



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Regular Meeting of Town Board**  
*May 19<sup>th</sup>, 2015*  
**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. Presentations
  - A. Veterans Honor Roll
    - 1. A1C George Cooley
    - 2. CPL Gregory Scheldrup
    - 3. A2C LeRoy C. Zaehler
    - 4. SGT Charles Gutstadt
    - 5. SGT William E. Marsh, Jr.
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
  - F. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
  - A. Special Meeting Minutes of May 4, 2015
  - B. Executive Session Minutes of May 4, 2015
  - C. Intergovernmental Agreement with DuComm
  - D. Authorization to Purchase Maintenance Vehicle from State Bid List
  - E. Consideration of Annual Employee Health Insurance and Ancillary Benefits Renewal
- IX. Executive Session
- X. Other Business
- XI. 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.**

yes TWP

LM 3-6

yes attD



### VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO  
HAVE SERVED US SO VALIANTLY**

**NAME:** George J Cooley

**ADDRESS:** 271 So. Hickory Ave.

**CITY/ZIP CODE:** Bartlett 60103

**PHONE #:** 630-830-8405

**DATE OF BIRTH:** 11/13/1943

**BRANCH OF SERVICE:** United States Air Force

**HIGHEST RANK ATTAINED:** Airman First Class E-4 *AIC*

**YEARS OF SERVICE: FROM** 1961 **TO** 1965

**MEDALS AWARDED OR OTHER CITATIONS:**

Armed Forces Expeditionary Medal

**INJURIES:** None

**Comments:** Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

*Brian O. McGuire*

Supervisor

1/8/15

yes twop

5-10 OK



yes  
att'd

**VETERANS HONOR ROLL**

**WE ARE PROUD TO HONOR THOSE WHO  
HAVE SERVED US SO VALIANTLY**

**NAME:** Gregory Scheldrup

**ADDRESS:** 10 Big Oaks Rd

**CITY/ZIP CODE:** Streamwood, IL 60107

**PHONE #:** 847 293 5673

**DATE OF BIRTH:** 09 Feb 1940

**EMAIL ADDRESS:** \_\_\_\_\_

**BRANCH OF SERVICE:** Marine Corp

**HIGHEST RANK ATTAINED:** Corporal E4 CPL

**YEARS OF SERVICE: FROM** 1959 **TO** 1965

**MEDALS AWARDED OR OTHER CITATIONS:**  
Good Conduct, Expert Rifleman

**INJURIES:** \_\_\_\_\_

**Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.**

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**A historical file will be made regarding your time serving your country and will be available for future generations.**

Thank you,

*Brian P. McGuire*

Supervisor

1/5 Yes Troop

LM 9-16



### VETERANS HONOR ROLL

WE ARE PROUD TO HONOR THOSE WHO  
HAVE SERVED US SO VALIANTLY

LeRoy C. Zaehler

NAME: LeRoy C. Zaehler

ADDRESS: 17 HAWK HORN LN

CITY/ZIP CODE: STREAMWOOD IL 60107

PHONE #: 630-289-2306

DATE OF BIRTH: 8/12/41

BRANCH OF SERVICE: AIR FORCE

HIGHEST RANK ATTAINED: AIRMAN 1ST

SECOND CHAIR  
A2C

YEARS OF SERVICE: FROM 8/60 TO 8/63

MEDALS AWARDED OR OTHER CITATIONS:  
NONE

INJURIES: NONE

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

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Thank you,

*Brian P. McGuire*

Supervisor

11/9/15

455 Troop

Lm 5-6



### VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO  
HAVE SERVED US SO VALIANTLY**

**NAME:** CHARLES BUTSTADT *Gutstadt*

**ADDRESS:** 599 EAST AVE

**CITY/ZIP CODE:** STICAM WOOD

**PHONE #:** (630) 830-1827

**DATE OF BIRTH:** CHICAGO

**BRANCH OF SERVICE:** ARMY

**HIGHEST RANK ATTAINED:** SGT E-5

**YEARS OF SERVICE:** FROM DEC 84 TO APR 97

**MEDALS AWARDED OR OTHER CITATIONS:**  
\_\_\_\_\_  
\_\_\_\_\_

**INJURIES:** \_\_\_\_\_

**Comments:** Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

*Brian P. McGuire*

Supervisor

115

yes Twp

516  
LM



# HANOVER TOWNSHIP

## VETERANS HONOR ROLL

**WE ARE PROUD TO HONOR THOSE WHO  
HAVE SERVED US SO VALIANTLY**

**NAME:** William E. Marsh Jr.

**ADDRESS:** 121 10TH AVE. Bartlett IL 60103

**CITY/ZIP CODE:** 60103

**PHONE #:** 773-326-8484

**DATE OF BIRTH:** 11-1-1927

**BRANCH OF SERVICE:** MARINES USMC

**HIGHEST RANK ATTAINED:** SERGEANT SGT

**YEARS OF SERVICE:** FROM 1944 TO 1947

**MEDALS AWARDED OR OTHER CITATIONS:**  
PURPLE HEART 2 WORLD WAR II  
KRAN WAR 1950-1953


**INJURIES:** \_\_\_\_\_

**Comments:** Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

**Thank you,**

  
**Supervisor**

# DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Passports</i>	412	253	412	253
Photo fees	\$1,455	\$855	\$1,432	\$855
Fee deposits	\$9,015	\$5,045	\$9,015	\$5,045
<i>Fishing/Hunting licenses</i>	13	22	13	22
<i>Handicap Placards</i>	14	16	14	16
<i>Cook County vehicle stickers</i>	0	0	0	0
<i>Human Resources Requests</i>	176	183	176	183
<i>New Employee Orientations</i>	2	2	2	2
<i>Technology work orders</i>	28	37	28	37
<i>Resident Contacts</i>	2,042	1,988	2,042	1,988
<i>Percent of Budget Expended</i> (8% of year)	5.8%	4.2%	5.8%	4.2%
<i>Grant application submissions</i>	1	0	1	0

## Department Highlights

- Administrative Services coordinated the major medical insurance underwriting with all full-time staff and continued work on reviewing quotes and plan options for the June 1<sup>st</sup> renewal.
- Coordinated with departments on full-time staff annual employee evaluations.
- Management Analyst Kaufholz coordinated the Northern Illinois Food Bank grant application for the food pantry walk in freezer with Director Imperato.
- Graduate Management Intern Arden coordinated four case management software demonstrations with staff. After a thorough analysis of the software, it was determined we will continue to review available software to find a software that is compatible with department needs and within a targeted budget.
- Assistant Administrator Powers attended the Illinois Municipal Retirement Fund Authorized Agent Certification course on April 23.
- Continued cost analysis of Call One telephone services. A reviewed showed a spike in costs related to a specific line that directly connects the fire alarms to the fire department. Administrative Services and Facilities and Maintenance are reviewing alternative options for this service that would decrease overall costs.
- The Environmental Sustainability Workgroup met on April 22<sup>nd</sup>.

*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.*

# OFFICE OF THE ASSESSOR

Report for April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Administration</i>				
Office visits	216	280	216	280
Building permits processed	378	290	378	290
Sales recording	71	46	71	46
Change of Name*	8	3	8	3
Property tax appeals	0	0	0	0
Certificate of Errors	49	12	49	12
Property location updates	0	0	0	0
New owner mailings	58	0	58	0
Long time occupants*	0	0	0	0
<i>Exemptions</i>				
Homeowner exemptions	17	11	17	11
Senior home owner exemptions	44	89	44	89
Senior freeze exemptions*	40	58	40	58
Miscellaneous exemptions	5	18	5	18
<i>Foreclosures</i>	26	24	26	24

\* Denotes notary requirement

## Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. April had a total of 6 visitors after 4:30pm.
- We have a total of 1490 e-mails on our contact list. We added 9 e-mails in March.
- Foreclosures April 2015 37%. Foreclosures April 2014 52%.
- Patty volunteered at the Veteran's Dinner April 1<sup>st</sup>.
- Cook County Board of Review 2014 appeal results were transmitted to the Cook County Assessor's office April 3.
- Patty attended the Employee Wellness Work Group meeting April 10.
- Patty attended the Annual Meeting April 14
- Patty attended the CCTAA meeting April 17
- Cindy attended the Environmental Sustainability Workgroup meeting April 22
- Cook County Assessor's office stopped accepting 2014 Exemptions April 30. All 2014 Exemptions must be submitted as Certificate of Error's going forward.
- Our office has started researching all seniors in our database to ensure everyone eligible is receiving their exemptions. Phone calls to non-renewed seniors will start in May.

### *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 April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Appointments</i>				
ProTimes	24	22	24	22
TB skin test	6	10	6	10
Cholesterol	1	7	1	7
Pharmaceutical Assistance Programs	1	1	1	1
Miscellaneous labs	9	7	9	7
Wellness Screening (BP, diabetes, anemia)	19	17	19	17
Other (health questions, exams, injections, etc.)	28	35	28	35
<i>Clinic Clients</i>				
Senior Center/home visits	60	88	60	88
Astor Avenue	10	11	10	11
Elgin Office/ Izaak Walton Center	3	5	3	5
Offsite clinics	16	3	16	3
Total clients (unduplicated)	72	80	72	80
<i>Public Education &amp; Health Promotion</i>				
Media coverage	4	4	4	4
Informational seminars & programs	6	8	6	8
Program Participants	86	65	86	65
<i>Primary Care Provider Support</i>				
Phone Triage	522	493	522	493
Embracelet Program	1	0	1	0

## Department Highlights

- Provided 7 home visits for residents in the month of April.
- Community Health Nurse provided stress screenings and education for Stress Awareness Month.
- April 10, Community Health Nurse attended the Kids at Hope Community Resource Fair in Hanover Park.
- April 11, Director attended the Bartlett Police Department community open house.
- April 15, Community Health Nurse attended the Community Quality Council Meeting in Elgin.
- April 23, NIU student nurse intern provided a presentation to residents on Hepatitis C
- April 23, the Office of Community Health hosted the Northwest Municipal Nurse’s Meeting at the Izaak Walton Center.
- April 24, the Office of Community Health and Senior Services hosted a progressive tour at the Senior Center for local business professionals.
- April 25, Director and Community Health Nurse provided puberty education to 5<sup>th</sup> grade students at Ridge Circle Elementary School.
- April 27, Director met with Hanover Park and Streamwood Fire Department to discuss community paramedicine.
- April 29, Director and Community Health Nurse took re-certification class for CPR Instructors.

### *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 April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2015	FYTD 2016
<i>Website Visits</i>	8,225	7,846	7,846	8,225
<i>Facebook Likes</i>	10	12	12	10
<i>Media Releases</i>	6	8	8	6
<i>Veteran Contacts</i>	5	N/A	N/A	5
<i>Total Veterans served</i>	63	N/A	N/A	63
<i>Total Resident Contacts (Elgin office)</i>	128	110	110	128

## Department Highlights

- Met with Hitchcock Design Group on the application process for the OSLAD grant.
- CVA staff attended Senior Volunteer Luncheon on April 7.
- CVA staff conducted meetings with Vision Internet for the continuation of the redesign process of the Township website.
- CVA staff attended the Supervisor's Community Service Awards on April 16.
- CVA staff participated in the 5k walk-through with the City of Elgin staff at the Izaak Walton Reserve on April 21.
- Attended April's meeting of Streamwood Community Relations Commissioner meeting.
- CVA staff attended a Vision Internet conference on social media management at the Village of Hoffman Estates on April 28.
- CVA staff attended a meeting at the Elgin Centre with the Northern Illinois Food Bank on April 16 to discuss the upcoming summer lunch program.

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# DEPARTMENT OF EMERGENCY SERVICES

Report for April 2015

SERVICE PROVIDED	MARCH 2015	MARCH 2014	FYTD 2016	FYTD 2015
<i>Volunteers</i>				
Total volunteers	29	30	29	30
New volunteers	1	3	1	3
<i>Hours</i>				
Volunteer Detail Hours	299	184	299	184
Volunteer Work Hours	182.7	N/A	182.7	N/A
Volunteer Training Hours	230	301	230	301
<i>Total Volunteer Hours</i>	711.7	485	711.7	482
<i>Details</i>				
Emergency Call Outs	4	1	4	1
Safety Patrols	2	4	2	4
Township Sponsored Events	4	1	4	1
Other Community Events	2	0	2	0
Miscellaneous	0	1	0	1
<i>Total Details</i>	12	7	12	7

## Department Highlights

- Emergency Call outs:
  - Assisted Streamwood Police on April 9<sup>th</sup> at Route 59 and Schaumburg Road traffic with traffic control due to lines down following an automobile accident.
  - Assisted Streamwood Police on April 11<sup>th</sup> at Route 19 and Bartlett Road with traffic control for an automobile accident.
  - Assisted Cook County Department of Homeland Security and the Barrington and Countryside Fire Department on April 21<sup>st</sup> at Bateman Road and Rolling Hills Drive for house fire providing traffic control. This incident reached a MABAS 5<sup>th</sup> alarm with multiple special requests for water tenders.
  - Assisted Cook County Sheriffs Police on April 24<sup>th</sup> at Schaumburg Road and Rosewood Drive in removing a downed tree from the roadway.
- Hanover Township Sponsored Events:
  - Assisted Senior Service Department on April 8<sup>th</sup> with traffic control.
  - HTES conducted semi-annual maintenance day at Station 1 on April 12<sup>th</sup> conducting extensive tool and vehicle maintenance/cleaning.
  - HTES Honor Guard presented the colors at the 165<sup>th</sup> Annual Town Hall meeting.
  - HTES personnel accompanied Township Official of Cook County on tour of Cook County Department of Homeland Security assets in Oak Forest, followed by presentation and tour of HTES Station 1.
- Other Community Events
  - HTES personnel assisted the Hanover Park Police and St. Ansgar Church with Good Friday event, providing traffic control.
  - HTES personnel attended the annual volunteer recruitment event at the Centre of Elgin on April 25<sup>th</sup>.
- HTES completed safety patrols on April 10<sup>th</sup> and 20<sup>th</sup>

### *Hanover Township Mission Statement:*

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# DEPARTMENT OF FACILITIES & MAINTENANCE

Report for April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Administration</i>				
Vehicle service calls	18	13	18	13
Work orders	46	55	46	55
Event set-ups/tear downs	207	171	207	171
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	N/A	3,494	N/A	3,494
Town Hall	6,480	6,180	6,480	6,180
Senior Center	36,123	29,540	36,123	29,540
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	218.13	116.50	218.13	116.50
Town Hall	1,671.52	720.82	1,671.52	720.82
Senior Center	1,322.96	3,117.45	1,322.96	3,117.45

\*Astor Avenue electricity monthly totals were not available from ComEd in time for the board report.

## Department Highlights

- Started spring mowing and reserve clean ups.
- Continue renovations to lower level of Izaak Walton.
- Continuing work with Com Ed on installation of 3 phase wiring to Izaak Walton building.
- Maintenance staff completed set-up of all tents, tables and chairs for the Sprint to Spring 5K.
- Finalized contract with engineer for the resurfacing of the main Township parking lot. Will be going out for bids mid-June and anticipate construction starting mid-July.
- New counter tops were installed in Senior Center.
- Completed design of Education Center for Izaak Walton Center. Construction will start early July.

### *Hanover Township Mission Statement:*

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# HIGHWAY DEPARTMENT

Report for April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Winter Season</i>				
Spring Cleanup Complete				
Started Brush Pickup	7	0	7	0
Started grass cutting/mulch				
<i>Spring Season</i>				
Tree plantings complete				

## Department Highlights

- Spring cleanup complete
- Tree plantings complete
- Township mulch started
- Gromer Road hearing scheduled for 5/27

*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 April 2015

SERVICE PROVIDED	MARCH 2015	MARCH 2014	FYTD 2015	FYTD 2014
<i>Grant Funding</i>				
New clients	102	360	3919	4627
Ongoing Clients	639	494	NC	NC
Closed Cases	59	203	1895	2,431
Prevention Programming Presentations	50	39	351	425
Number in audience	2187	797	17988	13,092
<i>TIDE</i>				
Participants	9	7	8	7
Rides	97	79	812	1,077
<i>Resource Center</i>				
Organizations providing services	5	5	5	5
Clients served	*49	**36	*998	**499

\*One agency not reporting

\*\*Two agencies not reporting

## Department Highlights

- The Mental Health Board met on April 28, 2015 and awarded the following grants:
  - Centro de Informacion received an \$18,000 Emergency Grant due to the cut in funding on April 3<sup>rd</sup> and the projected cuts to their funding from the State of Illinois in FY 16. Centro will receive two installments of \$9,000.
  - Easter Seals DuPage and Fox Valley received at \$10,000 Challenge Grant to increase their Family Support program to provide more access for Township residents.
  - JOURNEY'S The Road Home received a \$7,500 Capital Grant to assist with the purchase of new technology to increase their capabilities to provide quality services.
- Manager continues to visit funded agencies in the community and distribute the Mental Health Resource Guide. The MHB has received a lot of positive feedback from the community regarding the Resource Guide.
- Enrolled one new TIDE rider.
- The Mental Health Housing Task Force met on April 22<sup>nd</sup> and discussed completing several site visits over the next few months to different housing programs within the community.
- Completed monthly site visit with board chair, Linda Best and MHB member, Julia Thomas to Family Services Association of Greater Elgin on April 30<sup>th</sup>.
- Attended C-HOPE brainstorming session on April 16<sup>th</sup> with staff from Youth and Family Services, Community Health and Senior Services. Discussion ensued regarding mental health trainings that would be helpful for staff.
- The Hanover Township logo was installed at the Community Resource Center in the waiting area.
- MHB continues to watch human services funding from the State of Illinois closely. Projections suggest a large cut to human services funding in FY 16, which could severely affect the MHB funded agencies. Agencies have been reminded of the Emergency Grant opportunity available through the MHB.
- Continue to work with Windstream to address several phone issues at the Community Resource Center.

*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 April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Programming Division</i>				
Planned programs	230	223	230	223
Participants	2,043	1,735	2,043	1,735
Participants (unduplicated)	624	614	624	614
Wait listed (unduplicated)	54	70	54	70
Art & Computer classes	64	62	64	62
Art & Computer class participants	380	469	380	469
New volunteers	8	6	8	6
Total volunteers (unduplicated)	140	139	140	139
Volunteer hours reported	1,743	2,123	1,743	2,123
Meals Served	1,076	995	1,076	995
Meals delivered by volunteers	1,032	814	1,032	814
<i>Social Services Division</i>				
Clients served (unduplicated)	221	218	221	218
Clients served (duplicated)	354	307	354	307
Energy Assistance	5	24	5	24
Prescription drugs & health insurance assistance	66	60	66	60
Social Service programs	11	8	11	8
Social Service program participants	77	63	77	63
Lending Closet transactions	71	71	71	71
<i>Transportation Division</i>				
One way rides given	1,624	1,767	1,624	1,767
Individuals served (unduplicated)	320	249	320	249
New riders	*n/a	13	*n/a	13
Unmet requests for rides	19	26	19	26

\* New rider information unavailable, will report data in June's board report

## Department Highlights:

- **Programming:** The Field Museum, Carousel at Lyric Opera, Volunteer Luncheon, Jumer's Casino, Dance Basics, Pizza & Movie, Lunch & Movie, TRIAD, Spanish Classes, French Classes, Line Dance Classes, Spring Vendor Faire, Bingo, Cooking Class, Carmel Popcorn Day, Containers for the Garden, AARP Safe Driving Course, Shrimp Scampi day, Café Birthday, Tuesday Evening Mixer, Earth Day Lunch & Learn; Ceramics, Batik Painting, Self-Portrait Oil Painting, Acrylic Painting, Paper Clay, Clay Herb Garden Markers, Iris Folding Greeting Cards, Intro to Wood Carving, Windows 8.1, Email Intro., Nook's Kindles & Tablets, Using Internet Search Tools, Safe Online Shopping, Video Streaming, Core Chair Pilates, Pinochle, Poker, Pinteresting Projects, Candy Bingo; Daily Lunch Services at Stars N Stripes Café.
- **Transportation:** Drivers logged in 11,997 miles in the month of April. Recruitment has begun for the Transportation Manager position with a number of promising candidates.
- **Social Services:** Social Services staff participated in a Community Health and Wellness Fair at the Salvation Army office in Elgin on April 18. The CEDA Request of Qualification for LIHEAP was submitted on 4/21; the RFQ is required in order to be considered an intake site for CEDA utility assistance programs in the next program year.

### 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 April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2015	FYTD 2014
<i>General Assistance</i>				
General Assistance clients	27	22	27	22
General Assistance appointments	68	53	68	53
Emergency Assistance appointments	16	29	16	29
Emergency Assistance approved	2	7	2	7
Crisis intake clients	117	163	117	163
Access to Care	0	2	0	2
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	0*	83	0*	83
Circuit Breaker	0	2	0	2
<i>Social Services</i>				
ComEd Hardships	4	3	4	3
Weatherization	0	6	0	6
<i>Food Pantry</i>				
Served (Households)	641	917	641	917
New applications	18	67	18	67
Food Donations	52	60	52	60
<i>Community Center Walk-Ins</i>	143	261	143	261

\*No funds available

## Department Highlights:

- Auxiliary Volunteer Drivers for the food pantry continues to go well. We continue to search for additional drivers.
- Job Fair was held at the Senior Center with 65 Employers and 350 residents in attendance. Surveys stated the job fair was well run and 66 employers reported positions offered to attendees of the job fair.
- Supervisor Community Service Award dinner was held at the Senior Center with 135 in attendance.
- Auxiliary Staff Lead, Jay Orlksen hosted training for auxiliary staff with 20 in attendance. This training reviewed policies and procedures and offered volunteers an opportunity to share ideas and recommend changes.
- Food Pantry Bar Code Scanning System continues to work well making data collection more efficient.
- Auxiliary Staff Rodger McDowall hosted the monthly Community Resource Group on "Planting an Abundant Garden" with 12 residents in attendance. All residents received a plant to take home to start their own garden.
- Director Imperato and Case Manager Saul attended GATI training in Rockford to satisfy the annual training requirement for General Assistance.
- Due to lack of funds LIHEAP/Energy Assistance Program has ended early. Due to program ending Welfare Services is seeing an increase in emergency assistance calls.
- Mobile Pantry sponsored by Kiwanis Club of Streamwood is scheduled for May 19<sup>th</sup> beginning at 10am and will be held at the Hanover Park District in Hanover Park.
- CEDA continues to keep office hours every other Thursday to assist residents facing financial hardship including auto repair, dental and vision.
- The Welcoming Center has relocated to Hanover Township Astor Avenue with an array of services available to residents.

### *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 April 2015

SERVICE PROVIDED	APRIL 2015	APRIL 2014	FYTD 2016	FYTD 2015
<i>Outreach &amp; Prevention</i>				
Open Gym participants	1,553	1,639	1,553	1,639
Open Gym participants (unduplicated)	467	492	467	492
Alternative to Suspension referrals	1	1	1	1
Alternative to Suspension participants	299	322	299	322
Alternative to Suspension participants (unduplicated)	88	94	88	94
<i>Clinical</i>				
Therapy clients	271	348	271	348
Therapy clients (unduplicated)	114	147	114	147
New clients (unduplicated)	7	17	7	17
Clinical hours	217	450	217	450
Group session participants	234	1,656	234	1,656
<i>Tutoring Participants</i>				
Total	319	310	319	310
Unduplicated	98	91	113	91

## Department Highlights:

- Our Clinical Interventionist provided substance abuse prevention group work to 838 participants and presentations to 425 participants.
- Clinical hours are down due to staff vacancy and having no clinical interns; group session participants is lower due to therapists are no longer providing groups at the Open Gym Program.
- Planning has begun for the Youth and Family Services “Fallapalooza” fundraiser to be held at the Izaak Walton Center and Reserve on October 3, 2015.
- John Parquette, LCSW, participated at School District U-46’s Annual Principal for the Day on April 10th; John attended Elgin High School.
- Youth and Family Services represented the Township at the Village of Hanover Park’s Kids at Hope Community Resource Fair on April 11, 2015.
- John Parquette, LCSW, attended the Loyola University Inter-Professional Practice with At-risk Youth Practicum Development Workgroup on April 13, 2015.
- John Parquette, LCSW, attended the Elgin/School District U-46 Alignment Governing Board meeting on April 17, 2015.
- John Parquette, LCSW, attended the Hanover Township Mental Health Housing Task Force Meeting on April 22, 2015.
- John Parquette, LCSW, participated in the first round interview process for the next Principal at Streamwood High School on April 29, 2015.

### *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 - FY 15  
 From 5/5/15 - 5/19/15

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	5,609.30		5,609.30
Total Senior Center	-		
Total Welfare Services	-		
Total Road and Bridge	-		
Total Mental Health Board	-		
Total Retirement	-		
Total Vehicle	-		
Total Capital	-		
Total All Funds	<u>5,609.30</u>	<u>-</u>	<u>5,609.30</u>

The above "Subtotal" column has been approved for payment this 19th day of May 2015.

The above "Total" column has been approved for payment this 19th day of May 2015.

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 Supervisor

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 Town Clerk

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 Supervisor

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 Town Clerk

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 Trustee

**Hanover Township**  
**Board Audit Report - FY 15**  
 May 5 - May 19, 2015

Type	Date	Num	Name	Memo	Amount
<b>1014 · Town Fund - Expenditures</b>					
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Bill	03/29/2015		First Priority Emergency Vehicles	Cabinet Assembly for Vehicle	3,755.00
Total 1014802 · Equipment					3,755.00
<b>1014803 · Uniforms</b>					
Bill	03/29/2015	49254	Today's Uniforms Inc	Emergency Services Shirts	1,854.30
Total 1014803 · Uniforms					1,854.30
Total 101ES · ES - Expenditures					5,609.30
Total 1014 · Town Fund - Expenditures					5,609.30
<b>TOTAL</b>					<b>5,609.30</b>

**Hanover Township**  
 Board Audit Report - FY 16  
 From 5/5/15 - 5/19/15

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	40,419.52		40,419.52
Total Senior Center	9,868.15	407.88	10,276.03
Total Welfare Services	2,743.99		2,743.99
Total Road and Bridge	4,699.63		4,699.63
Total Mental Health Board	8,385.27	5,060.00	13,445.27
Total Retirement	-		
Total Vehicle	200.00		200.00
Total Capital	25,522.00		25,522.00
Total All Funds	<u>91,838.56</u>	<u>5,467.88</u>	<u>97,306.44</u>

The above "Subtotal" column has been approved for payment this 19th day of May 2015.

The above "Total" column has been approved for payment this 19th day of May 2015.

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 Town Clerk

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Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
<b>1103 - Senior Center - Revenue</b>					
<b>1103500 - Senior Programs</b>					
Check	05/12/2015	110190	Genevieve Allen	Michigan Trip Refund	100.00
Check	05/15/2015	110368	Judy Roberts	Chicago River Tour Refund	53.00
Total 1103500 - Senior Programs					153.00
Total 1103 - Senior Center - Revenue					153.00
<b>1014 - Town Fund - Expenditures</b>					
<b>101CVA - Community &amp; Veteran Affairs</b>					
<b>101CMA - Community Relations</b>					
<b>1014614 - Printing</b>					
Check	05/15/2015	110362	Kwik Print	Inv# 54954 Note Cards/Envelopes	133.60
Total 1014614 - Printing					133.60
<b>1014620 - Satellite Office Programs</b>					
Check	05/12/2015	110191	Ace Coffee Bar	Inv# 2940-403615 Coffee Supplies	159.25
Total 1014620 - Satellite Office Programs					159.25
<b>1014623 - Satellite Office Phone &amp; Intrnt</b>					
Check	05/12/2015	110195	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Internet Charges	177.35
Total 1014623 - Satellite Office Phone & Intrnt					177.35
<b>1014624 - Travel</b>					
Check	05/12/2015	110183	Monegato, Holly N	Mileage Reimbursement	47.21
Total 1014624 - Travel					47.21
Total 101CMA - Community Relations					517.41
Total 101CVA - Community & Veteran Affairs					517.41
<b>101ES - ES - Expenditures</b>					
<b>1014802 - Equipment</b>					
Check	05/12/2015	110196	Chief Supply Corp.	Inv# 264583 Head Vice	33.36
Total 1014802 - Equipment					33.36
<b>1014803 - Uniforms</b>					
Check	05/12/2015	110396	P.F. Pettibone & Co	Inv# 33133 ES Badges/Cases (10)	1,227.75
Check	05/12/2015	110398	Today's Uniforms Inc	Inv# 49896 Nametags (2)	19.90
Total 1014803 - Uniforms					1,247.65
Total 101ES - ES - Expenditures					1,281.01
<b>101ISE - Insurance &amp; Employee Benefits</b>					
<b>1014503 - General Insurance</b>					

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Accrual Basis

**Hanover Township**  
**Board Audit Report**  
 May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Check	05/15/2015	110352	The Daniel and Henry Co.	Inv# 565385 Supervisors Bond Annual Premium	8,430.00
Total 1014503 · General Insurance					8,430.00
<b>1014507 · Flex Plan &amp; 457 Plan</b>					
Check	05/15/2015	110351	CPI Qualified Plan Consultants, Inc.	Inv# GV138804-198415 Quarterly Fees	712.50
Total 1014507 · Flex Plan & 457 Plan					712.50
Total 101ISE · Insurance & Employee Benefits					9,142.50
<b>101LEA · Legal &amp; Auditing</b>					
<b>1014502 · Legal Services</b>					
Check	05/15/2015	110361	Kopon Airdo, LLC	Inv# 190-0002-16333 Tax Objections Legal Fees	527.21
Check	05/15/2015	110361	Kopon Airdo, LLC	Inv# 190-0001-16332 Legal Fees	11,010.71
Check	05/15/2015	110361	Kopon Airdo, LLC	Inv# 190-0003-16334 Legal Fees	168.11
Check	05/15/2015	110361	Kopon Airdo, LLC	Inv# 190-0004-16335 Legal Fees	3,047.28
Total 1014502 · Legal Services					14,753.31
Total 101LEA · Legal & Auditing					14,753.31
<b>101MAIN · Facilities Maintenance</b>					
<b>1014205 · Janitorial Supplies - Town</b>					
Check	05/12/2015	110194	Bade Paper Products, Inc	Inv# 197526 Can Liners/Towels/Disinfecting Wipes/Soap	472.76
Total 1014205 · Janitorial Supplies - Town					472.76
<b>1014208 · Housekeeping Contract</b>					
Check	05/12/2015	110392	Perfect Cleaning Service, Inc.	Inv# 40216 Janitorial Service Admin/Senior Center	2,320.00
Total 1014208 · Housekeeping Contract					2,320.00
<b>1014209 · Building Contracts</b>					
Check	05/12/2015	110390	Orkin Pest Control (IWC)	Inv# 101928263 Pest Control	55.00
Check	05/12/2015	110391	Orkin Pest Control (Astor)	Inv# 101927817 Pest Control	53.00
Total 1014209 · Building Contracts					108.00
<b>1014210 · Building Maintenance - Town</b>					
Check	05/12/2015	110401	S.W. Westfall Maintenance	Inv# 44340 Hose Bib Seal Repair (4)	195.00
Total 1014210 · Building Maintenance - Town					195.00
<b>1014211 · Building Maintenance - Senior</b>					
Check	05/12/2015	110384	Midwest Electrical Service Center	Inv# 2575 Preventive Maintenance Agreement	120.00
Total 1014211 · Building Maintenance - Senior					120.00
<b>1014213 · Equipment Maintenance - Town</b>					
Check	05/12/2015	110403	Call One	Inv# 5073 Fire Alarm Line Repair	210.00
Check	05/12/2015	110199	JaniKing	Inv# 05150314 Monthly Cleaning	395.00

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Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Check	05/15/2015	110358	Interact Business Products, LLC	Inv# 107616 Copy Charges	106.83
Total 1014213 · Equipment Maintenance - Town					711.83
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	05/15/2015	110360	Ken's Beverage, Inc	Inv# 1666623 Coffee Machine Service	125.00
Total 1014214 · Equipment Maintenance - Senior					125.00
<b>1014216 · Equipment Rental</b>					
Check	05/12/2015	110193	A to Z Rentals	Con# 79905 68 lb Dewalt Hammer - Balance Due	34.00
Total 1014216 · Equipment Rental					34.00
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	05/12/2015	110389	Oil Masters	Inv# 168397 Oil Change	42.74
Check	05/15/2015	110365	Oil Masters	Inv# 168748 Oil Change	39.49
Total 1014218 · Vehicle Maintenance - Town					82.23
<b>1014222 · Trash Removal - Town</b>					
Check	05/15/2015	110367	Republic Services #933	Acct# 3-0551-6013270 Monthly Charges	223.09
Total 1014222 · Trash Removal - Town					223.09
<b>1014223 · Trash Removal - Senior</b>					
Check	05/15/2015	110367	Republic Services #933	Acct# 3-0551-6000579 Monthly Charges	213.47
Total 1014223 · Trash Removal - Senior					213.47
<b>1014224 · Trash Removal - Astor</b>					
Check	05/15/2015	110367	Republic Services #933	Acct# 3-0551-6013274 Monthly Charges	161.45
Total 1014224 · Trash Removal - Astor					161.45
<b>1014225 · Grounds/Reserve Maintenance</b>					
Check	05/12/2015	110385	Midwest Trading	Inv# I399260 Mulch	358.50
Check	05/12/2015	110385	Midwest Trading	Inv# I399247 Mulch	358.50
Check	05/15/2015	110338	Spejcher, Steve G	Senior Pond Algae Control	74.25
Check	05/15/2015	110402	Midwest Trading	Inv# I399087 Mulch	358.50
Check	05/15/2015	110402	Midwest Trading	Inv# I399182 Mulch	358.50
Total 1014225 · Grounds/Reserve Maintenance					1,508.25
<b>1014230 · Trash Removal - Izaak</b>					
Check	05/15/2015	110367	Republic Services #933	Acct# 3-0551-0097167 Monthly Charges	83.28
Total 1014230 · Trash Removal - Izaak					83.28
Total 101MAIN · Facilities Maintenance					6,358.36
<b>101PAN · Pantry</b>					

**Hanover Township  
Board Audit Report  
May 5 - 19, 2015**

Type	Date	Num	Name	Memo	Amount
<b>1014161 · Utilities</b>					
Check	05/12/2015	110387	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	105.83
Check	05/12/2015	110388	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	79.23
Total 1014161 · Utilities					185.06
Total 101PAN · Pantry					185.06
<b>101THE · Town Hall Expense</b>					
<b>1014403 · Utilities - Town</b>					
Check	05/12/2015	110400	Village of Bartlett	Acct# 51470 Water/Sewer	104.25
Check	05/15/2015	110349	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	724.16
Total 1014403 · Utilities - Town					828.41
Total 101THE · Town Hall Expense					828.41
<b>101TOE · Town Office Expense</b>					
<b>1014404 · Office Supplies</b>					
Check	05/12/2015	110181	Dolan Baumer, Kathleen M	Certificate Paper	14.16
Total 1014404 · Office Supplies					14.16
<b>1014408 · Salaries</b>					
Check	05/15/2015	110359	Job Giraffe	Inv# 00213381 Part Time Office Temp Help	114.24
Total 1014408 · Salaries					114.24
<b>1014412 · Travel Expenses</b>					
Check	05/12/2015	110181	Dolan Baumer, Kathleen M	Mileage Reimbursement	96.09
Check	05/12/2015	110181	Dolan Baumer, Kathleen M	Transportation Reimbursement	27.50
Check	05/15/2015	110339	Barr, James C	Mileage Reimbursement - TOI Topics Day	204.53
Check	05/15/2015	110340	Imperato, Alexandra M	Mileage Reimbursement	37.66
Total 1014412 · Travel Expenses					365.78
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	05/15/2015	110369	Bartlett Rotary Club	Inv# 743 Member Dues Jan - Mar 2015 J. Barr	165.00
Check	05/15/2015	110374	Township Officials of Illinois	TOI Annual Dues	1,306.70
Total 1014414 · Memberships, Subs & Publication					1,471.70
<b>1014530 · Financial Administration</b>					
Check	05/15/2015	110353	Governmental Accounting, Inc	Inv# 5853 Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
<b>1014531 · Community Affairs</b>					
Check	05/12/2015	110181	Dolan Baumer, Kathleen M	SCC Annual Scholarship Banquet	35.00
Check	05/15/2015	110345	Bartlett Veterans Memorial Foundation	Bartlett Veterans Memorial Annual Event Ad	120.00
Check	05/15/2015	110373	Signs by Tomorrow	Inv# 21070 HT Banner	99.40



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Accrual Basis

**Hanover Township  
Board Audit Report  
May 5 - 19, 2015**

Type	Date	Num	Name	Memo	Amount
Total 1014531 · Community Affairs					254.40
Total 101TOE · Town Office Expense					7,248.88
<b>104ASR · Assessor's Division</b>					
<b>1044413 · Travel Expense</b>					
Check	05/12/2015	110184	Glascott, Patricia A	Mileage Reimbursement	56.78
Total 1044413 · Travel Expense					56.78
Total 104ASR · Assessor's Division					56.78
<b>109YFS · Youth &amp; Family Services</b>					
<b>109OUT · Outreach &amp; Prevention</b>					
<b>1094627 · Open Gym Program.</b>					
Check	05/15/2015	110366	PSS World Medical, Inc.	Inv# 2927918 Cold Packs	47.80
Total 1094627 · Open Gym Program.					47.80
Total 109OUT · Outreach & Prevention					47.80
Total 109YFS · Youth & Family Services					47.80
Total 1014 · Town Fund - Expenditures					40,419.52
<b>1104 · Senior Center - Expenditures</b>					
<b>1104ADM · Administration</b>					
<b>1104523 · Recruitment</b>					
Check	05/12/2015	110399	Verify (XHTSSE)	Inv# 964698 Background Checks (6)	102.00
Total 1104523 · Recruitment					102.00
<b>1104524 · Utilities</b>					
Check	05/12/2015	110400	Village of Bartlett	Acct# 62447 Water/Sewer	196.94
Check	05/12/2015	110400	Village of Bartlett	Acct# 63818 Runzel Reserve	17.49
Check	05/15/2015	110350	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	3,387.90
Total 1104524 · Utilities					3,602.33
<b>1104527 · Equipment</b>					
Check	05/12/2015	110379	Leaf (618-003)	Inv# 5685607 Postage Machine Lease	87.00
Check	05/12/2015	110380	Leaf (618-001)	Inv# 5699500 Senior Main Copy Machine Lease	351.00
Check	05/12/2015	110394	Pitney Bowes	Acct# 6871669 Equipment Return	100.00
Check	05/15/2015	110358	Interact Business Products, LLC	Inv# 105818 Annual Copiers Contract (3)	275.00
Total 1104527 · Equipment					813.00
<b>1104528 · Office Supplies</b>					
Check	05/15/2015	110341	A1 Trophies & Awards, Inc	Inv# 17389 Name Badges (4)	31.80
Check	05/15/2015	110372	Staples	Inv# 3264193774 Copy Paper	18.48
Check	05/15/2015	110372	Staples	Inv# 3264193774 Coffee Supplies	38.97

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Accrual Basis

**Hanover Township**  
**Board Audit Report**  
 May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Check	05/15/2015	110372	Staples	Inv# 3263603836 Window Envelopes	16.49
Total 1104528 · Office Supplies					105.74
<b>1104533 · Printing</b>					
Check	05/12/2015	110200	Kwik Print	Inv# 54938 Letterhead / Business Cards	151.10
Check	05/12/2015	110200	Kwik Print	Inv# 54949 Program Remittance Envelopes for Seniors	157.20
Total 1104533 · Printing					308.30
Total 1104ADM · Administration					4,931.37
<b>1104NUT · Nutrition</b>					
<b>1105551 · Food</b>					
Check	05/15/2015	110355	Gordon Food Service	Inv# 163203926 Nutrition Program Food	1,137.35
Check	05/15/2015	110355	Gordon Food Service	Credit 6156992	-16.15
Check	05/15/2015	110355	Gordon Food Service	Inv# 163066055 Nutrition Program Food	542.85
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1876550 Nutrition Program Food	190.59
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1876961 Nutrition Program Food	26.00
Check	05/15/2015	110356	Get Fresh Produce, Inc	Credit 291374	-2.50
Check	05/15/2015	110356	Get Fresh Produce, Inc	Credit 291805	-2.22
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1865052 Nutrition Program Food	69.12
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1874419 Nutrition Program Food	394.46
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1870092 Nutrition Program Food	108.14
Check	05/15/2015	110356	Get Fresh Produce, Inc	Inv# 1877527 Nutrition Program Food	63.92
Total 1105551 · Food					2,511.56
<b>1105553 · Supplies</b>					
Check	05/12/2015	110386	Mickey's Linen	Inv# 79967 Towels/Aprons/Chef Coat Rental	35.00
Check	05/12/2015	110386	Mickey's Linen	Inv# 80615 Towels/Aprons/Chef Coat Rental	35.00
Check	05/15/2015	110355	Gordon Food Service	Inv# 163203926 Nutrition Program Supplies	60.65
Check	05/15/2015	110355	Gordon Food Service	Inv# 163195526 Nutrition Program Supplies	202.95
Check	05/15/2015	110355	Gordon Food Service	Inv# 163066055 Nutrition Program Supplies	27.59
Check	05/15/2015	110372	Staples	Inv# 3263603836 Labels	40.98
Total 1105553 · Supplies					402.17
Total 1104NUT · Nutrition					2,913.73
<b>1104SOC · Programs &amp; Services</b>					
<b>1104514 · Weekend Programming</b>					
Check	05/12/2015	110201	Rich Lindberg	Inv# 5/11/15 White Sox Presentation	125.00
Check	05/15/2015	110372	Staples	Inv# 3263603836 Easel Pad	76.99
Total 1104514 · Weekend Programming					201.99
<b>1104515 · Programming</b>					
Check	05/12/2015	110381	Marquee Movie Presentations, LLC	"Sinatra" Senior Movie Presentation	175.00
Check	05/12/2015	110382	Medieval Times Dinner & Tournament, I...	Inv# 96668 Senior Trip (31)	1,063.44

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Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Total 1104515 · Programming					1,238.44
<b>1104520 · Volunteer Services</b>					
Check	05/12/2015	110185	Beth Cooper	Home Delivered Meals Mileage Reimbursement	18.98
Check	05/12/2015	110186	Charles Coleman	Home Delivered Meals Mileage Reimbursement	25.88
Check	05/12/2015	110187	Dale Rankin	Home Delivered Meals Mileage Reimbursement	55.78
Check	05/12/2015	110189	A1 Trophies & Awards, Inc	Inv# 17280 Volunteer Plates for Plaque	50.00
Total 1104520 · Volunteer Services					150.64
<b>1104532 · Visual Arts</b>					
Check	05/15/2015	110343	Blick Art Materials	Inv# 4482772 Art Supplies	148.00
Total 1104532 · Visual Arts					148.00
<b>1104560 · Psychiatric Services</b>					
Check	05/12/2015	110192	Alexian Brothers Center for Mental Health	Inv# 13 C-Hope Psychiatry Visits	407.88
Total 1104560 · Psychiatric Services					407.88
Total 1104SOC · Programs & Services					2,146.95
<b>1104TRN · Transportation</b>					
<b>1104512 · Volunteer Express</b>					
Check	05/12/2015	110188	Jan Klee	Volunteer Express Mileage Reimbursement	27.83
Total 1104512 · Volunteer Express					27.83
<b>1104518 · Vehicle Maintenance</b>					
Check	05/12/2015	110389	Oil Masters	Inv# 168599 Oil Change	36.19
Check	05/15/2015	110370	Safety Lane Inspections	Inv# 12964 Safety Inspection	66.96
Total 1104518 · Vehicle Maintenance					103.15
Total 1104TRN · Transportation					130.98
Total 1104 · Senior Center - Expenditures					10,123.03
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024204 · Equipment</b>					
Check	05/15/2015	110346	Comcast (WS)	Acct# 8771 10 085 0097898 Monthly Charges	99.62
Check	05/15/2015	110376	Wells Fargo Financial Leasing 003	Acct# 0090075-003 Copy Machine Rental	150.00
Total 2024204 · Equipment					249.62
<b>2024205 · Travel &amp; Training</b>					
Check	05/12/2015	110182	Saul, Margaret M	Mileage Reimbursement	66.08
Total 2024205 · Travel & Training					66.08
<b>2024507 · Professional Services</b>					

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Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Check	05/15/2015	110375	Verify (XHANGA)	Inv# 964686 Background Checks	117.00
Total 2024507 · Professional Services					117.00
<b>2024509 · Volunteer Appreciation</b>					
Check	05/15/2015	110341	A1 Trophies & Awards, Inc	Inv# 17315 Name Badge (2)	15.90
Check	05/15/2015	110341	A1 Trophies & Awards, Inc	Inv# 17388 Name Badge	7.95
Check	05/15/2015	110342	Bartlett Sports	Inv# 3800 Volunteer Staff Sweatshirt/Polo Shirt	68.00
Check	05/15/2015	110347	Cintas #22	Inv# 22140593 Volunteer Staff Apparel	109.66
Total 2024509 · Volunteer Appreciation					201.51
Total 2024ADM · Administration					634.21
<b>2024HOM · Home Relief</b>					
<b>2024103 · Utilities</b>					
Check	05/08/2015	3417	Advanced Disposal Solid Waste Midwe...	Utilities Assistance Acct 0019783	105.00
Total 2024103 · Utilities					105.00
<b>2024106 · Travel Expenses</b>					
Check	05/08/2015	3416	Country Mutual Insurance Company	Insurance Assistance Acct 3641234	44.53
Total 2024106 · Travel Expenses					44.53
<b>2024119 · Emergency Assistance</b>					
Check	05/15/2015	3418	NICOR	Utilities Assistance Acct 01-56-36-5472 0	960.25
Check	05/15/2015	3419	Tom Gumble	Eviction Notice	1,000.00
Total 2024119 · Emergency Assistance					1,960.25
Total 2024HOM · Home Relief					2,109.78
Total 2024 · Welfare Services - Expenditures					2,743.99
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034701 · Legal</b>					
Check	05/12/2015	110397	Tressler LLP	Inv# 356378 Legal Fees	112.50
Total 3034701 · Legal					112.50
<b>3034711 · Utilities</b>					
Check	05/15/2015	110348	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	166.40
Total 3034711 · Utilities					166.40
<b>3034712 · Miscellaneous</b>					
Check	05/15/2015	110344	Business Card - Bank of America	Gromer Rd Project Lunch Meeting	100.92
Total 3034712 · Miscellaneous					100.92

3:30 PM

05/15/15

Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
Total 3034ADM · Administration					379.82
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	05/12/2015	110383	Menard's	Inv# 68156 Gloves/Cleaner	23.93
Total 3034602 · Operating Supplies & Materials					23.93
<b>3034610 · Street Lighting</b>					
Check	05/12/2015	110198	Com Ed 051	Acct# 5619024051 Monthly Charges	37.07
Check	05/15/2015	110371	Spire Corporation	Inv# 860 E Sodium Bulb/Ballast	275.00
Total 3034610 · Street Lighting					312.07
Total 3034ROD · Road Maintenance					336.00
<b>303EQM · Equipment</b>					
<b>3034604 · Machine Rental</b>					
Check	05/12/2015	110193	A to Z Rentals	Con# 80064 Stump Cutter - Balance Due	24.93
Total 3034604 · Machine Rental					24.93
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	05/12/2015	110395	Preventative Maintenance Systems, Inc	Inv# 12368 Coolant Leak Repairs	634.90
Check	05/12/2015	110395	Preventative Maintenance Systems, Inc	Inv# 12367 GEM Module & Installation / A/C Repairs / Evaporator Core	3,323.98
Total 3034609 · Maintenance Vehicles & Equip					3,958.88
Total 303EQM · Equipment					3,983.81
Total 3034 · Road & Bridge - Expenditures					4,699.63
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054002 · Legal</b>					
Check	05/15/2015	110336	Kopon Airdo, LLC	Inv# 237-0001-16337 Legal Fees	1,330.48
Total 5054002 · Legal					1,330.48
<b>5054006 · Travel</b>					
Check	05/15/2015	110377	Kimberly Lemke	Mileage Reimbursement	17.83
Check	05/15/2015	110378	Julia Thomas	Mileage Reimbursement	22.77
Total 5054006 · Travel					40.60
<b>5054014 · Equip / Database</b>					
Check	05/15/2015	110335	Elgin Key & Lock Co., Inc.	Inv# 90190 MHB Resource Center Keys	27.50
Check	05/15/2015	110335	Elgin Key & Lock Co., Inc.	Inv# 90268 MHB Resource Center Stock Keys/Dispersal	55.00
Total 5054014 · Equip / Database					82.50

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05/15/15

Accrual Basis

**Hanover Township  
Board Audit Report  
May 5 - 19, 2015**

Type	Date	Num	Name	Memo	Amount
Total 5054ADM · Administration					1,453.58
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	05/15/2015	110329	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Water/Sewer	22.36
Total 5054210 · Utilities					22.36
<b>5054213 · Janitorial</b>					
Check	05/15/2015	110330	JaniKing	Inv# 05150516 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
<b>5054217 · Capital Improvements</b>					
Check	05/15/2015	110332	The Alphabet Shop, Inc	Inv# 45305 Resource Center Reception Sign	1,200.00
Total 5054217 · Capital Improvements					1,200.00
<b>5054250 · Building Maintenance</b>					
Check	05/15/2015	110331	Orkin Pest Control (MHB)	Inv# 101927820 Pest Control	53.00
Check	05/15/2015	110334	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	43.73
Total 5054250 · Building Maintenance					96.73
<b>5054286 · Agency Support Services</b>					
Check	05/15/2015	110328	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	70.60
Total 5054286 · Agency Support Services					70.60
Total 5054COM · Community Resource Center					1,803.69
<b>5054SVC · Service Contracts</b>					
<b>5054130 · Northwest Casa</b>					
Check	05/15/2015	110326	Northwest CASA	Counseling Services	2,008.50
Total 5054130 · Northwest Casa					2,008.50
<b>5054132 · Ecker Therapy Services</b>					
Check	05/15/2015	110333	Ecker Center for Mental Health	Outpatient Therpay Services	1,250.00
Total 5054132 · Ecker Therapy Services					1,250.00
<b>5054135 · Ecker Center / PEP</b>					
Check	05/15/2015	110333	Ecker Center for Mental Health	Psychiatric Emergency Program	500.00
Total 5054135 · Ecker Center / PEP					500.00
<b>5054162 · Tide Transportation</b>					
Check	05/15/2015	110327	A#1 Cab Dispatch Inc	5/6/15 Transportation Invoices	1,369.50
Total 5054162 · Tide Transportation					1,369.50

3:30 PM

05/15/15

Accrual Basis

## Hanover Township Board Audit Report May 5 - 19, 2015

Type	Date	Num	Name	Memo	Amount
<b>5054165 - Alexian Bros - Outpatient Psych</b>					
Check	05/15/2015	110325	Alexian Mental Health Center	Outpatient Psychiatric Services	5,060.00
Total 5054165 · Alexian Bros - Outpatient Psych					5,060.00
Total 5054SVC · Service Contracts					10,188.00
Total 5054 · Mental Health - Expenditures					13,445.27
<b>7004 · Vehicle Replcmnt - Expenditures</b>					
<b>7004540 · Bus Purchase</b>					
Check	05/12/2015	110393	Pace	Acct# 30896 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	05/15/2015	110354	Gold Seal Cabinets & Countertops	Inv# 34786 Lobby / Veterans Hall Break Room Countertops / Installation	8,508.00
Total 8084415 · Senior Center Energy & Solar					8,508.00
<b>8084420 · Izaac Walton CDBG Project</b>					
Check	05/15/2015	110357	Hitchcock Design Group	Inv# 17477 IWC OSLAD Grant Application Processing	1,500.00
Check	05/15/2015	110364	Menard's	Inv# 69903 IWC Window A/C Unit	848.00
Check	05/15/2015	110371	Spire Corporation	Inv# 862 E IWC Electrical Routing	500.00
Total 8084420 · Izaac Walton CDBG Project					2,848.00
<b>8084425 · Building &amp; Perm Improvements</b>					
Check	05/15/2015	110337	E. Hoffman Inc	Lenoci Reserve Playground - Final Payment	14,166.00
Total 8084425 · Building & Perm Improvements					14,166.00
Total 8084 · Capital Projects - Expenditures					25,522.00
<b>TOTAL</b>					<b>97,306.44</b>

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 Essick and Caramelli, and Supervisor McGuire. Trustees Krick and Benoit were absent.

Other Elected Official present were Assessor Smogolski and Highway Commissioner Ochoa.

Others present included Administrator James Barr, Senior Services Interim Director Tracey Colagrossi, Welfare Services Director Mary Jo Imperato, Assistant Administrator Suzanne Powers, Attorney Michael Airdo, and Mrs. Dawn Cherry and her husband, Walgreens Store #3729 Manager Tracy Miller, Ms Patti Loomis, Mrs. Shirley Schrade, and the Streamwood Falcons Cheerleaders and coaches.

II. Supervisor McGuire invited everyone to stand and join 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

A. Veterans Honor Roll

1. The Supervisor invited the Board forward to recognize Hanover Park resident PV1 Dawn Cherry on her service to the U.S. Army Reserve. Her name will be added to the Veterans Honor Roll plaque in Veterans Hall and she will be invited to the Honor Roll Dinners. The Board thanked her for her service. In her absence, Mr. McGuire asked the record to reflect that she has been added to the Roll.
2. The Supervisor then asked that the record reflect the addition of Sgt. Ken Vacilek of Streamwood, recognized for his service in the U.S. Air Force, to the Veterans Honor Roll. The Board thanked him for his service in his absence.
3. The Supervisor asked PFC Gregory Delli of Bartlett forward to be recognized for his service in the U.S. National Guard. His name will be added to the Veterans Honor Roll plaque in Veterans Hall and he will be invited to the Honor Roll Dinners. The Board thanked him for his service. In his absence, Mr. McGuire asked the record to reflect that he has been added to the Roll
4. In his absence Cpl. Don Mielke was also added to the Veterans Honor Roll for his service in the U.S. Marine Corps. The Board thanked him for his service.
5. U.S. Marine Corps Lance Corporal Gerald Jenkins of Bartlett, recognized today by the Board for his service, will also be added to the Veterans Honor Roll.

B. Supervisor McGuire invited the Walgreens Store #3729 (Hanover Park) Manager Tracy Miller forward to be recognized for their generous contributions to the



Hanover Township Food Pantry holiday efforts to serve the residents.

- C. Former Senior Citizens Services Committee member Ms Patti Loomis was invited forward to be recognized by the Board and thanked for her many years of service on that Committee. Mr. McGuire noted that she was the first of the many auxiliary members who serve Hanover Township residents, starting in the Clerk's office.
- D. Congratulations were offered, along with certificates of recognition, to the members of the Streamwood Falcons Cheerleaders and their coaches as 2<sup>nd</sup> Grade Cheer Champions.

V. Reports

- A. Supervisor McGuire reported that the Bartlett Memorial Day parade would commence from Oak Street at 11 a.m. on May 25; the flag retiring ceremony would be at 10 a.m. He announced that he has appointed Mr. Ronald J. Weglarz from Streamwood Behavioral Health as the newest member, who rounds out the taskforce membership, to the Mental Health Housing Taskforce. The Supervisor asked for the Board's concurrence to allow the Hanover Township Foundation to host a black tie fundraiser at the Township Veterans Hall; the Board concurred with his idea of using the facilities for a black tie event scheduled for October 18. Congratulations to Commissioner Ochoa for winning his age group in the Sprint to Spring 5k race; Trustee Caramelli also ran the race; and thanks to the many staff and volunteers and Emergency Services department who participated, it was another successful event! He noted that Director Imperato's son and Interim Director Colagrossi's daughter also ran the race.
- B. Clerk Dolan Baumer updated the Board on the recent Annual Town Meeting, thanking Mrs. Schrade who served as Moderator, Mr. Caramelli who served as Sergeant-at-Arms, and our own Emergency Services posted the colors. She also reminded the Board that the Township Officials of Cook County Clerks Division would be meeting on Thursday and invited them to be her guests.
- C. Highway Commissioner Ochoa offered no report.
- D. Assessor Smogolski offered no report.
- E. Treasurer: A motion was made by Trustee Caramelli and seconded by Trustee Essick to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.
- F. Trustee Committee Liaison Reports: No reports.

VI. Bill Paying: Administrator Barr offered the bills in two sets, one completing the 2014-15 year and the other for 2015-16, as follows:

April 7, 2015 through April 30, 2015:

a.	Town	\$54,667.13
b.	Senior Center	20,827.57
c.	Welfare Services	109.22
d.	Road and Bridge	15,977.64
e.	Mental Health Board	9,358.90
f.	Retirement	0.00

g.	Vehicle	186.00
h.	Capital	<u>22,166.11</u>
	Total All Funds	<u>\$123,292.57</u>

A motion was made by Trustee Essick to approve the bills as presented for April 7, 2015 through April 30, 2015; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

April 30, 2015 through May 4, 2015, as follows:

a.	Town	\$90,018.91
b.	Senior Center	51,211.37
c.	Welfare Services	25,322.92
d.	Road and Bridge	9,300.19
e.	Mental Health Board	121,303.84
f.	Retirement	0.00
g.	Vehicle	0.00
h.	Capital	<u>5,700.00</u>
	Total All Funds	<u>\$302,857.23</u>

A motion was made by Trustee Caramelli to approve the bills as presented for April 30, 2015 through May 4, 2015; Trustee Essick seconded the motion. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

- A. Special Meeting Minutes of April 6, 2015: Clerk Dolan Baumer presented the special meeting minutes from April 6, 2015 for review and approval. A motion was made by Trustee Essick to approve the meeting minutes of April 6, 2015, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of April 6, 2015: A motion was made by Trustee Essick to approve the Executive Session Minutes of April 6, 2015, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- C. Appointment to the Hanover Township Mental Health Board: A motion was made by Supervisor McGuire to re-appoint Ms Julia Thomas as Mental Health Board member, with a second by Trustee Essick. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- D. Appointment of Hanover Township Director of Senior Services: Administrator Barr reminded the Board that Ms Colagrossi has served in the position of Interim Director for the past three months, and prior, on occasion, in the Director's absence served in her stead. She is a well-qualified, knowledgeable candidate and he is happy to submit her name for the position of Director. Supervisor McGuire made a motion to appoint Ms Tracey Colagrossi as Director of Senior Services; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried. Supervisor McGuire invited Ms Colagrossi forward to take the oath of office.

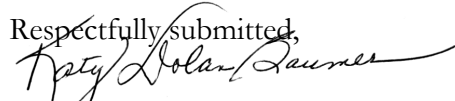
- E. Resolution declaring a 2001 Ford Eldorado Bus as Surplus: A Hanover Township vehicle, Bus 108, a 2001 Ford El Dorado, has over 175,870 miles over the course of 14 years. Bus 108 has become inoperable after attempts to repair it and has no trade-in value. This resolution will permit Bus 108 to be declared as surplus. Trustee Essick made a motion to approve resolution #050415 declaring a 2001 Ford Eldorado Bus as surplus; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- F. Authorization to Purchase Senior Services Bus from the State Bid List: Trustee Caramelli made a motion to authorize the purchase of a Senior Services bus from the State Bid List; the motion was seconded by Trustee Essick. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- G. Consideration of the proposed Village of Bartlett Downtown Tax Increment Financing District: Mr. Barr updated the Board on the Joint Review Committee (JRC) considering a TIF district in Bartlett. Eight bodies would be voting and they adjourned their last meeting in order to get formalized direction from their boards. As background, Mr. Barr noted that the TIF would last 23 years, and that Bartlett had an outside firm present a strong case with the reasons why this property would be good for a TIF. Mr. Barr believes that much of it is subjective. The JRC can either pass a resolution supporting or opposing it, stating why they feel the criteria is not met. If the JRC supports or is neutral toward the TIF, the Village Board only needs a simple majority to pass it; if the JRC opposes it, the Village Board needs a super majority in order to pass the TIF. Mr. Barr feels that others on the JRC are considering opposing it. Answering Trustee Caramelli's inquiry regarding the potential plusses and minuses of approving the TIF, Mr. Barr said that we would not be able to collect any taxes on potential growth in that area for 23 years. Once they are lost, those dollars can never again be collected. Assessor Smogolski noted that EAVs are declining. Supervisor McGuire noted that approving this action is not in our (the Township's) best interest. The decision lies with the Village; and it does not meet with our fiduciary responsibilities and does not make sense for one local government to pick the pocket of another. The Board concurred and the Supervisor moved to direct the Administrator to oppose the TIF; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- X. Executive Session: Motion to go into Executive Session was made by Trustee Caramelli for the purpose of discussion of §2c1 (The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body...), §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. The motion was seconded by Trustee Essick and roll call followed. Roll call: Ayes: Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried. The Board went into Executive Session at 7:52 p.m.

The Board returned from the Executive Session at 8:18 p.m., and Supervisor McGuire called the special meeting to order, and a roll call followed. Present were Trustees Essick and Caramelli, and Supervisor McGuire.

X. Other Business: Administrator Barr reminded the Board that May 13 is Student Government Day.

XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:19 p.m. was made by Trustee Essick and it was seconded by Trustee Caramelli. Roll call: Ayes: Trustees Essick and Caramelli, 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 Y&F Services Village of Streamwood  
Bartlett Library Highway Commissioner Streamwood Park District

**AN INTERGOVERNMENTAL AGREEMENT BETWEEN  
DuPAGE PUBLIC SAFETY COMMUNICATIONS AND THE HANOVER TOWNSHIP  
FOR THE ALERTING OF THE EMERGENCY SERVICES**

This AGREEMENT entered into this \_\_\_day of May, 2015 by and between DuPage Public Safety Communications (herein after referred to as "DU-COMM") and the Hanover Township Emergency Services Unit (herein after referred to as "HANOVER"), concerning the alerting of the Emergency Services Unit personnel.

**WITNESSETH**

WHEREAS, DU-COMM operates a twenty-four (24) hour public safety communications center that provides police, fire and EMS communications for forty-one (41) member agencies; and

WHEREAS, HANOVER operates an Emergency Services Unit to provide all the residents of Hanover Township with trained volunteer service in times of emergencies or disasters, whether natural or man-made; and

WHEREAS, pursuant to Article VII, section 10 of the 1970 Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), units of local government may contract to share services or perform any activity authorized by law,

NOW, THEREFORE, in consideration of the mutual covenants and agreement herein set forth and other good and valuable consideration, the parties hereto agree as follows:

1. The provisions of the preamble are incorporated herein and made a part thereof.
2. DU-COMM will answer incoming requests for Hanover Emergency Services Unit and alert members of the unit via a two tone sequential page over a DU-COMM VHF licensed frequency.
3. Any direct or unique costs for DU-COMM to provide this service to HANOVER shall be the responsibility of HANOVER; this includes, but is not limited to, VHF pagers, radio transmitter, antenna, and phone lines, if required.
4. DU-COMM shall only providing "alerting" service for HANOVER personnel. No additional radio traffic, tracking, logging or otherwise dispatching of the personnel shall be provided.
5. HANOVER agrees to pay DU-COMM a sum of Four Thousand Two Hundred Fifty dollars (\$4,250) annually for alerting services from May 1, 2015 to April 30, 2016. Hanover agrees to pay DU-COMM a sum of Four Thousand Three Hundred Seventy Eight (\$4,378 – three percent (3%) increase for alerting services from May 1, 2016 to April 30, 2017. The payment is due by May 31<sup>st</sup> of each year. All future agreements shall include a three percent (3%) annual increase in the fees paid by HANOVER.

6. This agreement will be in effect for two years. At the conclusion of the Agreement term, the parties may renegotiate this Agreement. The Agreement shall continue in full force and effect during the period the parties are renegotiating the Agreement.

7. Either party may terminate this Agreement upon sixty (60) days' written notice to the other party.

8. The parties of this Agreement will each maintain all required insurance and each shall be solely responsible only for the action of their own employees. DU-COMM shall not be responsible for the response of HANOVER to the paging of their personnel. Nothing herein shall be construed as an express or implied waiver of any common law and/or statutory immunity or privilege of either DU-COMM or HANOVER, or any of their respective officials, officers, employees, volunteers or agents as to any liability whatsoever.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year above written.

DuPAGE PUBLIC SAFETY COMMUNICATIONS

BY: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

HANOVER TOWNSHIP

BY: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_



## Memorandum

Date: May 15, 2015

To: James Barr, Township Administrator

From: Steve Spejcher, Director of Facilities and Maintenance

Re: 2016 Ford F250 Purchase

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As a result of the addition of the Izaak Walton Reserve, the Naomi Walters-Lenoci Reserve and the Astor Avenue Community Center adjacent parking lot, I would like to request the purchase of a Ford F250 truck with a snow plow and salt spreader. This will replace an older vehicle that will be traded in. Currently, the Facilities and Maintenance Department has one pickup truck to be used during the winter months for snow removal. During normal snow fall, the department borrows a truck from the Highway Department to cover all the parking lots. However, the Highway Department vehicle is not always available for the Facilities and Maintenance Department to use. Currently the Maintenance Department oversees snow removal and maintenance of all Township parking lots and sidewalks including Astor Avenue, Emergency Services Station 1, Bill Tiknis Campus, Naomi Walters Reserve, The Izaak Walton Reserve, Runzel Reserve, and the Mental Health Resource Center.

The 2016 pickup truck can be purchased through the Illinois state purchase program. The purchase would include a snow plow and salt spreader attachments. The total cost of the vehicle, with attachments, would be an estimated \$30,110. The breakdown of costs is as follows:

2016 Ford F250 Regular Cab 4x4	\$22,260
Western 7.5 Pro Plow Ultra Mount	\$5,175
Western Model 2500 8.5 cu ft Salt Spreader	\$2,675

We will be trading in vehicle 124, the 2004 Dodge Durango with 120,654 miles. Currently vehicle 124 has problems with the transmission and operating in reverse.

Thank you for your time and consideration in this matter.