town Hall Expense</b>					
<b>1014403 · Utilities - Town</b>					
Check	03/11/2014	103785	Village of Bartlett	Acct# 51470 Water/Sewer	101.90
Total 1014403 · Utilities - Town					101.90
Total 101THE · Town Hall Expense					101.90
<b>101TOE · Town Office Expense</b>					
<b>1014408 · Salaries</b>					
Check	03/14/2014	103811	Job Giraffe	Inv# 00205086 Part Time Office Temp Help	142.80
Check	03/14/2014	103811	Job Giraffe	Inv# 00204973 Part Time Office Temp Help	140.28
Total 1014408 · Salaries					283.08

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# Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
<b>1014530 - Financial Administration</b>					
Check	03/11/2014	103767	Governmental Accounting, Inc	Inv# 5631 Monthly Contract Billing	5,028.60
Total 1014530 - Financial Administration					5,028.60
Total 101TOE - Town Office Expense					5,311.68
<b>109YFS - Youth &amp; Family Services</b>					
<b>109ADM - Administration &amp; Clinical</b>					
<b>1094611 - Education &amp; Training</b>					
Check	03/11/2014	103736	AITCOY	Effective Communication Workshop - J. Parquette	20.00
Total 1094611 - Education & Training					20.00
<b>1094618 - Psychiatric Backup</b>					
Check	03/11/2014	103749	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	685.00
Total 1094618 - Psychiatric Backup					685.00
<b>1094620 - Community Affairs</b>					
Check	03/11/2014	103734	Evans {1}, Tor	Tier II Group Supplies	6.09
Check	03/11/2014	103741	Aister, Deanna J	Tier II Group Supplies	10.93
Total 1094620 - Community Affairs					17.02
<b>1094623 - Travel</b>					
Check	03/11/2014	103733	Robl, Jared R	Mileage Reimbursement	58.76
Check	03/11/2014	103734	Evans {1}, Tor	Mileage Reimbursement	20.34
Check	03/11/2014	103735	Concepcion, Sara	Mileage Reimbursement	9.04
Check	03/11/2014	103740	Beahan, Mary J	Mileage Reimbursement	1.64
Check	03/11/2014	103741	Aister, Deanna J	Mileage Reimbursement	59.33
Check	03/11/2014	103742	Low, Karen	Mileage Reimbursement	44.16
Total 1094623 - Travel					193.27
Total 109ADM - Administration & Clinical					915.29
<b>109OUT - Outreach &amp; Prevention</b>					
<b>1094644 - Travel</b>					
Check	03/11/2014	103743	Cohen, Michael J	Mileage Reimbursement	22.60
Check	03/11/2014	103744	Chacon, Alejandra E	Mileage Reimbursement Jan-Feb	179.11
Total 1094644 - Travel					201.71
<b>1094651 - Cellphones</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	261.23
Total 1094651 - Cellphones					261.23
Total 109OUT - Outreach & Prevention					462.94
Total 109YFS - Youth & Family Services					1,378.23
Total 1014 - Town Fund - Expenditures					31,043.16

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## Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
<b>1104 - Senior Center - Expenditures</b>					
<b>1104ADM - Administration</b>					
<b>1104522 - Contingency</b>					
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1547406 Nutrition Program Supplies	88.35
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1549242 Nutrition Program Supplies	46.60
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1550630 Nutrition Program Supplies	75.15
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1551070 Nutrition Program Supplies	87.50
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1545781 Nutrition Program Supplies	245.10
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 1544346 Nutrition Program Supplies	112.40
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 155557175 Nutrition Program Supplies	1,396.62
Check	03/11/2014	103768	Get Fresh Produce, Inc	Inv# 155663161 Nutrition Program Supplies	436.16
Check	03/14/2014	103809	Gordon Food Service	Inv# 155766771 Nutrition Program Supplies	460.74
Check	03/14/2014	103810	Get Fresh Produce, Inc	Inv# 1552376 Nutrition Program Supplies	339.31
Check	03/14/2014	103810	Get Fresh Produce, Inc	Inv# 1554738 Nutrition Program Supplies	55.30
Check	03/14/2014	103810	Get Fresh Produce, Inc	Inv# 1554732 Nutrition Program Supplies	171.44
Check	03/14/2014	103818	Mickey's Linen	Inv# 16345 Linens	59.40
Check	03/14/2014	103818	Mickey's Linen	Inv# 42783 Linens	71.34
Total 1104522 - Contingency					3,645.41
<b>1104524 - Utilities</b>					
Check	03/11/2014	103774	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges	2,466.06
Check	03/11/2014	103785	Village of Bartlett	Acct# 63818 Water/Sewer	-3.18
Check	03/11/2014	103785	Village of Bartlett	Acct# 62447 Water/Sewer	185.15
Total 1104524 - Utilities					2,648.03
<b>1104525 - Telephone &amp; High Speed Internet</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	542.16
Total 1104525 - Telephone & High Speed Internet					542.16
<b>1104527 - Equipment</b>					
Check	03/11/2014	103764	Cooler Smart USA LLC	Inv# 15322468 Water Machine Staff Offices	133.00
Check	03/11/2014	103764	Cooler Smart USA LLC	Inv# 15322467 Water Machine Veterans Hall	133.00
Check	03/11/2014	103764	Cooler Smart USA LLC	Inv# 15322465 Water Machine Rental Lower Level (Split)	66.50
Check	03/14/2014	103812	Interact Business Products, LLC	Inv# 93160 Copy Charges	275.00
Check	03/14/2014	103834	Staples	Inv# 3223038361 Printer	99.99
Total 1104527 - Equipment					707.49
<b>1104528 - Office Supplies</b>					
Check	03/14/2014	103834	Staples	Inv# 3220308361 Folders/Copy Paper	121.96
Check	03/14/2014	103834	Staples	Inv# 3223586216 Binders/Post Its	39.64
Check	03/14/2014	103834	Staples	Inv# 3223586214 Toner/Ink	209.34
Check	03/14/2014	103834	Staples	Inv# 3223586215 Time Cards	18.18
Total 1104528 - Office Supplies					389.12
<b>1104534 - Dues, Subs &amp; Publications</b>					
Check	03/14/2014	103796	Association of Illinois Senior Centers	2014 Annual Dues	50.00
Total 1104534 - Dues, Subs & Publications					50.00

## Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
<b>1104538 · Community Affairs</b>					
Check	03/11/2014	103738	Ageoptions	Breakfast Meeting	30.00
Total 1104538 · Community Affairs					30.00
Total 1104ADM · Administration					8,012.21
<b>1104SOC · Social Services</b>					
<b>1104515 · Programming</b>					
Check	03/11/2014	103748	Evans, Bethsheba J	Senior Trip Lunch	15.00
Check	03/11/2014	103782	Sam's Club (Snr 0052 8)	Nutrition Program Supplies	520.34
Check	03/14/2014	103789	MSG Chicago	Marquee Tour	310.00
Check	03/14/2014	103790	Andy Head	Mystery Lunch Bunch Entertainment	400.00
Check	03/14/2014	103791	Katarzyna Andrzejuk	Mixology Class	475.00
Check	03/14/2014	103792	Susan Miura	A Taste of Greece Presentation	235.00
Check	03/14/2014	103839	Lisa Didier	Chateaux of France Presentation	200.00
Total 1104515 · Programming					2,155.34
<b>1104516 · Social Services</b>					
Check	03/11/2014	103739	Conway, Megan A	Mileage Reimbursement	64.98
Total 1104516 · Social Services					64.98
<b>1104520 · Volunteer Services</b>					
Check	03/11/2014	103746	Lynne Schiller	Home Delivered Meals Mileage Reimbursement	21.28
Check	03/11/2014	103747	Richard Bayer	Home Delivered Meals Mileage Reimbursement	31.92
Check	03/14/2014	103793	The Seville	Volunteer Luncheon Deposit	3,510.00
Check	03/14/2014	103834	Staples	Inv# 3223586216 Card Stock	22.58
Total 1104520 · Volunteer Services					3,585.78
<b>1104532 · Visual Arts</b>					
Check	03/11/2014	103756	Blick Art Materials	Inv# 2761779 Art Materials	151.32
Check	03/11/2014	103756	Blick Art Materials	Tax Exempt	-11.86
Check	03/11/2014	103763	Chicago Kiln Service	Inv# 4736 Kiln Repairs	255.50
Check	03/11/2014	103763	Chicago Kiln Service	Inv# 4737 Kiln Repairs	475.00
Check	03/11/2014	103770	Krall, Marianne	Craft Supplies	14.25
Total 1104532 · Visual Arts					884.21
Total 1104SOC · Social Services					6,690.31
<b>1104TRN · Transportation</b>					
<b>1104512 · Volunteer Express</b>					
Check	03/11/2014	103745	JoAnita Duczak	Volunteer Express Mileage Reimbursement	82.32
Total 1104512 · Volunteer Express					82.32
<b>1104518 · Vehicle Maintenance</b>					
Check	03/11/2014	103759	Carquest Auto Parts Stores	Brake Cleaner/Hose Clamps/Fuse/	76.82
Check	03/11/2014	103772	Mitchell 1	Acct# 979637 Online Technical Support	71.11
Check	03/14/2014	103806	Fleet Pride, Inc.	Inv# 59360328 Back Up Alarm	30.12
Check	03/14/2014	103814	Interstate Battery System	Inv# 50203067 Battery	95.95

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# Hanover Township Board Audit Report March 5 - 17, 2014

Type	Date	Num	Name	Memo	Amount
Check	03/14/2014	103819	Midwest Transit Equipment, Inc.	Inv# X101000489:01 Heater Motor/Fan Blades	222.37
Total 1104518 · Vehicle Maintenance					496.37
<b>1104549 · Recruitment</b>					
Check	03/11/2014	103750	Alexian Bros Corporate Health Services	Inv# 516492 Employee Physical	133.00
Check	03/11/2014	103750	Alexian Bros Corporate Health Services	Inv# 516441 Employee Physical	92.00
Total 1104549 · Recruitment					225.00
<b>1104550 · Telephone</b>					
Check	03/11/2014	103786	Verizon Wireless	Acct# 742025529 Monthly Charges	566.38
Total 1104550 · Telephone					566.38
<b>1104552 · Fuel</b>					
Check	03/11/2014	103787	Village of Hanover Park (Fuel)	Inv# 37974 January Fuel	3,966.57
Total 1104552 · Fuel					3,966.57
<b>1104554 · Office Supplies</b>					
Check	03/14/2014	103834	Staples	Inv# 3223586213 Credit	-149.95
Total 1104554 · Office Supplies					-149.95
Total 1104TRN · Transportation					5,186.69
Total 1104 · Senior Center - Expenditures					19,889.21
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024202 · Office Supplies</b>					
Check	03/11/2014	103779	Sam's Club (WS 6382 9)	Account Charges	4.12
Total 2024202 · Office Supplies					4.12
<b>2024204 · Equipment</b>					
Check	03/14/2014	103831	Sprint	Acct# 897162515 Monthly Charges (2 Months)	121.83
Total 2024204 · Equipment					121.83
<b>2024507 · Professional Services</b>					
Check	03/11/2014	103775	NJS Enterprises, Inc	Inv# 111048 VisualGA.ne Software Service Contract	2,800.00
Total 2024507 · Professional Services					2,800.00
Total 2024ADM · Administration					2,925.95
<b>2024HOM · Home Relief</b>					
<b>2024102 · Rent</b>					
Check	03/14/2014	2754	Mikulski, Catherine M	March 2014 Rent	440.32
Check	03/14/2014	2755	Byron Scurry	March 2014 Rent	545.16
Total 2024102 · Rent					985.48
<b>2024103 · Utilities</b>					
Check	03/14/2014	2753	NICOR	Utilities Assistance Acct 59-52-94-1000	22.00

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Type	Date	Num	Name	Memo	Amount
Total 2024103 · Utilities					22.00
<b>2024105 · Clothing</b>					
Check	03/14/2014	2752	Walmart	Personal Essentials Cards (2)	150.00
Total 2024105 · Clothing					150.00
<b>2024106 · Travel Expenses</b>					
Check	03/14/2014	2751	BP Gas Station	Fuel Assistance Gas Cards (2)	100.00
Total 2024106 · Travel Expenses					100.00
Total 2024HOM · Home Relief					1,257.48
Total 2024 · Welfare Services - Expenditures					4,183.43
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034701 · Legal</b>					
Check	03/11/2014	103783	Tressler LLP	Inv# 337859 Legal Fees	1,125.00
Total 3034701 · Legal					1,125.00
<b>3034704 · Telephone</b>					
Check	03/11/2014	103781	Sprint (HWY)	Acct# 162978503 Monthly Charges	280.33
Total 3034704 · Telephone					280.33
<b>3034705 · Dues, Subs &amp; Publications</b>					
Check	03/11/2014	103784	Township Hwy Commissioners of Illinois	Member Dues- C. Ochoa	50.00
Total 3034705 · Dues, Subs & Publications					50.00
Total 3034ADM · Administration					1,455.33
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	03/11/2014	103771	Martin Implement Sales, Inc	Inv# A32085 Handlebar	44.24
Check	03/11/2014	103771	Martin Implement Sales, Inc	Inv# A32084 Sleeve/Caster	22.01
Check	03/11/2014	103771	Martin Implement Sales, Inc	Inv# A32255 Blade	41.60
Check	03/11/2014	103772	Mitchell 1	Acct# 979637 Online Technical Support	71.10
Check	03/11/2014	103773	Menard's	Inv# 37737 Tube	6.44
Check	03/11/2014	103778	Road Safe Traffic Systems	Inv# 21051 Road Sign Equipment	124.53
Check	03/14/2014	103801	Continental Weather Svc	Inv# 13616 Weather Forecasting	150.00
Check	03/14/2014	103817	Menard's	Inv# 49237 Hex Bolt	13.25
Check	03/14/2014	103837	Terrace Supply Company	Inv# 00936161 Cylinder Rental	9.24
Total 3034602 · Operating Supplies & Materials					482.41
<b>3034603 · Gasoline</b>					
Check	03/11/2014	103787	Village of Hanover Park (Fuel)	Inv# 37974 January Fuel	729.13
Total 3034603 · Gasoline					729.13
<b>3034610 · Street Lighting</b>					

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Type	Date	Num	Name	Memo	Amount
Check	03/14/2014	103804	Com Ed 051	Acct# 5619024051 Monthly Charges	31.86
Total 3034610 · Street Lighting					31.86
Total 3034ROD · Road Maintenance					1,243.40
<b>303EQM · Equipment</b>					
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	03/11/2014	103753	Bonnell Industries, Inc	Inv# 152683 Strobe Light Assembly	343.22
Check	03/11/2014	103753	Bonnell Industries, Inc	Inv# 153002 Strobe Light Bracket/Assembly	450.53
Check	03/11/2014	103759	Carquest Auto Parts Stores	Wiper Blades/Striker Flint	122.45
Check	03/11/2014	103760	Commercial Tire Services, Inc.	Inv# 2220018221 Tire Repair/Disposal/Mounting	655.99
Check	03/11/2014	103780	Service Spring Co., Inc.	Inv# 128733 Springs/Bolts/Pins/Fittings	542.54
Check	03/14/2014	103795	Alexander Equipment Company	Inv# 99405 Radiator Hose	54.85
Check	03/14/2014	103799	Bristol Hose & Fitting Warehouse	Inv# 00345605 Hoses	161.35
Check	03/14/2014	103808	Grainger	Inv# 9378915186 Flat Washer/Welding Hose	74.95
Check	03/14/2014	103829	Rush Truck Centers of Illinois, Inc	Inv# 16205708 Muffler	588.20
Total 3034609 · Maintenance Vehicles & Equip					2,994.08
Total 303EQM · Equipment					2,994.08
Total 3034 · Road & Bridge - Expenditures					5,692.81
<b>7004 · Vehicle Replcmnt - Expenditures</b>					
<b>7004540 · Bus Purchase</b>					
Check	03/11/2014	103776	Pace	Bus Lease (2)	200.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
<b>8084 · Capital Projects - Expenditures</b>					
<b>8084415 · Senior Center Energy &amp; Solar</b>					
Check	03/14/2014	103805	dbHMS	Inv# 7417 Senior Center Retro Commissioning Services	1,450.26
Total 8084415 · Senior Center Energy & Solar					1,450.26
<b>8084425 · Building &amp; Perm Improvements</b>					
Check	03/14/2014	103797	Alarm Specialties and Protection	Inv# 24022 IWC Smoke Detector Installation	330.00
Check	03/14/2014	103835	The Home Depot	IWC Project Supplies	112.88
Check	03/14/2014	103835	The Home Depot	Admin Renovation Supplies	129.80
Check	03/14/2014	103836	Thomas Interior Systems	Inv# 83261 Office Furniture - Town Hall	6,004.55
Total 8084425 · Building & Perm Improvements					6,577.23
Total 8084 · Capital Projects - Expenditures					8,027.49
<b>TOTAL</b>					<b>69,167.10</b>



- I. Call to Order/Roll Call  
Supervisor McGuire called the meeting to order at 8:30 a.m. and introduced those present including Trustees Benoit, Burke, Caramelli, and Clerk Dolan Baumer and Highway Commissioner P. Craig Ochoa. Others present included twenty-five residents and staff.
- II. Town Hall  
Supervisor McGuire thanked the residents for coming to the Workshop “Breakfast with the Board” today and reiterated the purpose, which is to have an open dialogue and exchange ideas from the residents. He welcomed everyone to the first ever in-house catered Breakfast with the Board and hoped they would enjoy the change of pace.
- III. New Business: None.
- IV. Executive Session: No motion was made to go into Executive Session.
- V. Other Business: No other business was discussed.
- V. Adjournment: There being no further business to come before this Board, Supervisor McGuire adjourned the formal workshop at 8:35 a.m. He invited the residents to have breakfast.

Respectfully submitted,

Katy Dolan Baumer

Clerk

Copy: Supervisor      Administrator      Attorney      Gail Borden Library  
(4) Trustees      Senior Services      Auditor      Poplar Creek Public Library  
Assessor      Welfare Services      Village of Streamwood  
Bartlett Library      Highway Commissioner      Y&F Services      Streamwood Park District





- I. Call to Order/Roll Call  
Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Absent: Trustee Krick.  
Other Elected Officials present were Assessor Smogolski, Commissioner Ochoa,  
Others present included Administrator James Barr, Assistant Administrator Suzanne Powers, Director of Senior Services Barb Kurth-Schuldt, Director of Welfare Services Mary Jo Imperato, Attorney Kurt Asprooth, Management Intern CJ Mikucki, representative from the Senior Services Committee Mrs. Naomi Walters, and resident Mrs. Shirley Shrade.
- II. The Supervisor 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. There was no response.
- IV. Presentations: Mr. Carl Trippett was not present at the meeting this evening, and neither were representatives from Gymkhana, St. Peter Damian Catholic Church, or the Streamwood Behavioral Healthcare System, and therefore, Mr. McGuire asked that the Board allow them to be invited back to another meeting so that proper acknowledgement may be made. The Trustees concurred.
- V. Reports
- A. Supervisor: Mr. McGuire offered no report.
  - B. Clerk: Ms Dolan Baumer reported that Early Voting started today and the most convenient location is the Village of Streamwood. Election Day is March 18 and Hanover Township will again be a receiving site and polling place for two polling places.
  - C. Highway Commissioner: Commissioner Ochoa updated the Board on the salt situation; salt supplies are very low to non-existent in surrounding communities. He is fortunate that the relationship Hanover Township has with the City of Elgin has prompted Elgin to allow us to “borrow” salt as needed. It will be “paid back” in next year’s allotment he purchases.
  - D. Assessor: Assessor Smogolski reported that tax bills are due today.
  - E. Treasurer: A motion was made by Trustee Burke and seconded by Trustee Benoit to approve the Treasurer’s Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer’s report was adopted.
  - F. Trustee Liaison Committee Reports: Trustee Burke noted that he attended a very successful Emergency Services conference recently sponsored by Hanover Township. He also noted that there is an item on the agenda tonight that is a result of the hard, ongoing work of the Senior Citizens Services Committee.
- VI. Bill Paying  
Administrator Barr offered the bills for approval for February 19, 2014 through March 5, 2014. For bills payable to Alexian Brothers as follows:

a. Senior Center	<u>\$355.00</u>
Total All Funds:	<u>\$355.00</u>

A motion was made by Trustee Burke to approve the bills as presented for Alexian Brothers for February 19, 2014 through February 18, 2014; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Burke and Caramelli, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: none. Motion carried.

Administrator Barr presented the bills from February 19, 2014 through March 5, 2014, as follows for review and approval by the Board.

a. Town Fund	\$66,402.96
b. Senior Center Fund	46,593.91
c. Welfare Services Fund	21,572.31
d. Road and Bridge Fund	17,634.20
e. Mental Health Fund	12,920.19
f. Retirement Fund	0.00
g. Vehicle Fund	4,860.47
h. Capital Fund	<u>1,364.22</u>
Total All Funds:	<u>\$171,348.26</u>

A motion was made by Trustee Caramelli to approve the bills as presented for February 19, 2014 through March 5, 2014; Trustee Burke seconded the motion. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

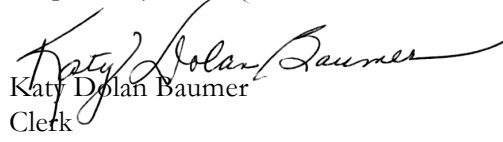
VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

- A. Regular Meeting Minutes of February 18, 2014: Clerk Dolan Baumer presented the regular meeting minutes of February 18, 2014 for review and approval. A motion was made by Trustee Burke to approve the minutes of the regular meeting minutes of February 18, 2014, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried and the minutes were approved.
- B. Resolution Authorizing Application for Community Development Block Grant Funds: Trustee Burke made a motion to approve the resolution 3030314CDBG, an application for Community Development Block Grant Funds (CDBG); Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried.
- C. Resolution Approving a Contract for Services between Hanover Township and the Hanover Township Mental Health Board for Psychiatric Services: Trustee Caramelli made a motion to approve the resolution #030314PSY, a resolution approving a contract for services between Hanover Township and the Hanover Township Mental Health Board for psychiatric services; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried.
- D. Resolution Approving a Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the Alternative to Suspension Program: Trustee Caramelli made a motion to approve the resolution #030314ASP, a resolution approving a contract for Services between Hanover Township and the Hanover Township Mental Health Board for the Alternative to Suspension Program; Trustee Burke seconded the motion. Trustee Benoit asked what the total budget was for this program. Mr. Barr responded that while he does not have the figures off hand, this contract pays for the salary and personal costs to implement the program. He would supply further details to the Board on costs at a later date. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried.

- E. Resolution Approving a Contract for Services between Hanover Township and the Hanover Township Mental Health Board for a Clinical Interventionist: Trustee Benoit made a motion to approve the resolution #030314CI, a resolution approving a contract for Services between Hanover Township and the Hanover Township Mental Health Board for a Clinical Interventionist; Trustee Caramelli seconded the motion. Trustee Benoit asked for clarification – is this a new position? Mr. Barr responded that this is a renewal for the second year for the drug education program, and that position is currently filled. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried.
- F. Resolution Approving a Non-Resident User Fee for Hanover Township Senior Services Programs: Trustee Burke made a motion to approve the resolution #030314NRF, a resolution approving of a non-resident user fee for Hanover Township Senior Services Programs; Trustee Benoit seconded the motion. Trustee Burke, liaison to the Committee, reported that this had been an issue the Senior Citizens Services Committee had been working on for several years and that its passage here this evening is unanimously supported by the Committee. The resolution sets a flat \$25 rate for programs for non-residents, which is the Senior Tax cost. Responding to Trustee Benoit, Director Kurth-Schuldt reported that last year, 329 non-residents participated in Hanover Township programming. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried
- G. Ordinance Authorizing Renewal of Unincorporated Aggregation Program for Electrical Load: Trustee Burke made a motion to approve the ordinance #030314EAP, an ordinance authorizing the renewal of the unincorporated aggregation program for electrical load; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Caramelli, and Burke, and Supervisor McGuire. Motion carried.
- H. Consideration of Remote Participation at Township Board Meetings Ordinance: Supervisor McGuire stated that while having remote participation at Board meetings is approved in the Illinois statutes, it has never been instituted at Hanover Township, but due to recent job changes by himself and Trustee Krick, making our meeting date in person has become a challenge, but if we had remote access, they would be able to be “present” at the meeting, while still at their workplaces. The Trustees agreed that it would be appropriate and asked the Attorney to prepare the ordinance for the next meeting.
- I. Consideration of Changing the Date of the March 18, 2014 Township Board Meeting: Trustee Burke made a motion that the Board change the date of the March 18, 2014 Township Board meeting; Supervisor McGuire seconded the motion. Supervisor McGuire noted that, again, due to job issues, the March 18 date is not feasible for two Board members. Supervisor McGuire asked the Trustees’ indulgence to change the date. After discussion, noting that passage of the FY15 Budget is the most pressing issue, aside from bill payment, at this time, that cancelling the March 18 meeting and holding a regular meeting on April 1 would be the most logical action. Roll call: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Motion passed and the Clerk was instructed to post the dates, accordingly.
- IX. Executive Session: No motion was made to go into closed session.
- X. Other Business: No other business was discussed at this time.
- XI. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:20 p.m. Motion to adjourn was made by Trustee Benoit and it was seconded by Trustee Burke. Roll call: Ayes: Trustees Benoit, Burke, Caramelli, and Krick, and Supervisor McGuire. Motion carried.

Respectfully submitted,



Katy Dolan Baumer  
Clerk

Copy:	Supervisor	Administrator	Attorney	Gail Borden Library
	(4) Trustees	Senior Services	Auditor	Poplar Creek Public Library
	Assessor	Welfare Services	Village of Streamwood	
	Bartlett Library	Highway Commissioner	Y&F Services	Streamwood Park District



250 S. Illinois Route 59, Bartlett, Illinois 60103

164<sup>th</sup> Annual Town Meeting  
Tuesday, April 8, 2014 7:30 p.m.

**\*\*DRAFT\*\***

## **A G E N D A**

- I. Call to Order
- II. Presentation of the Colors – Brownie Troop #1075 and Girl Scout Troop 570; and Pledge of Allegiance
- III. Welcome and Introduction of Officials
- IV. Election and Oath for Sergeant at Arms
- V. Election and Oath for Moderator
- VI. Approval of Annual Town Meeting Agenda
- VII. Acceptance of Minutes of the 2013 Annual Town Meeting
- VIII. Presentation of Annual Financial Statements by the Supervisor
  - A. Town Fund
  - B. General Assistance Fund
  - C. Road District Fund
  - D. Mental Health Fund
  - E. Retirement Fund
  - F. Senior Center Fund
  - G. Vehicle Replacement Fund
- IX. Certification of Accounts by Trustees
- X. Presentation of Department Reports
- XI. Presentation of the inaugural Trish Simon Award, presented by the Hanover Township Public Health and Safety Committee
- XII. Resolution Declaring Certain Hanover Township Personal Property to be Surplus
- XIII. Motion to Set the Hour of Special Town Meetings for 7:00 p.m.
- XIV. Motion to Set the Hour of the Next Annual Town Meeting for 7:30 p.m.
- XV. Motion to Pay the Moderator
- XVI. Adjournment

### **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.**