



240 S. Illinois Route 59, Bartlett, Illinois 60103

Rescheduled Meeting of the Township Board

March 27, 2018

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. SP4 Thomas R. Wertz
 - 2. 1SG Kevin A. Driscoll II
 - B. Cook County Commissioner Tim Schneider
- V. Hearing Regarding the Hanover Township Budget and Appropriation Ordinance
 - A. Explanation of the Hanover Township Budget and Appropriation Ordinance
 - B. Comments and Questions from the Board regarding the Ordinance
 - C. Comments and Questions from the Public regarding the Ordinance
 - D. Approve – Hanover Township Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2018 and Ending March 31, 2019
 - E. Adjournment to Regular Board Meeting
- VI. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Department Reports
- VII. Bill Paying
- VIII. Unfinished Business
 - A. Consideration of Board Workshop Meeting Dates
- IX. New Business
 - A. Regular Meeting Minutes of March 6, 2018
 - B. Resolution Authorizing the Execution of an Intergovernmental Agreement Relating to the Rolling Knolls Pavement Project

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.

- C. Resolution Approving a Contract for Services for the C-HOPE Program (Senior Mental Health Services)
 - D. Resolution Approving a Contract for Services for the Provision of Clinical Interventionist (Substance Abuse Prevention)
 - E. Resolution Approving a Contract for Services for the Provision of Alternative to Suspension Program
 - F. Resolution Approving a Contract for Services for the Provision of a Bilingual Therapist
 - G. Resolution Approving a Contract for Services for the Provision of Psychiatric Back-Up Services
 - H. Approval of the 2018 Annual Town Meeting Agenda
 - I. Approval of Mack & Associates as Auditor for the 2018 Fiscal Year
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- X. Executive Session
 - XI. Other Business
 - XII. 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.



HANOVER TOWNSHIP

52

VETERANS HONOR ROLL

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

NAME: THOMAS WERTZ

ADDRESS: 1865 EVERGREEN AV.

CITY/ZIP CODE: HANOVER PARK, IN 46133

PHONE #: (630) 650-0778

EMAIL ADDRESS: TWERTZ1812@ATT.NET

DATE OF BIRTH: 27 MARCH 1947

BRANCH OF SERVICE: U.S. ARMY RANK AT DISCHARGE: SPEC4 (E4)

YEARS OF SERVICE: FROM OCTOBER 1967 TO SEPT 1969

MEDALS AWARDED OR OTHER CITATIONS:

PRESIDENTIAL UNIT CITATION

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 P. McGuire

Supervisor



HANOVER TOWNSHIP

57

VETERANS HONOR ROLL

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

NAME: KEVIN A. DRISCOLL II

ADDRESS: 126 CEDARFIELD DR.

CITY/ZIP CODE: BARTLETT IL 60103

PHONE #: 630-300-8810

EMAIL ADDRESS: Kevin.Driscoll2@gmail.com

DATE OF BIRTH: 09-03-1980

BRANCH OF SERVICE: Army RANK AT DISCHARGE: 1SG (STILL IN)

YEARS OF SERVICE: FROM 07/22/98 TO PRESENT

MEDALS AWARDED OR OTHER CITATIONS:

Bronze Star, AAM, ARCOM

Expert Infantry Badge, Combat Infantry Badge, Parachutist Badge, Air Assault Badge, Gunner's Award, Expert Marksman Badge, German Award

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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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



Memorandum

Date: March 23, 2018

To: Hanover Township Board

From: James C. Barr, Township Administrator

Re: Finance Committee FY19 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommended budget ordinance for Fiscal Year 2019. Utilizing FY19 goals, each department submitted to the Administrator a budget following instructions provided by the Finance Committee and Administrator stipulating a target based budgeting process of 0% for non-personnel expenditures and a 3.0% salary pool for FY19. Departments were notified that additional special requests would be minimal this year due to anticipated budget constraints. Please note that the Veterans Specialist position has been recommended to change from part time to full time due to service demand in this budget and a part time out trip Bus Driver was added offset by dedicated programming fees. A full time Road Maintenance Associate was eliminated through attrition in this budget partially offset with additional seasonal part time staff and cross training with the Facilities Division staff. Lastly, a Youth and Family Services Receptionist position was reduced from full time to part time. Below are highlights of the budget recommended to the Township Board for adoption. It is anticipated that the budget will be acted upon at the March 27, 2018 Board meeting. Please feel free to contact Finance Committee Chair, Trustee Moinuddin, or I should you have any questions, comments, or inquires regarding the proposed Fiscal Year 2019 budget. Total combined expenditures are recommended to increase by less than .01%.

Budget Highlights

Department of Senior Services – The Road Maintenance Fund is continuing to fund senior transportation, following the precedent of the prior Highway Commissioners, in the combined amount of \$180,000 as authorized by state statute. \$25,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$155,000 is allocated to operational costs of the senior transportation program (salaries, fuel, vehicle repair, etc.). The federal grant from Age Options supporting the senior congregate meal program increased 17.4% reflecting increased numbers of

meal participants over the last year. Entering the third full fiscal year of the home delivered meals program has HDM grants increasing 57.4% to \$75,334 due to an overall increase in the number of meals delivered and the addition of weekend meals sent to recipient homes on Fridays. On the expenditure side, salaries and costs related to Programming and Social Services have been removed from Senior Services Administration to budgets for their respective service areas to more accurately reflect costs of direct service. The department budget provides for a one-time transfer from the Senior Services Fund to the Vehicle Replacement Fund to provide for the replacement of a second Senior Services bus in FY19 effectively using Senior Services Fund reserves for this one-time capital cost. The Senior Services Fund has also retaken the utility expenses for the Senior Center as directed by the Finance Committee. This budget also includes revenue and expense related to the addition of a part time out-trip Bus Driver, which is offset by out-trip programming fees. Other costs increases are related to increased participation in nutrition programs; however, these were largely offset by increased Age Options grants. Employee health insurance has also increased in most departments. Overall, Senior Services Fund expenditures are budgeted to increase 11.2%.

Department of Youth and Family Services – Youth and Family Services is anticipating stable revenue from the prior year. The Administration and Clinical Salary Line Item includes the reclassification of the Office Manager position to an Administrative Assistant and the reclassification of the former Administrative Assistant position to Receptionist with this position also being reduced from a full time 40 hour a week position to a part time 25 hour a week position with corresponding benefit expense reductions. The tutoring line item is increased \$2,000 to allow for one of the tutors to take on additional responsibilities as Lead Tutor. This person will take on some of the duties of the former Office Manager related to the tutoring program while providing for a lead staff member on-site at the tutoring location in Streamwood High School. Outreach and Prevention cell phone costs have increased to allow for each staff member in the field (schools, community meetings, etc.) to have access to a Township provided smart phone for timely communication. All other budget increase and decreases are relatively small. Overall department expenditures are expected to decrease 3.58%.

Department of Welfare Services – Welfare Services is expecting a slight revenue decrease in the new fiscal year with a small reduction in property tax revenue from a reduction in the General Assistance levy and an increase in other income related to continued refunds from Social Security Disability Insurance from General Assistance clients being approved retroactively for SSDI. On the expense side, administration salaries are decreasing due to the Case Manager position being reclassified from a 40 hour per week position to a 32 per week position. Health insurance decreases reflect staff changing their plan options. A significant development is the discontinuation of the Employment Support Services program. With historically low unemployment and moderate to low utilization, the one-year trial of this contracted service has not been renewed. Additionally, the costs related to food pantry operations have been moved

from the Town Fund to the Welfare Services Fund. Lastly, Emergency Assistance is budgeted to increase 18% due to increase utilization this past year and plans to increase the amount a single person could qualify for in this one-time per 18 months form of public assistance. Overall, the Welfare Services Fund expenditures will increase 13.8% largely attributed to pantry operations moving to this fund.

Department of Facilities & Road Maintenance – The Facilities Division budget is being increased moderately to reflect planned increases in salaries and most notably seasonal project assistance to aid in summer grounds and reserves upkeep. The housekeeping contract is increasing to provide better quality cleaning services to the Senior Center. Trash removal costs are also increasing significantly, however staff will evaluate other disposal vendors in the next year to address these costs. Overall, Facilities Division expenses are budgeted to increase 5.0%. The Road Maintenance Division is anticipating a 5.0% decrease in revenue related to the reduction of the Road Levy by 3% and a slight overestimation in property tax revenue the prior year. On the expense side, accounting expenditures are eliminated due to the Road District being consolidated into the Township. Community Affairs and Miscellaneous line items are also being reduced with the transfer to Senior Transportation increasing to a level more in line with the last several years of Road District support for senior transportation. The building section of the budget is being significantly reduced by 48.6% to reflect the reduction in scope of changes to the Road Maintenance garage to an addition from prior concepts of a new building. Bridge repair is increasing with the Cook County Engineer notifying the Township a bridge inspection is due in the next year. The Township maintains one bridge. A variety of other reductions are included such as a 38.5% decrease in contract work which will allow for the Township’s portion of the Rolling Knolls resurfacing project along with significant crack filling throughout the street system while reducing overall Road Maintenance expenditures to a sustainable level. Overall, Road Maintenance expenses are budgeted to decrease 25%.

Mental Health Board – The Mental Health Board is decreasing the printing and postage line items significantly due to the bi-annual Community Resource Guide being printed last fiscal year and not scheduled again for two years. The consultant line item is scheduled to increase to \$19,500 with the Mental Health Board’s tri-annual community needs assessment occurring in the next year. The Community Resource Center costs are decreasing moderately due to scheduled capital improvements and prior year building maintenance costs coming down. Total service contracts are budgeted to increase 4.1%. The Mental Health Fund continues to maintain a significant fund reserve that can be sustainably utilized for non-reoccurring expenses. Total Mental Health Fund expenditures are budgeted to increase 3.3%.

Office of the Assessor – The Assessor’s Office budget is increasing due to the planned salary increment pool; employee health insurance costs increases, and a correction to the FICA expense. Overall, Assessor Office expenditures are budgeted to increase 3.7%.

Office of Community Health – The Office of Community Health is anticipating increased revenue and a modest increase in expenditures related to the planned salary increment and employee health insurance. Other changes are relatively modest. Overall department revenue is targeted to increase 15.4% and expenditures are budgeted to increase 3.1%.

Department of Emergency Services – The Emergency Services Department budget is projected to increase by 2.7%. This increase is due to the salary increment pool and employee health insurance increases. Other changes in equipment, vehicle fuel, and communications are offset by decreases in expenses related to the Emergency Operations Center.

Office of Community and Veterans Affairs – The Office of Community and Veterans Affairs is budgeted to increase expenditures 9.0%. The increase is primarily due to changing the Veteran Specialist position from a part time 24 hour a week position to a full time 40 hour per week position substantiated by continued high demand for these services. The Community Relations portion of the budget is set to decrease slightly primarily due to a staff member opting out of the Township health insurance. The salaries line item is increasing more than the planned salary increment pool to account for a promotion of a staff member during the past fiscal year.

Administrative Services – The overall Town Fund/Administrative Services budget will increase by approximately 8.4%. This increase is due primarily to large expenditures in the capital portion of the budget including a \$20,000 increase to information technology equipment, software, and support, a \$20,000 increase to the Vehicle Fund transfer, and a \$125,000 increase in the transfer to the Capital Fund. Officials' compensation declined with the elimination of the Highway Commissioner position, Town Hall expenses decreased with Senior Center utilities being reassumed by the Senior Services Fund, and liability insurance cost remained level. Passport revenue continues to increase due to sustained demand and federal adoption of increased fees for local passport acceptance agencies.

Vehicle Fund – The Town Fund is increasing its transfer to the Vehicle Fund to ensure long-term sustainability. In the new fiscal year, the Youth and Family Service Open Gym van and two mid-sized Senior Services buses are scheduled for replacement. Most years one Senior Services bus is replaced, however with two of the buses having significant miles, years in service, and maintenance issues the Senior Services Fund is making a one-time transfer, effectively from the fund reserve, to allow two buses to be replaced.

Capital Fund – The Finance Committee is recommending several capital projects for Fiscal Year 2019 including the resurfacing and expansion of the Izaak Walton Center parking lot and the addition of a paved walking path at Lenoci Reserve. Additional projects include improvements to Senior Center such as carpet replacement, Downey Hall renovations, new entrance doors at the Town Hall, and safety and security improvements at several buildings.

Hanover Township
Budget and Appropriation Ordinance
Ordinance #

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
 THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
 FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2018** AND ENDING **MARCH 31, 2019**.
 BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: THAT THE FOLLOWING BUDGET, CONTAINING AN ESTIMATE OF REVENUES AND
 EXPENDITURES, IS HEREBY ADOPTED FOR THE FOLLOWING FUNDS: TOWN FUND, SENIOR
 CENTER FUND, GENERAL ASSISTANCE FUND, COMMUNITY MENTAL HEALTH FUND, ROAD MAINTENANCE FUND
 RETIREMENT FUND AND VEHICLE REPLACEMENT FUND FOR THE FISCAL YEAR MENTIONED
 ABOVE, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

1. GENERAL TOWN FUND

| | | |
|----------------------------------------------|---------------------------------|------------------|
| Beginning Balance April 1, 2018 | | 2,248,297 |
| Estimated Revenues | | |
| 3000 | Property Tax | 3,688,080 |
| 3100 | Replacement Tax | 30,000 |
| 3250 | Interest Income | 10,000 |
| 3300 | Other Income | 6,000 |
| 3350 | Rent | 10,000 |
| 3420 | MHB/Office Charges | 4,500 |
| 3430 | YFS - Therapy Fees | 25,000 |
| 3440 | YFS - Tutoring Fees | 7,000 |
| 3445 | YFS - MHB Contracts | 84,000 |
| 3450 | Community Health Fees | 15,000 |
| 3451 | Community Affairs Revenue | 4,200 |
| 3952 | Passport Fees | 150,000 |
| Total Estimated Revenues | | 4,033,780 |
| Total Estimated Funds Available | | 6,282,077 |
| Budgeted Expenditures | | |
| | Administration | 1,570,102 |
| | Community & Veterans Affairs | 284,101 |
| | Emergency Services | 138,115 |
| | Assessor's Office | 188,682 |
| | Facilities & Maintenance | 539,900 |
| | Community Health | 248,750 |
| | Youth and Family Services | 1,045,403 |
| Total Expenditures/Appropriations | | 4,015,053 |
| Estimated Cash on Hand March 31, 2019 | | 2,267,024 |
| Expenditures/Appropriations | | |
| 4301 | Compensation of Officials | 78,802 |
| Town Hall Administration Expense | | |
| 4401 | Postage | 3,500 |
| 4404 | Office Supplies | 6,000 |
| 4406 | Printing | 6,000 |
| 4408 | Salaries | 357,000 |
| 4412 | Travel | 5,000 |
| 4414 | Memberships, Subs, Pubs | 12,000 |
| 4420 | Pre-Employment Charges | 1,000 |
| 4424 | Education & Training | 18,000 |
| 4429 | Miscellaneous | 10,000 |
| 4520 | Consulting Fees | 10,000 |
| 4530 | Financial Administration | 65,000 |
| 4531 | Community Affairs | 5,000 |
| 4532 | Committee on Youth | 3,000 |
| 4534 | Passport Services | 12,000 |
| 4535 | Legal Notices | 1,000 |
| 4560 | Contingency | 50,000 |
| 4591 | Health Insurance | 44,000 |
| 4592 | Dental, Vision & Life Insurance | 2,800 |
| 4593 | Unemployment | 2,500 |
| 4594 | IMRF Expense | 16,000 |
| 4595 | FICA Expense | 11,000 |
| 4596 | Ancillary Benefits | 12,000 |
| Total Town Hall Administration Expense | | 652,800 |

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|----------------------------------------|----------------------------------------|---------|-----------|
| Town Hall Expense | | | |
| 4402 | Telephone - Town | 28,000 | |
| 4403 | Utilities - Town | 19,000 | |
| 4404 | Internet Access - Town | 4,300 | |
| 4405 | Equipment Rental - Town | 2,600 | |
| Total Town Hall Expense | | | 53,900 |
| Legal/ Auditing | | | |
| 4501 | Auditing | 15,000 | |
| 4502 | Legal Services | 140,000 | |
| Total Legal/ Auditing | | | 155,000 |
| Insurance & Employee Benefits | | | |
| 4411 | Employee Assistance Program | 1,600 | |
| 4503 | General Insurance | 150,000 | |
| 4507 | Flex Plan & 457 Plan | 4,000 | |
| 4514 | Employee Recognition | 5,000 | |
| 4513 | Employee Wellness | 8,000 | |
| Total Ins & Employee Benefits | | | 168,600 |
| Capital Expenditures & Transfers | | | |
| 4410 | Equipment Purchase | 20,000 | |
| 4430 | Computer Equipment, Software & Support | 95,000 | |
| 4540 | Facility Lease | 21,000 | |
| 4541 | Transfer to Vehicle Fund | 50,000 | |
| 4547 | Transfer to Capital Fund | 275,000 | |
| Total Capital Expenditures & Transfers | | | 461,000 |
| Total Administration | | | 1,570,102 |
| Community & Veterans Affairs | | | |
| Community Relations | | | |
| 4608 | Salaries | 114,330 | |
| 4611 | Education & Training | 2,200 | |
| 4614 | Printing | 700 | |
| 4615 | Postage | 550 | |
| 4617 | Equipment & Furniture | 2,300 | |
| 4619 | Office Supplies | 900 | |
| 4620 | Satellite Office Programs | 2,000 | |
| 4621 | Satellite Office Utilities | 8,500 | |
| 4623 | Satellite Office Phone & Internet | 4,300 | |
| 4624 | Travel | 1,100 | |
| 4625 | Communications | 48,600 | |
| 4626 | Community Service Awards | 2,200 | |
| 4627 | Community Affairs | 5,000 | |
| 4628 | Historical Maker Program | 2,400 | |
| 4629 | Dues & Subscriptions | 700 | |
| 4631 | Community Festivals | 11,000 | |
| 4691 | Health Insurance | 12,000 | |
| 4692 | Dental, Vision & Life Insurance | 1,200 | |
| 4693 | Unemployment | 600 | |
| 4694 | IMRF Expense | 5,150 | |
| 4695 | FICA Expense | 4,400 | |
| Total Community Relations | | | 230,130 |
| Veterans Affairs | | | |
| 4700 | Salary | 34,500 | |
| 4701 | Veterans Honor Roll | 4,000 | |
| 4703 | Travel | 450 | |
| 4704 | Supplies | 600 | |
| 4705 | Training | 1,200 | |
| 4706 | Printing | 400 | |
| 4707 | Postage | 430 | |
| 4791 | Health Insurance | 8,500 | |
| 4792 | Dental, Vision, & Life Insurance | 591 | |
| 4793 | Unemployment | 300 | |
| 4794 | IMRF Expense | 1,600 | |
| 4795 | FICA Expense | 1,400 | |
| Total Veterans Affairs | | | 53,971 |
| Total Community & Veterans Affairs | | | 284,101 |

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|--------------------------------|---------------------------------|---------|
| Emergency Services | | |
| 4801 | Salaries | 42,900 |
| 4802 | Equipment | 23,000 |
| 4803 | Uniforms | 8,500 |
| 4804 | Printing | 1,000 |
| 4805 | Postage | 200 |
| 4806 | Office Supplies | 1,000 |
| 4807 | Miscellaneous | 1,000 |
| 4808 | Education & Training | 10,500 |
| 4809 | Pre-Volunteer Screening | 500 |
| 4810 | Travel | 2,500 |
| 4812 | Volunteer Appreciation | 3,500 |
| 4813 | Vehicle Fuel & Maintenance | 9,000 |
| 4814 | Communications | 11,000 |
| 4815 | Emergency Ops Center | 100 |
| 4891 | Health Insurance | 19,000 |
| 4892 | Dental, Vision & Life Insurance | 600 |
| 4893 | Unemployment | 290 |
| 4894 | IMRF Expense | 1,900 |
| 4895 | FICA Expense | 1,625 |
| Total Emergency Services | | <hr/> |
| | | 138,115 |
| Assessor's Office | | |
| 4405 | Office Supplies | 4,410 |
| 4407 | Printing | 1,225 |
| 4409 | Salaries | 126,391 |
| 4411 | Equipment | 3,430 |
| 4413 | Travel | 2,034 |
| 4415 | Dues, Subs & Publications | 2,695 |
| 4419 | Training | 2,230 |
| 4426 | Miscellaneous | 1,176 |
| 4433 | Professional Services | 980 |
| 4491 | Health Insurance | 30,000 |
| 4492 | Dental, Vision & Life Insurance | 1,765 |
| 4493 | Unemployment | 862 |
| 4494 | IMRF Expense | 5,650 |
| 4495 | FICA Expense | 4,834 |
| 4525 | Communications | 1,000 |
| Total Assessor's Office | | <hr/> |
| | | 188,682 |
| Facilities & Maintenance | | |
| 4200 | Salaries | 286,000 |
| 4202 | Office Supplies | 400 |
| 4205 | Janitorial Supplies | 10,000 |
| 4208 | Housekeeping Contract | 50,000 |
| 4209 | Building Contracts | 13,000 |
| 4210 | Building Maintenance - Town | 6,000 |
| 4211 | Building Maintenance - Senior | 8,000 |
| 4212 | Building Maintenance - Astor | 2,000 |
| 4213 | Equipment Maintenance - Town | 5,000 |
| 4214 | Equipment Maintenance - Senior | 14,000 |
| 4215 | Equipment Maintenance - Astor | 1,200 |
| 4216 | Equipment Rental | 1,500 |
| 4217 | Education & Training | 1,000 |
| 4218 | Vehicle Maintenance - Town | 5,500 |
| 4219 | Vehicle Fuel - Town | 6,000 |
| 4220 | Seasonal Projects Assistance | 20,000 |
| 4221 | Cell Phone / Communications | 1,500 |
| 4222 | Trash Removal - Town | 3,000 |
| 4223 | Trash Removal - Senior | 3,000 |
| 4224 | Trash Removal - Astor | 3,000 |
| 4225 | Grounds/Reserve Maintenance | 10,000 |
| 4226 | Uniforms | 1,500 |
| 4227 | Miscellaneous | 1,000 |
| 4228 | Building Maintenance - Izaak | 3,000 |
| 4229 | Equipment Maintenance - Izaak | 2,500 |
| 4230 | Trash Removal - Izaak | 1,800 |
| 4291 | Health Insurance | 51,000 |
| 4292 | Dental, Vision & Life Insurance | 2,950 |
| 4293 | Unemployment | 1,450 |
| 4294 | IMRF Expense | 13,500 |
| 4295 | FICA Expense | 11,100 |
| Total Facilities & Maintenance | | <hr/> |
| | | 539,900 |

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|-----------------------------------------|------------------------------------|------------------|
| Community Health | | |
| 4450 | Salaries | 183,000 |
| 4451 | Postage | 450 |
| 4452 | Office Supplies | 1,500 |
| 4453 | Printing | 2,000 |
| 4454 | Travel | 1,200 |
| 4455 | Dues, Subs & Publications | 275 |
| 4456 | Community Affairs | 3,000 |
| 4457 | Equipment | 3,325 |
| 4459 | Professional Services | 1,000 |
| 4461 | Miscellaneous | 1,000 |
| 4462 | License/Professional Insurance | 450 |
| 4465 | Medical Supplies | 8,000 |
| 4466 | Communications | 1,400 |
| 4467 | Crisis Care | 2,000 |
| 4491 | Health Insurance | 22,000 |
| 4492 | Dental, Vision & Life Insurance | 1,800 |
| 4493 | Unemployment | 1,150 |
| 4494 | IMRF Expense | 8,200 |
| 4495 | FICA Expense | 7,000 |
| Total Community Health | | <u>248,750</u> |
| Youth and Family Services | | |
| Administration & Clinical | | |
| 4608 | Salaries | 463,800 |
| 4611 | Education & Training | 6,000 |
| 4612 | Consulting Fees | 3,600 |
| 4613 | Answering Service | 1,200 |
| 4614 | Printing | 2,000 |
| 4615 | Postage | 400 |
| 4616 | Books and Journals | 400 |
| 4617 | Equipment Maintenance | 2,500 |
| 4618 | Psychiatric backup | 9,000 |
| 4619 | Office Supplies | 3,000 |
| 4620 | Community Affairs | 2,100 |
| 4621 | Recruitment & Pre-Employment | 1,500 |
| 4622 | Miscellaneous | 500 |
| 4623 | Travel | 3,500 |
| 4624 | Client Mgmt Software | 3,600 |
| 4626 | Equipment and Furniture | 3,500 |
| 4628 | Tutoring | 26,000 |
| 4629 | Dues & Subscriptions | 500 |
| 4691 | Health Insurance | 56,000 |
| 4692 | Dental, Vision & Life Insurance | 4,119 |
| 4693 | Unemployment | 3,427 |
| 4694 | IMRF Expense | 20,302 |
| 4695 | FICA Expense | 14,990 |
| Total Administration & Clinical | | <u>631,938</u> |
| Outreach & Prevention | | |
| 4627 | Open Gym Program | 6,200 |
| 4628 | Open Gym Salaries | 121,500 |
| 4640 | Salaries | 191,000 |
| 4643 | Education & Training | 2,000 |
| 4644 | Travel | 3,000 |
| 4645 | Printing | 1,100 |
| 4646 | Postage | 200 |
| 4647 | Office Supplies | 1,000 |
| 4648 | Community Affairs | 1,000 |
| 4649 | Professional Services | 1,200 |
| 4650 | Program Supplies | 2,000 |
| 4651 | Cell Phones | 3,012 |
| 4652 | Substance Abuse Prevention Program | 2,700 |
| 4655 | Transportation | 500 |
| 4791 | Health Insurance | 46,500 |
| 4792 | Dental, Vision & Life Insurance | 2,942 |
| 4793 | Unemployment | 3,073 |
| 4794 | IMRF Expense | 13,587 |
| 4795 | FICA Expense | 10,951 |
| Total Outreach & Prevention | | <u>413,465</u> |
| Total Youth & Family Services | | <u>1,045,403</u> |
| Total Town Fund Expenses/Appropriations | | 4,015,053 |

2. SENIOR CENTER/SENIORCITIZEN SERVICES FUND

| | | |
|----------------------------------------|---------------------------------------|------------------|
| Beginning Balance April 1, 2018 | | 1,126,341 |
| Estimated Revenues | | |
| 3000 | Property Tax | 1,085,200 |
| 3250 | Interest Income | 3,000 |
| 3300 | Other Income | 2,500 |
| 3325 | AID Transportation Fees | 29,000 |
| 3330 | MHB Grant | 41,000 |
| 3350 | LIHEAP Fees | 6,500 |
| 3425 | Senior Center & Transportation Grants | 39,612 |
| 3426 | Congregate Nutrition Grant | 52,618 |
| 3450 | Transfer From Road Maintenance* | 155,000 |
| 3500 | Senior Programs | 100,000 |
| 3501 | Congregate Meal Donations | 32,500 |
| 3504 | Home Delivered Meals Grant | 75,334 |
| 3505 | Home Delivered Meals Donations | 16,000 |
| 3506 | Out Trip Transportation Fees | 6,800 |
| 3507 | Material Fees | 22,000 |
| 3508 | Nutrition Event Catering | 3,000 |
| 3509 | Lending Closet | 11,500 |

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

Total Estimated Revenue 1,681,564

Total Estimated Funds Available 2,807,905

Total Expenditures/Appropriations 1,778,560

Estimated Cash on Hand March 31, 2019 **1,029,345**

| | | |
|----------------------|---------------------------------|----------------|
| Expenditures | | |
| Administration | | |
| 4517 | Salaries | 127,500 |
| 4522 | Contingency | 10,000 |
| 4523 | Recruitment | 300 |
| 4524 | Utilities | 55,000 |
| 4525 | Telephone & Internet | 1,200 |
| 4527 | Equipment | 10,000 |
| 4528 | Office Supplies | 9,000 |
| 4529 | Postage | 4,000 |
| 4530 | Printing | 4,000 |
| 4534 | Dues, Sub & Publications | 2,500 |
| 4535 | Travel | 500 |
| 4536 | Education & Training | 1,000 |
| 4538 | Community Affairs | 1,000 |
| 4539 | Miscellaneous | 1,000 |
| 4541 | Transfer to Capital Fund | 30,000 |
| 4542 | Transfer to Vehicle Fund | 67,000 |
| 4591 | Health Insurance | 35,369 |
| 4592 | Dental, Vision & Life Insurance | 654 |
| 4593 | Unemployment | 575 |
| 4594 | IMRF Expense | 5,678 |
| 4595 | FICA Expense | 3,887 |
| Total Administration | | <u>370,163</u> |

| | | |
|------------------------------------------------------------------------|----------------------------------|------------------|
| Programs | | |
| 4510 | Satellite Programming | 1,500 |
| 4514 | Weekend Programming | 1,500 |
| 4515 | Programming | 96,000 |
| 4520 | Volunteer Services | 14,000 |
| 4526 | Senior Newsletter | 12,000 |
| 4531 | Computer Instruction | 1,000 |
| 4532 | Visual Arts | 16,000 |
| 4533 | Out Trip Transportation | 6,500 |
| 4534 | Program Salaries | 216,500 |
| 4535 | Program Training | 1,500 |
| 4536 | Program Staff Travel | 1,000 |
| 4537 | Program Recruitment | 300 |
| 4591 | Health Insurance | 43,567 |
| 4592 | Dental, Vision, & Unemployment | 2,419 |
| 4593 | Unemployment | 2,048 |
| 4594 | IMRF Expense | 9,497 |
| 4595 | FICA Expense | 6,610 |
| Total Programs | | <u>431,941</u> |
| Social Services | | |
| 4516 | Social Services | 1,500 |
| 4519 | Senior Assistance | 3,000 |
| 4560 | Psychiatric Services | 10,000 |
| 4561 | Salaries | 153,985 |
| 4562 | Training | 1,500 |
| 4563 | Travel | 500 |
| 4564 | Recruitment | 300 |
| 4591 | Health Insurance | 28,551 |
| 4592 | Dental, Vision, & Life Insurance | 1,765 |
| 4593 | Unemployment | 1,361 |
| 4594 | IMRF Expense | 7,027 |
| 4595 | FICA Expense | 4,712 |
| Total Social Services | | <u>214,201</u> |
| Nutrition | | |
| 5550 | Congregate Salaries | 42,000 |
| 5551 | Congregate Food | 50,000 |
| 5552 | Congregate Equipment | 1,500 |
| 5553 | Congregate Supplies | 5,000 |
| 5554 | Training | 500 |
| 5555 | Recruitment | 500 |
| 5556 | Home Delivered Meals Salaries | 58,000 |
| 5558 | Home Delivered Meals Food | 59,400 |
| 5559 | Home Delivered Meals Equipment | 2,000 |
| 5560 | Home Delivered Meals Supplies | 5,000 |
| 5561 | Event Catering | 2,500 |
| 5791 | Health Insurance | 3,600 |
| 5792 | Dental, Vision & Life Insurance | 588 |
| 5793 | Unemployment | 1,149 |
| 5794 | IMRF Expense | 4,293 |
| 5795 | FICA Expense | 2,980 |
| Total Nutrition | | <u>239,010</u> |
| Transportation | | |
| 4513 | Alternative Transportation | 2,000 |
| 4518 | Vehicle Maintenance | 45,000 |
| 4546 | Salaries | 317,000 |
| 4547 | Dispatch Software | 18,550 |
| 4549 | Recruitment | 1,000 |
| 4550 | Telephone | 5,000 |
| 4551 | Training | 2,000 |
| 4552 | Fuel | 37,500 |
| 4553 | Uniforms | 1,800 |
| 4691 | Health Insurance | 63,458 |
| 4692 | Dental, Vision & Life Insurance | 4,707 |
| 4693 | Unemployment | 2,443 |
| 4694 | IMRF Expense | 13,412 |
| 4695 | FICA Expense | 9,375 |
| Total Transportation | | <u>523,245</u> |
| Total Senior Center Fund / Senior Citizen Services Fund Appropriations | | <u>1,778,560</u> |

3. WELFARE SERVICES

| | | |
|-----------------------------------------------|----------------|----------------|
| Beginning Balance April 1, 2018 | | 671,258 |
| Estimated Revenues | | |
| 3000 Property Tax | 388,430 | |
| 3100 Replacement Tax | 4,000 | |
| 3250 Interest Income | 1,000 | |
| 3300 Other Income | 18,000 | |
| 3350 CEDA - LIHEAP | 5,000 | |
| Total Estimated Revenues | <u>416,430</u> | 416,430 |
| Total Estimated Funds Available | | 1,087,688 |
| Total Expenditures/Appropriations | | <u>513,075</u> |
| Estimated Cash on Hand March 31, 2019 | | 574,613 |
| Expenditures | | |
| Home Relief | | |
| 4102 Rent | 134,000 | |
| 4103 Utilities | 22,000 | |
| 4105 Personal Essentials | 20,000 | |
| 4106 Travel Expenses | 10,000 | |
| 4110 Burial | 1,500 | |
| 4107 Medical | 25,000 | |
| 4116 Catastrophic Insurance Premium | 3,500 | |
| 4117 Miscellaneous | 100 | |
| 4119 Emergency Assistance | 59,000 | |
| Total Welfare Services Home Relief | <u>275,100</u> | 275,100 |
| Administration | | |
| 4201 Salaries | 126,000 | |
| 4202 Office Supplies | 3,250 | |
| 4204 Equipment | 3,500 | |
| 4205 Travel & Training | 3,000 | |
| 4206 Postage | 200 | |
| 4210 Printing | 1,500 | |
| 4212 Dues & Publications | 500 | |
| 4213 Community Affairs | 1,000 | |
| 4507 Professional Services | 1,500 | |
| 4509 Volunteer Appreciation | 1,750 | |
| 4510 Miscellaneous | 500 | |
| 4591 Health Insurance | 10,600 | |
| 4592 Dental, Vision & Life Insurance | 1,200 | |
| 4593 Unemployment | 575 | |
| 4594 IMRF Expense | 5,650 | |
| 4595 FICA Expense | 4,850 | |
| Total Welfare Services Administration | <u>165,575</u> | 165,575 |
| Pantry | | |
| 4460 Salaries | 42,250 | |
| 4461 Utilities | 8,000 | |
| 4391 Health Insurance | 17,700 | |
| 4392 Dental, Vision & Life Insurance | 600 | |
| 4393 Unemployment | 300 | |
| 4394 IMRF Expense | 1,900 | |
| 4395 FICA Expense | 1,650 | |
| Pantry | <u>72,400</u> | 72,400 |
| Total WS Budgeted Expenditures/Appropriations | | 513,075 |

4. MENTAL HEALTH FUND

| | | |
|----------------------------------------------|---------------------------------------|------------------|
| Beginning Balance April 1, 2018 | | 740,910 |
| Estimated Revenues | | |
| 3000 | Property Tax | 1,141,262 |
| 3100 | Replacement Tax | 14,000 |
| 3250 | Interest Income | 2,500 |
| 3300 | Other Income | 1,000 |
| 3350 | Rental Income | 12,000 |
| 3850 | Tide Transportation Fee | 4,500 |
| 3855 | Telephone Reimbursement | 6,500 |
| 3950 | AID Transportation Fees | 1,500 |
| Total Estimated Revenues | | <u>1,183,262</u> |
| Total Estimated Funds Available | | 1,924,172 |
| Budgeted Expenditures | | |
| | Service Contracts | 1,284,000 |
| | Administration | 102,170 |
| | Community Resource Center | 58,500 |
| Total Expenditures/Appropriations | | <u>1,444,670</u> |
| Community Mental Health (708) Fund | | <u>1,444,670</u> |
| Estimated Cash on Hand March 31, 2019 | | 479,502 |
| Expenditures | | |
| Service Contracts | | |
| 4100 | CAC CASI | 20,000 |
| 4102 | CAC Family Support | 6,000 |
| 4103 | CAC Safe from the Start | 20,000 |
| 4104 | CCC Domestic Violence Shelter | 30,000 |
| 4105 | CCC Domestic Violence Counsel | 28,000 |
| 4107 | Open Door Clinic | 5,000 |
| 4108 | AID Supportive Employment | 41,000 |
| 4109 | AID Case Management | 6,000 |
| 4112 | Clearbrook Children's Program | 8,000 |
| 4113 | Clearbrook Day Services | 7,000 |
| 4123 | Easter Seals | 62,000 |
| 4128 | Renz Outpatient | 57,200 |
| 4129 | Day One PACT | 9,000 |
| 4130 | Northwest CASA | 8,500 |
| 4131 | AID Transportation | 29,000 |
| 4132 | Ecker Therapy Services | 87,000 |
| 4135 | Ecker Center/Crisis Services | 10,000 |
| 4136 | HTYFS Psychiatric Back-up | 9,000 |
| 4137 | HTYFS Alt. to Suspension | 25,000 |
| 4138 | Contract Support Services | 100,000 |
| 4139 | HTYFS Interventionist | 50,000 |
| 4140 | Maryville Academy Casa Salama | 20,000 |
| 4141 | Shelter Inc Healthy Families | 15,000 |
| 4142 | Centro de Informacion | 27,300 |
| 4146 | Bridge YFS - Crisis Intervention | 7,500 |
| 4148 | FSA - Youth | 22,000 |
| 4149 | FSA - Adult | 12,000 |
| 4158 | Summitt Center | 12,000 |
| 4162 | TIDE Transportation | 15,000 |
| 4165 | Alexian Brothers - Outpatient Psych | 20,000 |
| 4166 | PADS of Elgin | 25,000 |
| 4167 | HTSS - Senior MH | 42,000 |
| 4172 | Little City CILA Support | 8,000 |
| 4175 | WINGS Transitional Shelter | 10,000 |
| 4177 | Staff Development Fund | 30,000 |
| 4179 | Challenge Grant Fund | 50,000 |
| 4180 | Capital Grant Fund | 50,000 |
| 4183 | CCC SA Counseling | 11,000 |
| 4192 | Leyden FS - Detox/Rehab | 50,000 |
| 4193 | Boys and Girls Club | 5,000 |
| 4194 | CCC - Strategies for Safety | 6,000 |
| 4196 | Catholic Charities Caregivers Group | 4,500 |
| 4200 | Kenneth Young Center - SASS | 10,000 |
| 4201 | Journeys - Hope Center | 4,000 |
| 4203 | Clearbrook - Residential | 7,000 |
| 4204 | Eater Seals: Family Support | 15,000 |
| 4205 | Mental Health Housing | 150,000 |
| 4206 | Administer Justice - Legal Aid | 8,000 |
| 4207 | Girl Scouts of Northern IL - Outreach | 10,000 |
| 4208 | Easter Seals: Nutrition | 20,000 |
| Total Service Contracts | | <u>1,284,000</u> |

| | | | |
|------------------------------------|-----------------------------------|--------|-----------|
| Administration | | | |
| 4001 | Hanover Township Services | 4,500 | |
| 4002 | Legal | 4,000 | |
| 4005 | Training | 750 | |
| 4006 | Travel | 1,000 | |
| 4008 | Subscriptions & Publications | 150 | |
| 4009 | Salaries | 50,000 | |
| 4012 | Office Supplies | 1,000 | |
| 4013 | Postage | 500 | |
| 4014 | Equip / Database | 2,000 | |
| 4537 | Community Relations | 1,000 | |
| 4538 | Miscellaneous | 500 | |
| 4539 | Dues | 2,000 | |
| 4540 | Special Events | 1,000 | |
| 4541 | Printing | 1,500 | |
| 4544 | Consultants | 19,500 | |
| 4591 | Health Insurance | 3,600 | |
| 4592 | Dental, Vision and Life Insurance | 600 | |
| 4593 | Unemployment | 370 | |
| 4594 | IMRF Expense | 4,600 | |
| 4595 | FICA Expense | 3,600 | |
| Total Administration | | | 102,170 |
| Community Resource Center | | | |
| 4210 | Utilities | 8,000 | |
| 4213 | Janitorial | 5,500 | |
| 4214 | Rent | 10,000 | |
| 4216 | Telephone Systems Maintenance | 1,500 | |
| 4217 | Capital Improvements | 18,000 | |
| 4250 | Building Maintenance | 5,000 | |
| 4286 | Agency Support Services | 10,500 | |
| Total Community Resource Center | | | 58,500 |
| Total Expenditures/Appropriations | | | |
| Community Mental Health (708) Fund | | | 1,444,670 |

5. ROAD MAINTENANCE FUND

1,252,926

Beginning Balance April 1, 2018

Estimated Revenues

| | | |
|------|--------------------------|---------|
| 3000 | Property Tax | 868,528 |
| 3100 | Replacement Tax | 26,000 |
| 3250 | Interest Income | 5,000 |
| 3300 | Permits and Fines | 1,500 |
| 3400 | Traffic Enforcement Fees | 1,500 |
| 3500 | Other | 1,000 |

Total Estimated Revenues 903,528

Total Estimated Funds Available 2,156,454

Budgeted Expenditures

| | |
|---------------------------|---------|
| Road Maintenance | 722,500 |
| Equipment | 101,500 |
| Bridge Maintenance | 5,000 |
| Buildings | 190,000 |
| Administration/Transfers* | 287,850 |

Total Expenditures/Appropriations 1,306,850

Estimated Cash on Hand March 31, 2018

849,604

Expenditures

Road Maintenance

| | | |
|------|---------------------------------|---------|
| 4600 | Controlled Substance Test | 500 |
| 4601 | Salaries | 160,000 |
| 4602 | Operating Supplies & Materials | 30,000 |
| 4603 | Gasoline | 20,000 |
| 4605 | Maintenance / Supplies | 2,000 |
| 4606 | Engineering | 30,000 |
| 4607 | Contract Work | 400,000 |
| 4610 | Street Lighting | 15,000 |
| 4614 | Signs, Stripping & Tree Removal | 15,000 |
| 4616 | Salt | 50,000 |

722,500

Total Road Maintenance

Equipment

| | | |
|------|------------------------------|--------|
| 4604 | Machine Rental | 1,500 |
| 4608 | Equipment Purchase | 75,000 |
| 4609 | Maintenance Vehicles & Equip | 25,000 |

101,500

Total Equipment

Bridge Maintenance

| | | |
|------|-------------------------------|-------|
| 4615 | Bridge Repair and Maintenance | 5,000 |
|------|-------------------------------|-------|

5,000

Total Bridge Maintenance

Buildings

| | | |
|------|------------------------------|---------|
| 4612 | Buildings & Perm Improvement | 180,000 |
| 4613 | Building Maintenance | 10,000 |

190,000

Total Buildings

Administration

| | | |
|------|------------------------------------|---------|
| 4700 | Postage | 1,000 |
| 4701 | Legal | 20,000 |
| 4702 | Insurance | 32,000 |
| 4704 | Telephone | 3,000 |
| 4705 | Dues, Subscriptions & Publications | 1,000 |
| 4706 | Travel | 1,000 |
| 4707 | Printing | 1,000 |
| 4708 | Training & Conferences | 1,000 |
| 4709 | Uniforms and Safety Equipment | 2,000 |
| 4710 | Community Affaris | 5,000 |
| 4711 | Utilities | 6,000 |
| 4712 | Miscellaneous | 1,000 |
| 4713 | Recruitment | 1,000 |
| 4714 | Office Supplies | 2,000 |
| 4716 | Transfer to Sr Transportation* | 155,000 |
| 4717 | Transfer to Vehicle Fund* | 25,000 |
| 4791 | Health Insurance | 14,500 |
| 4792 | Dental, Vision & Life Insurance | 1,250 |
| 4793 | Unemployment | 600 |
| 4794 | IMRF Expense | 8,000 |
| 4795 | FICA Expense | 6,500 |

287,850

Total Administration

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

Total Expenditures/Appropriations

1,306,850

6. IMRF FUND

| | | | |
|----------------------------------------------|-----------------|---------|----------------|
| Beginning Balance April 1, 2018 | | | 121,351 |
| Estimated Revenues | | | |
| 3000 | Property Tax | 184,203 | |
| 3250 | Interest Income | 200 | |
| Total Estimated Revenues | | 184,403 | 184,403 |
| Total Estimated Funds Available | | | 305,754 |
| Budgeted Expenditures/ Appropriations | | | |
| 4508 | IMRF | 184,403 | |
| Total Expenditures/ Appropriations | | 184,403 | 184,403 |
| Estimated Cash on Hand March 31, 2019 | | | 121,351 |

7. SOCIAL SECURITY

| | | | |
|----------------------------------------------|-----------------|---------|---------------|
| Beginning Balance April 1, 2018 | | | 75,130 |
| Estimated Revenues | | | |
| 3000 | Property Tax | 148,163 | |
| 3250 | Interest Income | 150 | |
| Total Estimated Revenues | | 148,313 | 148,313 |
| Total Estimated Funds Available | | | 223,443 |
| Budgeted Expenditures/ Appropriations | | | |
| 4522 | Social Security | 148,313 | |
| Total Expenditures/ Appropriations | | 148,313 | 148,313 |
| Estimated Cash on Hand March 31, 2019 | | | 75,130 |

8. VEHICLE REPLACEMENT FUND

| | | | |
|----------------------------------------------|--------------------------------|---------|----------------|
| Beginning Balance April 1, 2018 | | | 262,470 |
| Estimated Revenues | | | |
| 3250 | Interest Income | 600 | |
| 3440 | Bus Fares & Donations | 8,500 | |
| 3450 | Transfer from Road Maintenance | 25,000 | |
| 3455 | Transfer from Senior Services | 67,000 | |
| 3460 | Transfer from Town Fund | 50,000 | |
| Total Estimated Revenues | | 151,100 | 151,100 |
| Total Estimated Funds Available | | | 413,570 |
| Budgeted Expenditures | | | |
| 4408 | Vehicle Purchase | 35,000 | |
| 4540 | Senior Bus Purchase | 136,000 | |
| Total Expenditures/ Appropriations | | 171,000 | 171,000 |
| Estimated Cash on Hand March 31, 2019 | | | 242,570 |

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

9. CAPITAL PROJECTS FUND

| | | | |
|----------------------------------------------|-----------------------------------|---------|----------------|
| Beginning Balance April 1, 2018 | | | 896,110 |
| Estimated Revenues | | | |
| 3445 | Grant | 1,000 | |
| 3455 | From Town Fund | 275,000 | |
| 3450 | From Senior Fund | 30,000 | |
| Total Estimated Revenues | | 306,000 | 306,000 |
| Total Estimated Funds Available | | | 1,202,110 |
| Budgeted Expenditures | | | |
| 4414 | Reserve Improvements | 75,000 | |
| 4415 | Senior Center Improvements | 30,000 | |
| 4420 | Izaak Walton Ctr Parking Lot | 325,000 | |
| 4425 | Building & Permanent Improvements | 85,000 | |
| Total Expenditures/ Appropriations | | 515,000 | 515,000 |
| Estimated Cash on Hand March 31, 2019 | | | 687,110 |

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES FOR THE FISCAL YEAR ENDING MARCH 31, 2019, BY FUND IS:

| | |
|--------------------------------------------|--------------------------|
| GENERAL TOWN FUND | 4,015,053 |
| SENIOR CENTER/SENIOR CITIZEN SERVICES FUND | 1,778,560 |
| WELFARE SERVICES FUND | 513,075 |
| COMMUNITY MENTAL HEALTH FUND | 1,444,670 |
| ROAD MAINTENANCE FUND | 1,306,850 |
| IMRF FUND | 184,403 |
| FICA FUND | 148,313 |
| VEHICLE REPLACEMENT FUND | 171,000 |
| CAPITAL PROJECTS FUND | 515,000 |
| TOTAL APPROPRIATIONS | <u>10,076,924</u> |

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF **Ten Million Seventy Six Thousand Nine Hundred and Twenty Four** (\$10,076,924) FOR THE FISCAL YEAR ENDING MARCH 31, 2019.

SECTION 4: THAT IF ANY SECTION, SUBDIVISION, OR SENTENCE OF THIS ORDINANCE SHALL FOR ANY REASON BE HELD INVALID, SUCH DECISION SHALL NOT AFFECT THE VALIDITY OF THE REMAINING PORTIONS OF THIS ORDINANCE.

SECTION 5: THAT SECTION 2 SHALL BE AND IS THE ANNUAL APPROPRIATION ORDINANCE OF THIS TOWNSHIP, PASSED BY THE BOARD OF TRUSTEES AS REQUIRED BY LAW, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

SECTION 6: THAT A CERTIFIED COPY OF THIS BUDGET AND APPROPRIATION ORDINANCE MUST BE FILED WITH THE COOK COUNTY CLERK WITHIN 30 DAYS AFTER ITS ADOPTION.

ADOPTED ON MARCH 27, 2018 AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS, BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____
 Nays _____
 Absent _____

 Supervisor

 Township Clerk

CERTIFICATION

I, Kathleen Dolan Baumer, do hereby certify that I am Clerk of the Hanover Township, Cook County, Illinois and that the foregoing is a true, correct and exact copy of Ordinance No. 2018-_____ adopted and approved by the Board of Trustees of said Township at the regular meeting, duly and legally called, and held March 27th, 2018, as the same appears in the records in my possession and custody as such clerk.

Dated this March 27th, 2018.

 Township Clerk

CERTIFICATION BY CHIEF FISCAL OFFICER

I hereby certify that I am the Chief Fiscal Officer of the Hanover Township, and that the following is an estimate of revenues, by source, expected to be received by the Hanover Township, Cook County, Illinois for the fiscal year April 1, 2018 through March 31, 2019.

| | |
|----------------------------|-----------------------------------|
| Property Taxes | \$ 7,503,866 |
| Replacement Taxes | \$ 74,000 |
| Interest | \$ 22,450 |
| Rent | \$ 22,000 |
| Intra Fund Charges | \$ 4,500 |
| Fees | \$ 463,500 |
| Grants & Donations | \$ 316,064 |
| Transfers From Other Funds | \$ 602,000 |
| TOTAL | <u><u>\$ 9,008,380</u></u> |

The above is certified this 27th day of March, 2018.

Brian P. McGuire
Hanover Township Supervisor

Attest: Kathleen Dolan Baumer
Hanover Township Clerk

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|-------------------------------------------------|------------------|------------------|-----------|-----------|
| <i>Passports</i> | 481 | 730 | 5,051 | 5,041 |
| Photo fees | \$3,860 | \$2,725 | \$33,590 | \$18,355 |
| Fee deposits | \$8,370 | \$14,295 | \$90,555 | \$99,750 |
| <i>Fishing/Hunting licenses</i> | 1 | 1 | 80 | 79 |
| <i>Handicap Placards</i> | 20 | 16 | 200 | 198 |
| <i>Cook County vehicle stickers</i> | 2 | 2 | 258 | 250 |
| <i>Human Resources Requests</i> | 77 | 98 | 1,504 | 1,459 |
| <i>New Employee Orientations</i> | 2 | 1 | 15 | 12 |
| <i>Technology work orders</i> | 31 | 38 | 447 | 495 |
| <i>Resident Contacts</i> | 2,120 | 2,701 | 17,938 | 25,873 |
| <i>Percent of Budget Expended</i> (92% of year) | 5.5% | 10.2% | 71.8% | 71.2% |

Department Highlights

- Administrative Specialist Callahan coordinated the implementation of the automated time and attendance system, Swipe Clock. Manager training was conducted on February 21st and Administrative Services met individually with departments and/or divisions to discuss implementation timeline. Employees will officially begin using the automated time and attendance system on March 26th.
- Administrative Specialist Callahan and Resident Services Assistant Imperato assisted the Facilities and Road Maintenance Department with digitizing prior road maintenance project documents.
- Assistant Administrator Powers and Administrative Specialist Callahan reviewed upcoming implementation of VoIP phone system in coordination with CDW-G and ProxIT Technology Solutions.
- Izabela Szymanska was hired as the part-time receptionist for Administrative Services. Ms. Szymanska previously worked for the Township as an undergraduate intern for Community and Veterans Affairs and Administrative Services.
- Resident Services was notified that the acceptance fee, the local share for a passport acceptance agency, will increase from \$25 to \$35 effective April 2018. Staff anticipates increased visitors to Resident Services ahead of the acceptance fee change.
- Assistant Administrator Powers participated in interviews for the Youth and Family Services part-time Receptionist and the Administrative Assistant positions and Senior Services Home Delivered Meals Assistant and Line Cook positions.

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 February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|--------------------------------------|---------------|---------------|-----------|-----------|
| <i>Administration</i> | | | | |
| Office visits | 677 | 715 | 4,778 | 5,781 |
| Building permits processed | 279 | 191 | 5,350 | 5,143 |
| Change of Name* | 8 | 20 | 86 | 133 |
| Property tax appeals | 0 | 0 | 1,238 | 2,001 |
| Certificate of Errors | 47 | 60 | 960 | 898 |
| Property location updates | 2 | 0 | 16 | 7 |
| <i>Exemptions</i> | | | | |
| Homeowner exemptions | 49 | 62 | 364 | 300 |
| Senior homeowner exemptions | 112 | 189 | 812 | 853 |
| Senior Freeze exemptions | 224 | 184 | 1043 | 772 |
| Disabled person & Veteran exemptions | 202 | 203 | 364 | 380 |
| Miscellaneous exemptions | 5 | 6 | 33 | 63 |

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. February had a total of 16 visitors after 4:30pm.
- We have a total of 2,539 e-mails on our contact list. We added 13 e-mails in February.
- Disabled Veteran and Disabled Person exemption forms were mail February 2 with a due date of March 7.
- The due date for senior exemptions was February 7 and is now extended to March 2nd.
- Homeowner booklets were mailed out February 9 with a due date of March 14th.
- Chief Deputy Assessor Glascott covered the office on February 9th.
- Chief Deputy Assessor Glascott attended the Cook County Township Assessor Association meeting on February 23.
- Deputy Assessor Christopher attended the Employee Wellness Workgroup meeting February 28.
- Cook County Treasurer's office has given township assessors the access to do Change of Name/addresses in their mainframe.
- The Assessor's Office has seen a large increase in Senior Freeze exemptions because Cook County raised the income limit to \$65,000.

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 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|------------------------------------------------|---------------|---------------|-----------|-----------|
| <i>Appointments</i> | | | | |
| ProTimes | 15 | 18 | 193 | 267 |
| TB skin test | 3 | 4 | 108 | 78 |
| Cholesterol | 33 | 12 | 100 | 82 |
| Pharmaceutical Assistance Programs | 1 | 3 | 12 | 16 |
| Miscellaneous labs | 14 | 8 | 117 | 97 |
| Wellness Screening (BP, diabetes, anemia) | 26 | 45 | 446 | 287 |
| Other | 36 | 32 | 459 | 431 |
| <i>Clinic Clients</i> | | | | |
| Senior Center/ home visits | 69 | 88 | 1,001 | 959 |
| Astor Avenue | 22 | 3 | 119 | 104 |
| Elgin, Izaak Walton Center | 6 | 6 | 46 | 73 |
| Offsite clinics | 11 | 20 | 130 | 132 |
| Total clients (unduplicated) | 42 | 29 | 536 | 507 |
| <i>Public Education & Health Promotion</i> | | | | |
| Media coverage | 4 | 4 | 42 | 45 |
| Informational seminars/Program | 5 | 3 | 60 | 67 |
| Program Participants | 67 | 83 | 1,840 | 1,928 |
| <i>Primary Care Provider Support</i> | 8 | 5 | 97 | 131 |

Department Highlights

- Community Health staff provided 8 home visits for residents in the month of February.
- Hanover Township staff wore red on February 2 in honor of Heart Health Month and to raise awareness for cardiovascular disease.
- Director Smith and Community Health Nurse Arriola partnered with Welfare Services, Senator Castro and Amita Health to host a health fair at Astor Avenue Community Center on February 3. The Office of Community Health provided cholesterol screenings for 20 attendants.
- The Office of Community Health hosted the Northwest Municipal Nurses' Meeting at the Izaak Walton Center on February 7. Chiropractor, Dr. Dean Patrick, provided an educational lecture to attendants on the benefits of complementary forms of medicine.
- Director Smith provided heart health education and blood pressure screenings for a local Philanthropic Educational Organization (P.E.O.) on February 13.
- Director Smith and Community Health Nurse Arriola certified 15 students from Bartlett High School in BLS CPR.
- Director Smith attended the Human Services Coordinating Council on February 28, where attorney Helene Snyder presented to the group on patient confidentiality, mandated reporting and guardianship.

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 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|-----------------------------------------------|------------------|------------------|-----------|-----------|
| <i>Website Visits(total)</i> | 4,935 | 4,391 | 46,031 | 42,195 |
| <i>Website Visits (unique)</i> | 3,532 | 3,195 | 29,524 | 30,382 |
| <i>Facebook Likes</i> | 19 | 32 | 2,203 | 1,781 |
| <i>New Twitter Followers</i> | 2 | 21 | 1,121 | 866 |
| <i>New YouTube Views</i> | 429 | 171 | 3,254 | 2,682 |
| <i>Email address contacts</i> | 319 | N/A | 5,976 | 5,075 |
| <i>Media Releases</i> | 2 | 3 | 37 | 42 |
| <i>Veteran Contacts</i> | 79 | 16 | 541 | 323 |
| <i>Total Veterans served</i> | 76 | 5 | 503 | 184 |
| <i>Total Resident Contacts (Elgin office)</i> | 211 | 140 | 5,473 | 4,577 |

Department Highlights:

- Director Kuttentberg and Director Colagrossi attended the Age Options Legislative Breakfast in Elk Grove on February 1. Agencies and legislators discussed issues facing the senior community and received updates from the federal and state government as it relates to seniors.
- Director Kuttentberg joined other Township staff and Hanover Landing partners in presenting to the City of Elgin Planning & Zoning Commission on February 5 regarding the rezoning of the property for the project. The initiative was unanimously approved for planned development.
- Director Kuttentberg met with Elgin Council Member Rose Martinez on February 8 to discuss intergovernmental issues.
- Director Kuttentberg and Supervisor McGuire met with Congressman Krishnamoorthi on February 12 to receive a check for the Township Foundation and to discuss Township issues.
- The Office of Community & Veterans Affairs hosted a lunch and movie program for 25 veterans on February 13 at the Izaak Walton Center. Lunch provided by the Stars N Stripes Café.
- The Office of Community & Veterans Affairs created a video of Senior Committee member Naomi Lenoci discussing an Abraham Lincoln document the Township is securing for a video for President's Day that we shared on social media. The video received over 450 views.
- Director Kuttentberg joined Director Imperato and Mental Health Board Manager Vana in attending the City of Elgin's community meeting on February 22 regarding homelessness. Manager Vana gave a presentation on the funding available to local agencies serving Township residents.
- Director Kuttentberg joined Trustee Essick and Clerk Dolan Baumer in attending the Hoffman Estates Chamber's Breakfast with the Mayor event on February 28.

Hanover Township Mission Statement:

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DEPARTMENT OF EMERGENCY SERVICES

Report for February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|------------------------------|---------------|---------------|----------------|-----------------|
| <i>Volunteers</i> | | | | |
| Total volunteers | 33 | 26 | 34 | 26 |
| New volunteers | 0 | 0 | 1 | 6 |
| <i>Hours</i> | | | | |
| Volunteer Detail Hours | 389.5 | 212 | 3,993 | 3,584.9 |
| Volunteer Work Hours | 142 | 346 | 1,560.8 | 2,061.25 |
| Volunteer Training Hours | 434 | 212 | 2,941 | 2,058 |
| <i>Total Volunteer Hours</i> | <i>965.5</i> | <i>770</i> | <i>8,494.8</i> | <i>7,704.15</i> |
| <i>Details</i> | | | | |
| Emergency Call Outs | 12 | 4 | 14 | 35 |
| Safety Patrols | 4 | 4 | 9 | 40 |
| Township Sponsored Events | 0 | 0 | 10 | 33 |
| Other Community Events | 1 | 1 | 5 | 46 |
| Miscellaneous | 0 | 0 | 0 | 0 |
| <i>Total Details</i> | <i>17</i> | <i>0</i> | <i>38</i> | <i>146</i> |

Department Highlights:

- HTES responded to the Hanover Park Fire Department on February 4th for a general alarm on Pine Tree Lane for a reported structure fire.
- HTES assisted South Barrington Police Department on February 4th with traffic control at Route 59 and Bartlett Road following an automobile accident with fatality.
- On February 8th, HTES responded to the Hanover Park Fire Department for a general alarm on Heritage Court for a structure fire.
- HTES conducted emergency patrols on February 8th and 9th due to a significant winter storm. Several members remained onsite overnight to facilities response capabilities.
- HTES assisted the Hanover Park Police Department on February 9th following an automobile accident at Lake Street and Church Street.
- On February 11th, HTES conducted emergency patrol due to a significant winter storm impacting the Township.
- On February 13th, HTES responded to the Fox River Fire Protection District Mutual Aid Box Alarm System (MABAS) to assist with a structure fire.
- On February 16th, HTES assisted a resident on Regency Court with water removal from a basement.
- HTES attended School District U-46 School Safety Advisory Task Force meeting on February 12th.
- On February 26th, HTES assisted the Streamwood Police Department and Streamwood High School with traffic control for a state basketball playoff game.
- Safety patrols were conducted on February 2nd, 9th, 16th, and 23rd.

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DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|---------------------------------------------|------------------|------------------|-----------|-----------|
| <i>Administration</i> | | | | |
| Vehicle service calls | 9 | 12 | 80 | 117 |
| Work orders | 49 | 56 | 657 | 791 |
| Event set-ups/tear downs | 184 | 209 | 2006 | 2115 |
| <i>Energy Efficiency – Electricity (Kw)</i> | | | | |
| Astor Avenue Community Center | 4,811 | 4,420 | 54,774.45 | 61,893 |
| Town Hall | 6,360 | 7,380 | 80,512 | 101,460 |
| Senior Center | 25,821 | 27,111 | 349,129 | 372,054 |
| <i>Energy Efficiency – Gas (Therms)</i> | | | | |
| Astor Avenue Community Center | 481.15 | 459.98 | 1,729.31 | 2,101.94 |
| Town Hall | 1,475.64 | 891.99 | 5,371.68 | 6,765.36 |
| Senior Center | 1,985.44 | 1,071.17 | 12,398.76 | 13,009.70 |
| <i>Road Maintenance</i> | | | | |
| Salt Usage (Tons) | 404 | 0 | 664 | 439 |

Department Highlights

- February had nine consecutive days of measurable snowfall. There were eleven total days of snowfall in the month and 404 tons of salt were used.
- Operations Manager Nelson, Facilities Technician O’Neil and Road Maintenance Associate Crane all assisted with the removal and installation of new tile in the front and rear entrances of the Senior Center.
- Supervisor McGuire and Director Spejcher attended a meeting on active threat precautions.
- Director Spejcher is in contact with Cook County to assist with facilitating the Rolling Knolls resurfacing project.
- Director Spejcher continues to be in contact with Sam Banks, Assistant to the Commissioner for the Cook County Department of Building and Zoning, to work on the compliance issues with some properties in unincorporated Hanover Township.
- Operations Manager Nelson, Road Maintenance Manager Santangelo and Director Spejcher attended demonstrations of two new brush chippers, a Morbark and a Vermeer. The Vermeer operated the best.
- Director Spejcher, Administrator Barr, Assistant Administrator Powers, Manager Vana and Facilities Technician O’Neil interviewed a new civil engineering firm, 2im Group, to work on the walking path located in the Naomi Walters-Lenoci Reserve.

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OFFICE OF THE MENTAL HEALTH BOARD

Report for February 2018

| SERVICE PROVIDED | JANUARY 2018 | JANUARY 2017 | FYTD 2018 | FYTD 2017 |
|--------------------------------------|-----------------|-----------------|-----------|-----------|
| <i>Grant Funding</i> | | | | |
| New clients | 149 | 131 | 2,699 | 2,466 |
| Ongoing Clients | 740 | 826 | NC | NC |
| Closed Cases | 58 | 53 | 637 | 798 |
| Prevention Programming Presentations | 24 | 52 | 173 | 322 |
| Number in audience | 1043 | 897 | 6,652 | 9,672 |
| <i>TIDE</i> | | | | |
| Participants | 16 | 16 | 17 | 16 |
| Rides | 88 | 121 | 831 | 926 |
| <i>Resource Center</i> | | | | |
| Organizations providing services | 6 | 6 | 6 | 6 |
| Clients served | 69 | 82 | 745 | 946 |

Department Highlights

- The Mental Health Board met on February 27, 2018 and awarded the following:
 - Gigi’s Playhouse received \$25,000 in challenge funding to expand their program “Gigi’s Studio” to serve more Hanover Township residents. They currently serve 66 residents. Gigi’s Studio is a career program for adults with down syndrome.
 - JOURNEY’S, The Road Home received \$5,000 in capital funding to contribute to the purchase of new shelter equipment including pads, pillows, sheets, towels and blankets.
 - PADS of Elgin received \$7,157 in capital funding to purchase a new water heater at their permanent shelter location in Elgin. Last year, PADS served 50 Hanover Township residents.
 - Hanover Township Youth and Family Services received \$25,000 in FY 19 challenge funding to help fund a full-time bilingual therapist, which help alleviate the wait list for a Spanish speaking therapist. The MHB has long identified bilingual services as a need in the community.
- Manager Vana continues to work with the Center for Governmental Studies to begin the Community Needs Assessment this spring. Focus groups are anticipated to be conducted and completed by the end of June 2018.
- Presented at the Community Assessment & Management of People Needing Shelter (CAMPS) meeting in Elgin on February 22nd. The meeting is facilitated by the Elgin Police Department with area agencies, shelters, churches, etc. to discuss the needs of the homeless population in Elgin.
- Completed a site visit to Centro de Informacion’s Glendale Terrace office in Hanover Park on February 15th with Trustee Benoit and Meghan Nelson. Centro staff reviewed the services they offer. Concerns regarding the referral process are being monitored and Manager Vana encouraged the agency to brainstorm new programs/services that may benefit the population they serve, such as medical needs and transportation.
- Enrolled one new TIDE rider. The program continues to see an increase in enrollment, however a number of riders are not using the program consistently.

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 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|--------------------------------------------------|---------------|---------------|-----------|-----------|
| <i>Programming Division</i> | | | | |
| Planned programs | 214 | 190 | 2,454 | 2,143 |
| Participants | 2,648 | 2,461 | 32,838 | 28,238 |
| Participants (unduplicated) | 637 | 685 | 1,963 | 2,278 |
| Wait listed (unduplicated) | 29 | 55 | 769 | 808 |
| Art & Computer classes | 63 | 45 | 564 | 608 |
| Art & Computer class participants | 260 | 291 | 3,548 | 4,179 |
| New volunteers | 3 | 7 | 66 | 57 |
| Total volunteers (unduplicated) | 140 | 122 | 278 | 254 |
| Volunteer hours reported | 1,914 | 1,836 | 25,544 | 25,278 |
| Meals Served | 1,003 | 835 | 12,875 | 9,491 |
| Meals delivered by volunteers | 1,482 | 938 | 15,155 | 11,026 |
| <i>Social Services Division</i> | | | | |
| Clients served (unduplicated) | 168 | 167 | 1,200 | 1,172 |
| Clients served (duplicated) | 212 | 123 | 2,437 | 2,546 |
| Energy Assistance | 76 | 6 | 4,17 | 435 |
| Prescription drugs & health insurance assistance | 76 | 96 | 1,448 | 1,154 |
| Social Service programs | 14 | 9 | 116 | 111 |
| Social Service program participants | 185 | 173 | 1,139 | 1,122 |
| Lending Closet transactions | 94 | 77 | 1,168 | 1,116 |
| <i>Transportation Division</i> | | | | |
| One way rides given | 1,437 | 1,382 | 18,625 | 16,694 |
| Individuals served (unduplicated) | 205 | 213 | 651 | 679 |
| New riders | 18 | 19 | 651 | 679 |
| Unmet requests for rides | 51 | 38 | 366 | 569 |

Department Highlights:

- Popular out trips included: Evanston History Center & Lou Malnati's, Chicago Auto Show & Adler Planetarium, Night on the Town of Foxfire restaurant via Limo, the Field Museum.
- The Transportation division is on target to meet 20,000 rides for FY18. The division will need to complete 1,375 rides for the remaining month of March to meet this goal.
- Transportation Manager Steininger conducted the Quarterly Transportation call on 2/20/18 for the Illinois Township Association of Senior Citizens Service Committees, with seven other townships.
- The Driver's Handbook draft has been completed and is being reviewed for approval.
- Director Colagrossi, Manager Conway, and Program Specialist Adelpia attended the Association of Illinois Senior Centers Annual Conference on February 21 and 22. Program Specialist Adelpia conducted a training on the statewide Brain Games competition. Director Colagrossi trained members on the Reframe Aging initiative.
- The AARP tax aide program began on Thursday, February 8. Counselors will meet with clients on Tuesdays and Thursdays by appointment only.
- Lana Harvey joined the Nutrition Services Team as the Home Delivered Meal Assistant. The division continues to seek a part-time line cook.

DEPARTMENT OF WELFARE SERVICES

Report for February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|---------------------------------------------------|---------------|---------------|-----------|-----------|
| <i>General Assistance</i> | | | | |
| General Assistance clients | 12 | 12 | 129 | 137 |
| General Assistance appointments | 29 | 22 | 261 | 286 |
| Emergency Assistance appointments | 19 | 14 | 197 | 183 |
| Emergency Assistance approved | 2 | 2 | 35 | 19 |
| Crisis intake clients | 102 | 101 | 1,492 | 1,331 |
| Access to Care | 0 | 0 | 0 | 0 |
| <i>LIHEAP Applications/PIPP Re-certifications</i> | | | | |
| Office | 70 | 64 | 480 | 459 |
| Circuit Breaker | 6 | 0 | 15 | 8 |
| <i>Social Services</i> | | | | |
| ComEd Hardships | 8 | No Funds | 61 | 29 |
| Weatherization | 0* | 1 | 1 | 7 |
| <i>Food Pantry</i> | | | | |
| Served (Households) | 598 | 559 | 8,362 | 7,714 |
| New applications | 17 | 23 | 284 | 335 |
| Food Donations | 48 | 44 | 576 | 575 |
| <i>Community Center Walk-Ins</i> | 221 | 197 | 2,367 | 2,575 |

* Program Closed

Department Highlights:

- Welfare Services onboarded two new auxiliary staff volunteers to assist with the reception desk and stocking the food pantry.
- LIHEAP appointments have increased this fiscal year. Welfare Services is anticipating to train two additional volunteers to assist with LIHEAP appointments and application processing in FY19.
- Director Imperato met with Leyden Township staff on February 28th for the purpose of discussing how to establish a food pantry.
- Senator Castro hosted a successful wellness event with Amita Healthcare and Office of Community Health on February 3rd offering free health screenings to residents.
- First Student hosted a hiring event on February 13th with twelve residents submitting applications.
- Welfare Services Auxiliary Staff were recognized an appreciation dinner on February 20th with 65 auxiliary staff and guests in attendance.
- CEDA has resumed office hours at Astor Avenue and is onsite every Wednesday from 8:30am – 4:30pm. The CEDA representative is Spanish speaking and provides resident services on programs that Hanover Township does not offer including dental, auto, vision, housing as well as employment.
- Senator Castro's office continues to be onsite every Tuesday from 1:30pm to 6:00pm and assists residents in need of assistance with state programs.
- Seventy-five employer registrations have been received for the job fair scheduled for March 28th at the Senior Center beginning at 10:00am.

Welfare Services Mission Statement:

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

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for February 2018

| SERVICE PROVIDED | FEBRUARY 2018 | FEBRUARY 2017 | FYTD 2018 | FYTD 2017 |
|-------------------------------------------------------|---------------|---------------|-----------|-----------|
| <i>Outreach & Prevention</i> | | | | |
| Open Gym participants | 1,464 | 1,479 | 12,825 | 12,471 |
| Open Gym participants (unduplicated) | 516 | 482 | 1,042 | 1,212 |
| Alternative to Suspension referrals | 5 | 6 | 93 | 120 |
| Alternative to Suspension participants | 333 | 348 | 2,007 | 2,412 |
| Alternative to Suspension participants (unduplicated) | 125 | 123 | 173 | 181 |
| <i>Clinical</i> | | | | |
| Therapy clients | 460 | 315 | 4,184 | 3,640 |
| Therapy clients (unduplicated) | 177 | 151 | 1,618 | 1,742 |
| New clients (unduplicated) | 6 | 13 | 161 | 156 |
| Clinical hours | 279 | 298 | 2,640 | 2,944 |
| Group session participants | 265 | 163 | 1,889 | 2,300 |
| <i>Tutoring Participants</i> | | | | |
| Total | 133 | 158 | 1,283 | 1,332 |
| Unduplicated | 64 | 75 | 236 | 232 |

Department Highlights:

- Director Parquette, Manager Houdek, and Assistant Administrator Powers have been conducting interviews for the Family Therapist and Administrative Assistant positions.
- Manager Houdek, Manager Conway, and Assistant Administrator Powers have been conducting interviews for a part-time C-Hope Therapist.
- Tiffany Clark has accepted a contingent offer for the Youth and Family Services part time Receptionist position; start date to be determined upon completion of required background checks.
- Director Parquette attended the Ford Next Generation Learning presentation on February 13th. The presentation was given to the Alignment Collaborative for Education Governing Board Members, U-46 Cabinet and community members to discuss partnership opportunities for advancing the college and career pathways offered at U-46 schools.
- Director Parquette, Manager Cohen, Interventionist Dickinson and the youth leaders from Streamwood and Bartlett High Schools attended the Snowball training provided by Ron Jakubisin, Prevention Program Manager from Operation Snowball, Springfield. The training was held to advance our youth leader's skills in teambuilding and handling difficult conversations with youth in preparation for the Tefft Middle School Snowball Event.
- Georgia Hiotis part-time Family Therapist resigned from her position and her last day was February 20th.
- Director Parquette submitted a Hanover Township Mental Health Board Challenge Grant to increase the part-time Family Therapist position to a full time Bilingual Family Therapist position.
- Youth and Family Services youth leaders and staff hosted the Tefft Middle School "Be You" Snowball Event on February 24th. The Snowball was for 65 seventh graders to enhance school connection, pro-social behaviors, and to learn how to be safe and make smart choices.
- Director Parquette, attended the Hanover Township Strategic Planning meeting on February 27th.

Youth and Family Services Mission Statement:

Our mission is the prevention of juvenile delinquency and the promotion of positive development in young people. We strengthen families, provide outreach to youth at risk of school failure and contribute to the building of a healthier Township community.

Hanover Township

Board Audit Report

From 3/6/18 - 3/27/18

| | Subtotal | Alexian Invoices | Total |
|---------------------------|------------|------------------|------------|
| Total Town Fund | 135,098.29 | 124.00 | 135,222.29 |
| Total Senior Center | 27,415.44 | 170.62 | 27,586.06 |
| Total Welfare Services | 1,865.27 | | 1,865.27 |
| Total Road Maintenance | 321,876.25 | | 321,876.25 |
| Total Mental Health Board | 50,792.20 | 741.46 | 51,533.66 |
| Total Retirement | - | | |
| Total Vehicle | - | | |
| Total Capital | 12,588.77 | | 12,588.77 |
| | | | |
| Total All Funds | 549,636.22 | 1,036.08 | 550,672.30 |

The above "Subtotal" column has been approved for payment this 27th day of March.

The above "Total" column has been approved for payment this 27th day of March.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|----------------------------------------------------|------------|--------|------------------------------|-------------------------------------------------------|-----------|
| 10A · Town Assets | | | | | |
| 1001650 · Prepaid Expense | | | | | |
| Check | 03/20/2018 | 125457 | United Healthcare | Major Medical Premiums April 18 | 46,838.18 |
| Check | 03/23/2018 | 125501 | Daily Herald | Acct 681793 Newspaper Service 3/25-5/19 101-4414 | 65.80 |
| Total 1001650 · Prepaid Expense | | | | | 46,903.98 |
| Total 10A · Town Assets | | | | | 46,903.98 |
| 11A · Senior Center Assets | | | | | |
| 1101520 · Prepaid Expense | | | | | |
| Check | 03/20/2018 | 125462 | Inside Chicago Walking Tours | Senior Presentation - Chicago Architectural Gems 4/24 | 200.00 |
| Total 1101520 · Prepaid Expense | | | | | 200.00 |
| Total 11A · Senior Center Assets | | | | | 200.00 |
| 1014 · Town Fund - Expenditures | | | | | |
| 101CAP · Capital Expenditures | | | | | |
| 1014410 · Equipment Purchases | | | | | |
| Check | 03/20/2018 | 125437 | Leaf (618-004) | Inv# 8158543 Copier Lease - Town Hall | 328.00 |
| Total 1014410 · Equipment Purchases | | | | | 328.00 |
| 1014430 · Computer Equipment & Software | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Human Resources Information Software Monthly Fee | 294.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Email Communication Software Monthly Fee January | 59.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Email Communication Software Monthly Fee February | 63.75 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Adobe Acrobat Annual Creative Cloud/Pro Renewal (9) | 153.83 |
| Check | 03/20/2018 | 125409 | Access 1 Source | Inv# 66961 Time & Attendance Clocks Connection Fee | 267.50 |
| Check | 03/20/2018 | 125451 | ProxIT Technology Solutions | Inv# 19110 Network Labor | 2,720.00 |
| Check | 03/23/2018 | 125510 | ProxIT Technology Solutions | Inv# 19022 Network Labor | 190.00 |
| Check | 03/23/2018 | 125516 | ProxIT Technology Solutions | Computer Replacements (14) & Monitors | 8,622.57 |
| Total 1014430 · Computer Equipment & Software | | | | | 12,371.15 |
| 1014540 · Facility Lease | | | | | |
| Check | 03/20/2018 | 125458 | Village of Hanover Park | Inv# 2018-00001467 Astor Ave Community Center Parking | 1,000.00 |
| Total 1014540 · Facility Lease | | | | | 1,000.00 |
| Total 101CAP · Capital Expenditures | | | | | 13,699.15 |
| 101CHN · Community Health | | | | | |
| 1014453 · Printing | | | | | |
| Check | 03/13/2018 | 125297 | Leaf (618-008) | Inv# 8180519 Lower Level Copier | 107.50 |
| Total 1014453 · Printing | | | | | 107.50 |
| 1014455 · Dues, Subs & Publications | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | OCH Lab Certification | 150.00 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|------------------------------------------------------|------------|--------|------------------------------|--------------------------------------------------------------|--------|
| Total 1014455 · Dues, Subs & Publications | | | | | 150.00 |
| 1014461 · Miscellaneous | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Municipal nurses meeting | 57.75 |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Account Charge | 8.53 |
| Total 1014461 · Miscellaneous | | | | | 66.28 |
| 1014465 · Medical Supplies | | | | | |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Inv# 21054062 Antibiotics/Aplisol/Tylenol/Bandages/Compress' | 157.22 |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Inv# 21008951 Ibuprofen | 38.87 |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Inv# 20993494 Aspirin | 27.88 |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Inv# 21011427 Burn Gel | 15.46 |
| Check | 03/13/2018 | 125298 | McKesson Medical Surgical | Inv# 20996824 Sinus Pain Relief | 14.94 |
| Total 1014465 · Medical Supplies | | | | | 254.37 |
| 1014467 · Crisis Care | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Crisis care medication assistance | 200.00 |
| Total 1014467 · Crisis Care | | | | | 200.00 |
| Total 101CHN · Community Health | | | | | 778.15 |
| 101CVA · Community & Veteran Affairs | | | | | |
| 101CMA · Community Relations | | | | | |
| 1014611 · Education & Training | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Video Source Licensing Fee | 21.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Government Social Media Conference Airfare | 49.30 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Government Social Media Conference Airfare | 116.30 |
| Total 1014611 · Education & Training | | | | | 186.60 |
| 1014617 · Equipment & Furniture | | | | | |
| Check | 03/23/2018 | 125497 | Canteen Refreshment Services | Inv# 525682045 - IWC Water Machine Rental | 29.95 |
| Check | 03/23/2018 | 125507 | Leaf (618-005) | Inv# 8158544 Copier Lease - IWC | 103.00 |
| Total 1014617 · Equipment & Furniture | | | | | 132.95 |
| 1014619 · Office Supplies | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Weekly Action Pad (2) | 48.34 |
| Total 1014619 · Office Supplies | | | | | 48.34 |
| 1014621 · Satellite Office Utilities | | | | | |
| Check | 03/23/2018 | 125498 | Com Ed 010 | Acct# 6997418010 Monthly Charges 2/9-3/12 | 330.80 |
| Total 1014621 · Satellite Office Utilities | | | | | 330.80 |
| 1014623 · Satellite Office Phone & Intrnt | | | | | |
| Check | 03/06/2018 | 125263 | AT&T 697 | Acct# 847 742-8953 697 4 Monthly Charges 2/7 - 3/6 | 96.64 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|-------|------------|--------|-------------------------------------------------|---------------------------------------------------------------------|----------|
| Check | 03/23/2018 | 125499 | Comcast (6276 IWC Internet) | Acct# 8771 20 032 0786276 Monthly Charges | 199.85 |
| | | | Total 1014623 · Satellite Office Phone & Intrnt | | 296.49 |
| | | | 1014627 · Community Affairs | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Black History Month Breakfast (1) | 12.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Community Outreach Meeting Lunch (2) | 30.73 |
| Check | 03/23/2018 | 125513 | Township Officials of Illinois | Township Topics Day Registration - K. Dolan Baumer | 75.00 |
| | | | Total 1014627 · Community Affairs | | 117.73 |
| | | | Total 101CMA · Community Relations | | 1,112.91 |
| | | | 101VET · Veteran Affairs | | |
| | | | 1014705 · Training | | |
| Check | 03/23/2018 | 125509 | NACVSO | Nat'l Assoc of County Veteran Service Officers Membership - Wollock | 30.00 |
| | | | Total 1014705 · Training | | 30.00 |
| | | | Total 101VET · Veteran Affairs | | 30.00 |
| | | | Total 101CVA · Community & Veteran Affairs | | 1,142.91 |
| | | | 101ES · ES - Expenditures | | |
| | | | 1014802 · Equipment | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Hardware (self-taping screws) | 8.24 |
| Check | 03/13/2018 | 125277 | Air One Equipment, Inc. | Inv# 129837 Identification Tags | 197.65 |
| Check | 03/13/2018 | 125277 | Air One Equipment, Inc. | Inv# 130149 Identification Inserts | 23.10 |
| Check | 03/13/2018 | 125283 | Cardiac Science Corporation | Inv# 7311309 AED Batteries (5)/Electrodes (10) | 1,946.61 |
| | | | Total 1014802 · Equipment | | 2,175.60 |
| | | | 1014803 · Uniforms | | |
| Check | 03/20/2018 | 125421 | Bartlett Sports | Inv# 4809 Staff Uniform Shirt (3) | 25.50 |
| | | | Total 1014803 · Uniforms | | 25.50 |
| | | | 1014807 · Miscellaneous | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Station 1 Keyless Lock Annual Subscription Fee | 23.76 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Wall Picture Frame | 36.28 |
| | | | Total 1014807 · Miscellaneous | | 60.04 |
| | | | 1014808 · Education & Training | | |
| Check | 03/06/2018 | 125265 | Illinois Search and Rescue Council | Inv# 18-26 2018 Annual Membership Dues | 50.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Severe Weather Seminar Registration(2) | 80.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Emergency Medical Responder Training Manuals (20) | 2,333.60 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | EMR Text Books (3) | 347.40 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Food for Officers Meeting (9) | 48.14 |
| Check | 03/13/2018 | 125270 | Cindy Kaneshiro | Advanced Severe Weather Seminar Registration (2) | 80.00 |
| Check | 03/20/2018 | 125428 | Nancy Faber | Emergency First Responder Training (23) | 4,219.00 |

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| Type | Date | Num | Name | Memo | Amount |
|---------------------------------------------------|------------|--------|----------------------|--------------------------------------------------------------|-----------|
| Total 1014808 · Education & Training | | | | | 7,158.14 |
| 1014810 · Travel | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Offsite Training Lunch (3) | 40.88 |
| Check | 03/13/2018 | 125272 | Linda Silva | IEMA Symposium Lodging Sept 2017 | 158.20 |
| Total 1014810 · Travel | | | | | 199.08 |
| 1014812 · Volunteer Appreciation | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Event Supplies | 71.05 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Event Supplies | 22.20 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 5.35 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Recognition Gifts (4) | 60.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 28.31 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 6.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 7.92 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 14.53 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Event Entertainment | 200.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Picture Frames for Volunteer Appreciation Event | 16.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 9.99 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Water | 24.44 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Volunteer Appreciation Event Refreshments | 30.70 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Volunteer Appreciation Event | 40.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for Volunteer Appreciation Event | 615.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for extended Call-out of HTES Personnel | 52.80 |
| Check | 03/20/2018 | 125416 | A1 Trophies & Awards | Inv# 11915 Custom Engraved Plaques (3) | 134.85 |
| Total 1014812 · Volunteer Appreciation | | | | | 1,340.12 |
| 1014813 · Vehicle Fuel & Maintenance | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Battery Credit | -8.56 |
| Check | 03/13/2018 | 125294 | Hopkins Ford | R/O# 622345/1 Multi Point Inspection/Oil Change | 36.67 |
| Total 1014813 · Vehicle Fuel & Maintenance | | | | | 28.11 |
| 1014814 · Communications | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Tablet Vehicle Charger | 27.98 |
| Check | 03/23/2018 | 125500 | Comcast (ES) | Acct# 8771 10 083 0226773 Monthly Internet Charges 3/18-4/17 | 157.00 |
| Total 1014814 · Communications | | | | | 184.98 |
| 1014815 · Emergency Ops Center | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Emergency Operations Center Supplies | 72.60 |
| Total 1014815 · Emergency Ops Center | | | | | 72.60 |
| Total 101ES · ES - Expenditures | | | | | 11,244.17 |
| 101ISE · Insurance & Employee Benefits | | | | | |
| 1014503 · General Insurance | | | | | |

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| Type | Date | Num | Name | Memo | Amount |
|----------------------------------------------|------------|--------|-----------------------------------------|----------------------------------------------------------------|-----------|
| Check | 03/20/2018 | 125432 | Illinois Counties Risk Management Trust | Claim# 170105W021 Deductible Due | 888.60 |
| Total 1014503 · General Insurance | | | | | 888.60 |
| 1014513 · Employee Wellness | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Employee Wellness | 76.22 |
| Total 1014513 · Employee Wellness | | | | | 76.22 |
| 1014514 · Employee Recognition | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Employee Appreciation Award | 100.00 |
| Total 1014514 · Employee Recognition | | | | | 100.00 |
| Total 101ISE · Insurance & Employee Benefits | | | | | 1,064.82 |
| 101LEA · Legal & Auditing | | | | | |
| 1014502 · Legal Services | | | | | |
| Check | 03/20/2018 | 125435 | Kopon Airdo, LLC | Inv# 190-0001-24057 Legal Fees - February 2018 | 19,461.35 |
| Total 1014502 · Legal Services | | | | | 19,461.35 |
| Total 101LEA · Legal & Auditing | | | | | 19,461.35 |
| 101MAIN · Facilities Maintenance | | | | | |
| 1014202 · Office Supplies | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Legal Pads | 50.86 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3369336904 Yellow Toner Cartridge | 177.99 |
| Total 1014202 · Office Supplies | | | | | 228.85 |
| 1014205 · Janitorial Supplies | | | | | |
| Check | 03/13/2018 | 125279 | Bade Supply | Inv# 16440 Towels/Toilet Tissue/Kitchen Roll Towels/Can Liners | 571.41 |
| Total 1014205 · Janitorial Supplies | | | | | 571.41 |
| 1014208 · Housekeeping Contract | | | | | |
| Check | 03/13/2018 | 125288 | Custodius Chicago | Inv# 275 Janitorial Service - IWC February | 865.00 |
| Check | 03/13/2018 | 125295 | Imperial Service Systems, Inc | Inv# 112296 Cleaning Services - Town Hall March | 1,069.00 |
| Check | 03/13/2018 | 125295 | Imperial Service Systems, Inc | Inv# 112336 Cleaning Services - Senior Center March | 1,666.00 |
| Check | 03/13/2018 | 125306 | Scrubco | Inv# 8552 Monthly Cleaning - Astor February | 800.00 |
| Total 1014208 · Housekeeping Contract | | | | | 4,400.00 |
| 1014209 · Building Contracts | | | | | |
| Check | 03/13/2018 | 125301 | Orkin Pest Control (IWC) | Inv# 168063858 Pest Control Feb 18 | 66.57 |
| Check | 03/13/2018 | 125302 | Orkin Pest Control (Astor) | Inv# 166490508 Pest Control Feb 18 | 57.06 |
| Check | 03/13/2018 | 125303 | Orkin Pest Control (Senior) | Inv# 166490497 Pest Control Feb 18 | 79.70 |
| Check | 03/13/2018 | 125304 | Orkin Pest Control (Town) | Inv# 1166490518 Pest Control Feb 18 | 69.14 |
| Check | 03/20/2018 | 125446 | Orkin Pest Control (Astor) | Inv# 1166490508 Pest Control March 18 | 57.06 |
| Check | 03/20/2018 | 125447 | Orkin Pest Control (IWC) | Inv# 166490595 Pest Control March 18 | 66.57 |
| Check | 03/20/2018 | 125448 | Orkin Pest Control (Senior) | Inv# 168063763 Pest Control March 18 | 79.70 |

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| Type | Date | Num | Name | Memo | Amount |
|-------------------------------------------------|------------|--------|------------------------------|---------------------------------------------------------|----------|
| Check | 03/20/2018 | 125449 | Orkin Pest Control (Town) | Inv# 168063785 Pest Control March 18 | 69.14 |
| Total 1014209 · Building Contracts | | | | | 544.94 |
| 1014210 · Building Maintenance - Town | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Security Camera System | 577.78 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Security Camera Monitor and mount | 627.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Security System Wall Mount | 37.17 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Security System TV | 104.11 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | HDMI Cable | 42.49 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | HDMI Splitter | 49.96 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Ethernet Switch | 1.24 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Security camera mount - returned | -29.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Drill batteries | 99.00 |
| Check | 03/13/2018 | 125307 | SR Products | Inv# 6575 Cement (7 Gallons) | 917.42 |
| Check | 03/13/2018 | 125307 | SR Products | Tax Exempt | -56.42 |
| Check | 03/23/2018 | 125508 | Menard's- Hanover Park | Inv# 82681 Earplugs/Gloves/Light Bulbs | 82.89 |
| Total 1014210 · Building Maintenance - Town | | | | | 2,453.64 |
| 1014211 · Building Maintenance - Senior | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Kitchen Sink Repair Parts (3) | 38.01 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Securitiy camera monitor and parts for Senior Center | 102.97 |
| Total 1014211 · Building Maintenance - Senior | | | | | 140.98 |
| 1014212 · Building Maintenance - Astor | | | | | |
| Check | 03/20/2018 | 125440 | Menard's- Hanover Park | Inv# 82200 Astor Panic Buttons/Motion Sensor Batteries | 67.03 |
| Total 1014212 · Building Maintenance - Astor | | | | | 67.03 |
| 1014213 · Equipment Maintenance - Town | | | | | |
| Check | 03/13/2018 | 125287 | Cummins NPower, LLC | Inv# F2-5269 Generator Repair | 448.22 |
| Total 1014213 · Equipment Maintenance - Town | | | | | 448.22 |
| 1014214 · Equipment Maintenance - Senior | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Air filters for Senior Center | 78.66 |
| Check | 03/13/2018 | 125284 | Climatemp Service Group, LLC | Inv# S11055 Heating Unit Defective Bearings Replacement | 4,500.00 |
| Total 1014214 · Equipment Maintenance - Senior | | | | | 4,578.66 |
| 1014216 · Equipment Rental | | | | | |
| Check | 03/23/2018 | 125516 | ProxiT Technology Solutions | Computer Replacement (1) | 277.15 |
| Total 1014216 · Equipment Rental | | | | | 277.15 |
| 1014222 · Trash Removal - Town | | | | | |
| Check | 03/13/2018 | 125292 | Groot, Inc. | Acct# 3107-68246 Monthly Charges - March | 365.34 |
| Total 1014222 · Trash Removal - Town | | | | | 365.34 |

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| Type | Date | Num | Name | Memo | Amount |
|-----------------------------------------------|------------|--------|-------------------------|-------------------------------------------------|-----------|
| 1014223 · Trash Removal - Senior | | | | | |
| Check | 03/13/2018 | 125292 | Groot, Inc. | Acct# 3107-61390 Monthly Charges - March | 374.90 |
| Total 1014223 · Trash Removal - Senior | | | | | 374.90 |
| 1014224 · Trash Removal - Astor | | | | | |
| Check | 03/13/2018 | 125292 | Groot, Inc. | Acct# 3107-69323 Monthly Charges - March | 347.29 |
| Total 1014224 · Trash Removal - Astor | | | | | 347.29 |
| 1014225 · Grounds/Reserve Maintenance | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Salt spreader (2) | 413.47 |
| Total 1014225 · Grounds/Reserve Maintenance | | | | | 413.47 |
| 1014228 · Building Maintenance - Izaak | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | IWC Security Camera Monitor & Mount | 86.98 |
| Total 1014228 · Building Maintenance - Izaak | | | | | 86.98 |
| 1014230 · Trash Removal - Izaak | | | | | |
| Check | 03/13/2018 | 125292 | Groot, Inc. | Acct# 3107-54379 Monthly Charges - March | 158.41 |
| Total 1014230 · Trash Removal - Izaak | | | | | 158.41 |
| Total 101MAIN · Facilities Maintenance | | | | | 15,457.27 |
| 101PAN · Pantry | | | | | |
| 1014161 · Utilities | | | | | |
| Check | 03/13/2018 | 125311 | Village of Hanover Park | Acct# 3940-001 Water/Sewer 1/16-2/14 | 46.76 |
| Check | 03/20/2018 | 125426 | Com Ed 016 (Astor) | Acct# 8584152016 Monthly Charges 2/5-3/6 | 549.24 |
| Total 1014161 · Utilities | | | | | 596.00 |
| Total 101PAN · Pantry | | | | | 596.00 |
| 101THE · Town Hall Expense | | | | | |
| 1014402 · Telephone - Town | | | | | |
| Check | 03/23/2018 | 125496 | Call One | Acct# 1211556-1130965 Monthly Charges 3/15-4/14 | 2,092.04 |
| Total 1014402 · Telephone - Town | | | | | 2,092.04 |
| 1014403 · Utilities - Town/Senior | | | | | |
| Check | 03/13/2018 | 125310 | Village of Bartlett | Acct# 51470 Water/Sewer - Town Hall | 15.16 |
| Check | 03/13/2018 | 125310 | Village of Bartlett | Acct# 62447 Water/Sewer - Senior | 24.57 |
| Check | 03/13/2018 | 125310 | Village of Bartlett | Acct# 63818 Water/Sewer - Runzel Reserve | -1.91 |
| Check | 03/20/2018 | 125424 | Com Ed 009 (Snr) | Acct# 7826010009 Monthly Charges 2/2-3/5 | 2,753.17 |
| Check | 03/20/2018 | 125425 | Com Ed 006 (Town) | Acct# 7826009006 Monthly Charges 2/2-3/5 | 649.71 |
| Total 1014403 · Utilities - Town/Senior | | | | | 3,440.70 |
| 1014405 · Internet Access - Town | | | | | |

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| Type | Date | Num | Name | Memo | Amount |
|------------------------------------------------------|------------|--------|------------------------------------------|------------------------------------------------------------------|----------|
| Check | 03/20/2018 | 125420 | AT&T 824 | Acct 253810824 Internet 2/28 - 3/27 | 84.53 |
| Total 1014405 · Internet Access - Town | | | | | 84.53 |
| 1014416 · Equipment Rental - Town | | | | | |
| Check | 03/23/2018 | 125497 | Canteen Refreshment Services | Inv# 525692046 - Town Water Machine Rental | 29.95 |
| Total 1014416 · Equipment Rental - Town | | | | | 29.95 |
| Total 101THE · Town Hall Expense | | | | | 5,647.22 |
| 101TOE · Town Office Expense | | | | | |
| 1014404 · Office Supplies | | | | | |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371727057 Stapler | 15.79 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3369336905 Toner (4) | 295.98 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3369336904 Stapler/Staples/Paper Clips | 25.27 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371727056 Tape | 13.99 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371144992 Ink (4) | 142.36 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3369336903 Toner (4) | 295.98 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3364117571 Label Maker Labels | 57.98 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371727058 Envelopes/Folders/Receipt Book | 102.93 |
| Total 1014404 · Office Supplies | | | | | 950.28 |
| 1014406 · Printing | | | | | |
| Check | 03/23/2018 | 125494 | Braden Interact Business Products (Town) | Inv# 474292 Copy Charges 2/23-3/22 | 233.22 |
| Total 1014406 · Printing | | | | | 233.22 |
| 1014412 · Travel Expenses | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | ILCMA Winter Conference Accomodations/Dinner - (Barr) | 200.13 |
| Check | 03/20/2018 | 125410 | Fischer, Joan L | Mileage Reimbursement | 8.94 |
| Check | 03/20/2018 | 125414 | Imperato, Alexandra M | Mileage Reimbursement | 20.03 |
| Total 1014412 · Travel Expenses | | | | | 229.10 |
| 1014414 · Memberships, Subs & Publication | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | National Labor Relations Association Membership Renewal - Powers | 205.00 |
| Check | 03/20/2018 | 125433 | Illinois Emergency Management Assoc | Inv# 5028 Associate Membership Dues - McGuire | 25.00 |
| Check | 03/20/2018 | 125441 | Metropolitan Township Association | MTA Annual Dues | 3,000.00 |
| Check | 03/23/2018 | 125515 | Village of Bartlett | ID 718 Liquor/Vending License Renewal | 1,270.00 |
| Total 1014414 · Memberships, Subs & Publication | | | | | 4,500.00 |
| 1014424 · Education & Training | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | ILCMA Winter Conference Registration - Barr | 225.00 |
| Total 1014424 · Education & Training | | | | | 225.00 |
| 1014429 · Miscellaneous | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | MTA Planning Meeting Lunch (3) | 36.80 |

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| Type | Date | Num | Name | Memo | Amount |
|------------------------------------------------------|------------|--------|-------------------------------------|---------------------------------------------------------|-----------|
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Meeting Refreshments | 9.15 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | 16x20 Building Photo Prints (4) | 35.20 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Meeting Refreshments | 19.96 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Conference Room Wall Frames (3), Office Wall Frames (3) | 130.87 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Bereavement Flowers | 85.85 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Conference Room Wall Frames (3) | 97.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Bereavement Flowers | 104.79 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | 16x20 Building Photo Print | 11.79 |
| Total 1014429 · Miscellaneous | | | | | 531.41 |
| 1014520 · Consulting | | | | | |
| Check | 03/20/2018 | 125412 | Izaak Walton League - Elgin Chapter | Annual Volunteer & Consulting Services | 1,000.00 |
| Total 1014520 · Consulting | | | | | 1,000.00 |
| 1014530 · Financial Administration | | | | | |
| Check | 03/20/2018 | 125430 | Governmental Accounting, Inc | Inv# 58436 Monthly Contract Billing | 5,028.60 |
| Total 1014530 · Financial Administration | | | | | 5,028.60 |
| 1014534 · Passport Services | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Passport Photo Paper | 265.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Passport Camera | 178.95 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Camera SDHC Memory Card | 7.59 |
| Total 1014534 · Passport Services | | | | | 451.54 |
| 1014535 · Legal Notices | | | | | |
| Check | 03/20/2018 | 125450 | Paddock Publications, Inc | Inv# T4494208 Township Budget Notice | 29.90 |
| Total 1014535 · Legal Notices | | | | | 29.90 |
| 1014592 · Dental, Vision & Life Insurance | | | | | |
| Check | 03/23/2018 | 125502 | Euclid Managers | Cust# 5641581 Dental & Life Premium | 62.41 |
| Total 1014592 · Dental, Vision & Life Insurance | | | | | 62.41 |
| Total 101TOE · Town Office Expense | | | | | 13,241.46 |
| 104ASR · Assessor's Division | | | | | |
| 1044405 · Office Supplies | | | | | |
| Check | 03/13/2018 | 125308 | Staples | Inv# 3369781004 Tape/Hi Liter/Pencil/Supplies | 79.55 |
| Total 1044405 · Office Supplies | | | | | 79.55 |
| 1044411 · Equipment | | | | | |
| Check | 03/13/2018 | 125308 | Staples | Inv# 3369891003 Surge Protector / Battery Backup | 105.95 |
| Total 1044411 · Equipment | | | | | 105.95 |
| 1044415 · Dues, Subs & Publications | | | | | |

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| Type | Date | Num | Name | Memo | Amount |
|-------------------------------------------------|------------|--------|------------------------------------------|--------------------------------------------|----------|
| Check | 03/20/2018 | 125445 | Notary Public Association | Notary Registration - C Christopher | 74.00 |
| Total 1044415 · Dues, Subs & Publications | | | | | 74.00 |
| Total 104ASR · Assessor's Division | | | | | 259.50 |
| 109YFS · Youth & Family Services | | | | | |
| 109ADM · Administration & Clinical | | | | | |
| 1094608 · Salaries | | | | | |
| Check | 03/20/2018 | 125434 | Job Giraffe | Inv# H 00226811 Part Time Temp Help | 616.69 |
| Check | 03/20/2018 | 125434 | Job Giraffe | Inv# H 00226979 Part Time Temp Help | 622.05 |
| Check | 03/20/2018 | 125434 | Job Giraffe | Inv# H 00227050 Part Time Temp Help | 595.24 |
| Check | 03/23/2018 | 125505 | Job Giraffe | Inv# H 00227062 Part Time Temp Help | 466.54 |
| Total 1094608 · Salaries | | | | | 2,300.52 |
| 1094611 · Education & Training | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | ILAPT Annual Clinical Training-N Gonzalez | 318.77 |
| Total 1094611 · Education & Training | | | | | 318.77 |
| 1094612 · Consulting Fees | | | | | |
| Check | 03/23/2018 | 125506 | Michael Kelly | Consulting Fees | 300.00 |
| Total 1094612 · Consulting Fees | | | | | 300.00 |
| 1094614 · Printing | | | | | |
| Check | 03/20/2018 | 125436 | Kwik Print | Inv# 61761 Business Cards - M. Avila | 42.00 |
| Check | 03/23/2018 | 125493 | A1 Trophies & Awards | Inv# 12114 Name Badges (3) | 23.97 |
| Check | 03/23/2018 | 125494 | Braden Interact Business Products (Town) | Inv# 474292 Copy Charges 2/23-3/22 | 105.19 |
| Total 1094614 · Printing | | | | | 171.16 |
| 1094616 · Books & Journals | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Banner printing refund | -287.29 |
| Total 1094616 · Books & Journals | | | | | -287.29 |
| 1094619 · Office Supplies | | | | | |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371727057 Wastebasket/Mouse Pad | 53.05 |
| Total 1094619 · Office Supplies | | | | | 53.05 |
| 1094621 · Recruitment and Pre Employment | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Therapist Position Posting (NPO) | 75.00 |
| Check | 03/20/2018 | 125418 | Alexian Bros Corporate Health Services | Inv# 647839 Employee Physicals/Drug Screen | 124.00 |
| Total 1094621 · Recruitment and Pre Employment | | | | | 199.00 |
| 1094623 · Travel | | | | | |
| Check | 03/13/2018 | 125271 | Low, Karen | Mileage Reimbursement February | 51.23 |
| Check | 03/23/2018 | 125490 | Parquette, John | Mileage Reimbursement - January 2018 | 41.42 |

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| Type | Date | Num | Name | Memo | Amount |
|------------------------------------------------------|------------|--------|-----------------------------|--------------------------------------------|----------|
| Check | 03/23/2018 | 125490 | Parquette, John | Mileage Reimbursement - February 2018 | 44.69 |
| Check | 03/23/2018 | 125490 | Parquette, John | Mileage Reimbursement - March thru 3.13.18 | 38.15 |
| Total 1094623 · Travel | | | | | 175.49 |
| 1094626 · Equipment & Furniture | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | iCloud Storage Monthly Fee - January | 0.99 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | iCloud Storage Monthly Fee - Feburary | 0.99 |
| Check | 03/23/2018 | 125516 | ProxiT Technology Solutions | Computer Replacements (6) | 1,488.44 |
| Total 1094626 · Equipment & Furniture | | | | | 1,490.42 |
| 1094629 · Dues & Subscriptions | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | 2018 AITCOY Membership dues | 75.00 |
| Total 1094629 · Dues & Subscriptions | | | | | 75.00 |
| 1094692 · Dental, Vision & Life Insurance | | | | | |
| Check | 03/20/2018 | 125443 | NCPERS | Billing# 57850318 Monthly Premium | 16.00 |
| Total 1094692 · Dental, Vision & Life Insurance | | | | | 16.00 |
| Total 109ADM · Administration & Clinical | | | | | 4,812.12 |
| 109OUT · Outreach & Prevention | | | | | |
| 1094627 · Open Gym Program. | | | | | |
| Check | 03/23/2018 | 125488 | Baig, Sumara | Service Project Supplies | 27.62 |
| Check | 03/23/2018 | 125511 | School District U-46 | Open Gym Spring Break Facility Rentals (4) | 434.96 |
| Total 1094627 · Open Gym Program. | | | | | 462.58 |
| 1094644 · Travel | | | | | |
| Check | 03/13/2018 | 125274 | Teachout, Amanda A | Mileage Reimbursement February | 98.10 |
| Total 1094644 · Travel | | | | | 98.10 |
| 1094652 · Substance Abuse Prevention Prog | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Snowball Mid Year Training snacks | 54.34 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Tefft Snowball Event Supplies | 6.99 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Confetti Poppers for Tefft Snowball Event | 25.78 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Tefft Snowball Event Supplies | 10.54 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Tefft Snowball Event Supplies | 120.92 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Snowball Mid Year Training Breakfast | 11.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Snowball Mid Year Training Lunch (9) | 123.94 |
| Total 1094652 · Substance Abuse Prevention Prog | | | | | 353.51 |
| Total 109OUT · Outreach & Prevention | | | | | 914.19 |
| Total 109YFS · Youth & Family Services | | | | | 5,726.31 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|--------------------------------------------|------------|--------|-----------------------------|---------------------------------------------------------------|-----------|
| Total 1014 · Town Fund - Expenditures | | | | | 88,318.31 |
| 1104 · Senior Center - Expenditures | | | | | |
| 1104ADM · Administration | | | | | |
| 1104523 · Recruitment | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | C-HOPE Therapist Position Posting (Idealist) | 90.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | C-HOPE Therapist Position Posting (NPO) | 75.00 |
| Total 1104523 · Recruitment | | | | | 165.00 |
| 1104527 · Equipment | | | | | |
| Check | 03/13/2018 | 125296 | Leaf (618-003) | Inv# 8180515 Postage Machine Lease | 87.00 |
| Check | 03/13/2018 | 125297 | Leaf (618-008) | Inv# 8180519 Lower Level Copier | 107.50 |
| Check | 03/20/2018 | 125438 | Leaf (618-007) | Inv# 8204421 Color Copier Lease | 343.95 |
| Check | 03/23/2018 | 125492 | Accurate Office Supply Co | Inv# 436867 Printer | 128.53 |
| Check | 03/23/2018 | 125516 | ProxiT Technology Solutions | Computer Replacements (5) | 1,385.75 |
| Total 1104527 · Equipment | | | | | 2,052.73 |
| 1104528 · Office Supplies | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Envelopes | 16.49 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Gift Shoppee Thank You Cards (reimbursed by Senior Committee) | 51.96 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Front Desk Film | 44.45 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Miscellaneous Event Cards | 19.98 |
| Check | 03/13/2018 | 125273 | Sposito, Florence M | Social Services Sign Velcro | 26.04 |
| Check | 03/13/2018 | 125276 | Accurate Office Supply Co | Inv# 435218 Wall Sign Holder/Tape/Cardholder | 187.21 |
| Check | 03/20/2018 | 125460 | Accurate Office Supply Co | Inv# 436431 Copy Paper/Rubberbands/Markers | 151.08 |
| Check | 03/23/2018 | 125492 | Accurate Office Supply Co | Inv# 436867 Envelopes | 7.54 |
| Total 1104528 · Office Supplies | | | | | 504.75 |
| 1104529 · Postage | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Theatre Tickets Mailing | 6.65 |
| Check | 03/13/2018 | 125289 | FP Mailing Solutions | CIN# 106000576475 Postage Refill | 1,000.00 |
| Total 1104529 · Postage | | | | | 1,006.65 |
| 1104535 · Travel | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | IPRA Conference Lodging/Meals - Zbrzezny | 374.58 |
| Check | 03/13/2018 | 125313 | Mondragon, Diana | Mileage Reimbursement | 18.37 |
| Total 1104535 · Travel | | | | | 392.95 |
| 1104539 · Miscellaneous | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Police Report for accident on 1/23/18 | 13.00 |
| Total 1104539 · Miscellaneous | | | | | 13.00 |
| Total 1104ADM · Administration | | | | | 4,135.08 |
| 1104NUT · Nutrition | | | | | |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|--------------------------------------|------------|--------|-------------------------|--------------------------------------|----------|
| 1105550 · Congregate Salaries | | | | | |
| Check | 03/20/2018 | 125419 | All Team Staffing | Inv# 10-22000922 Part Time Temp Help | 781.31 |
| Check | 03/20/2018 | 125419 | All Team Staffing | Inv# 10-22000886 Part Time Temp Help | 828.76 |
| Check | 03/23/2018 | 125491 | All Team Staffing | Inv# 10-22000959 Part Time Temp Help | 559.16 |
| Total 1105550 · Congregate Salaries | | | | | 2,169.23 |
| 1105551 · Congregate Food | | | | | |
| Check | 03/06/2018 | 125267 | Perri {1}, Marilyn | Congregate Food | 80.38 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for Café Service | 16.52 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for Café | 74.50 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02799737 Congregate Food | 16.64 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02801450 Congregate Food | 18.83 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02802781 Congregate Food | 111.83 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02803477 Congregate Food | 16.33 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | CREDIT 2769250 | -56.35 |
| Check | 03/13/2018 | 125291 | Gordon Food Service | Inv# 184246927 Congregate Food | 25.06 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001631226 Congregate Food | 15.27 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001633249 Congregate Food | 16.40 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001634426 Congregate Food | 40.70 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02803924 Congregate Food | 75.18 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02804899 Congregate Food | 176.40 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02806180 Congregate Food | 22.13 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02807341 Congregate Food | 21.93 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02809867 Congregate Food | 22.85 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02811624 Congregate Food | 95.05 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | CREDIT Inv# 00374870 | -36.45 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001635369 Congregate Food | 11.15 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001636324 Congregate Food | 25.45 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001637463 Congregate Food | 77.65 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02811966 Congregate Food | 46.95 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02815448 Congregate Food | 38.25 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02812298 Congregate Food | 83.53 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184149453 Congregate Food | 816.76 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184246925 Congregate Food | 25.06 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184246927 Congregate Food | 25.06 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184312876 Congregate Food | 437.71 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184469129 Congregate Food | 751.65 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001643696 Congregate Food | 19.60 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001645917 Congregate Food | 16.34 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2815965 Congregate Food | 119.85 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2816927 Congregate Food | 101.90 |
| Check | 03/23/2018 | 125504 | Highland Baking Company | Inv# 1647055 Congregate Food | 12.97 |
| Check | 03/23/2018 | 125504 | Highland Baking Company | Inv# 1647967 Congregate Food | 37.47 |
| Total 1105551 · Congregate Food | | | | | 3,400.55 |
| 1105553 · Congregate Supplies | | | | | |
| Check | 03/06/2018 | 125267 | Perri {1}, Marilyn | Congregate Supplies | 3.21 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|--------------------------------------------|------------|--------|-------------------------|----------------------------------------|--------|
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02801450 Congregate Supplies | 12.13 |
| Check | 03/13/2018 | 125299 | Mickey's Linen | Inv# 7056002 Congregate Supplies | 22.21 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02803924 Congregate Supplies | 12.13 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02804899 Congregate Supplies | 24.25 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02810592 Congregate Supplies | 40.08 |
| Check | 03/20/2018 | 125442 | Mickey's Linen | Inv# 7057066 Congregate Supplies | 22.21 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02812298 Congregate Supplies | 39.93 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184149453 Congregate Supplies | 42.82 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184312876 Congregate Supplies | 87.86 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184469129 Congregate Supplies | 85.59 |
| Check | 03/20/2018 | 125442 | Mickey's Linen | Inv# 7058104 Congregate Supplies | 22.21 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2815965 Congregate Supplies | 24.25 |
| Total 1105553 · Congregate Supplies | | | | | 438.88 |
| 1105554 · Training | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food Safety Certification - Perri | 210.00 |
| Total 1105554 · Training | | | | | 210.00 |
| 1105555 · Recruitment | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Line Cook Position Posting (Craigslis) | 45.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Line Cook Position Posting (Poached) | 49.00 |
| Total 1105555 · Recruitment | | | | | 94.00 |
| 1105558 · Home Delivered Meals Food | | | | | |
| Check | 03/06/2018 | 125267 | Perri {1}, Marilyn | HDM Food | 88.49 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for HDM | 74.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for Café | 20.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Food for HDM | 20.00 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02799737 HDM Food | 16.64 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02801450 HDM Food | 18.82 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02802781 HDM Food | 111.82 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02803477 HDM Food | 16.32 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | CREDIT 373646 | -46.10 |
| Check | 03/13/2018 | 125291 | Gordon Food Service | Inv# 184246927 HDM Food | 25.06 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001631226 HDM Food | 15.70 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001633249 HDM Food | 16.40 |
| Check | 03/13/2018 | 125293 | Highland Baking Company | Inv# 0001634426 HDM Food | 40.69 |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | CREDIT 373646 | -22.00 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02803924 HDM Food | 75.17 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02804899 HDM Food | 176.40 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02806180 HDM Food | 22.13 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02807341 HDM Food | 21.92 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02809867 HDM Food | 22.85 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02811624 HDM Food | 95.05 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | CREDIT Inv# 00374870 | -36.45 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001635369 HDM Food | 11.15 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001636324 HDM Food | 25.45 |

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March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|------------------------------------------------|------------|--------|-------------------------|---------------------------------------|-----------|
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001637463 HDM Food | 77.65 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02811966 HDM Food | 46.95 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02815448 HDM Food | 38.25 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02812298 HDM Food | 83.52 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184149453 HDM Food | 816.75 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184246925 HDM Food | 25.06 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184246927 HDM Food | 25.06 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184312876 HDM Food | 437.70 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184469129 HDM Food | 751.64 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001643696 HDM Food | 19.60 |
| Check | 03/20/2018 | 125431 | Highland Baking Company | Inv# 0001645917 HDM Food | 16.33 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2815965 HDM Food | 119.85 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2816927 HDM Food | 101.90 |
| Check | 03/23/2018 | 125504 | Highland Baking Company | Inv# 1647055 HDM Food | 12.96 |
| Check | 03/23/2018 | 125504 | Highland Baking Company | Inv# 1647967 HDM Food | 37.47 |
| Total 1105558 · Home Delivered Meals Food | | | | | 3,420.70 |
| 1105560 · Home Delivered Meals Supplies | | | | | |
| Check | 03/13/2018 | 125290 | Get Fresh Produce, Inc | Inv# 02801450 HDM Supplies | 12.12 |
| Check | 03/13/2018 | 125299 | Mickey's Linen | Inv# 7056002 HDM Supplies | 22.20 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02803924 HDM Supplies | 12.12 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02804899 HDM Supplies | 24.25 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02810592 HDM Supplies | 40.07 |
| Check | 03/20/2018 | 125442 | Mickey's Linen | Inv# 7057066 HDM Supplies | 22.20 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02812298 HDM Supplies | 39.92 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184149453 HDM Supplies | 42.81 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184312876 HDM Supplies | 87.86 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184469129 HDM Supplies | 85.59 |
| Check | 03/20/2018 | 125442 | Mickey's Linen | Inv# 7058104 HDM Supplies | 22.20 |
| Check | 03/23/2018 | 125503 | Get Fresh Produce, Inc | Inv# 2815965 HDM Supplies | 24.25 |
| Total 1105560 · Home Delivered Meals Supplies | | | | | 435.59 |
| 1105561 · Event Catering | | | | | |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02797465 GALA Event Catering | 438.55 |
| Check | 03/20/2018 | 125429 | Get Fresh Produce, Inc | Inv# 02802653 GALA Event Catering | 176.45 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184312876 GALA Event Catering | 948.81 |
| Total 1105561 · Event Catering | | | | | 1,563.81 |
| Total 1104NUT · Nutrition | | | | | 11,732.76 |
| 1104SOC · Social Services | | | | | |
| 1104510 · Satellite Programming | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Veterans Lunch at IWCR (25) | 292.75 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Candy for candy bingo at IWCR | 55.92 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Supplies for Dessert with Devora | 19.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Pizza for pizza and movie @ IWCR (15) | 64.84 |

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| Type | Date | Num | Name | Memo | Amount |
|---------------------------------------|------------|--------|---------------------------|------------------------------------------------------------------|----------|
| Total 1104510 · Satellite Programming | | | | | 433.01 |
| 1104515 · Programming | | | | | |
| Check | 03/06/2018 | 125268 | Streamwood Park District | Senior Exercise Class Instruction July 17 - Jan 18 | 1,450.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Gift Shoppe Chairs (2) - Reimbursed by Senior Committee | 185.96 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Paczki's for 2/13/18 Center Party (120) | 224.55 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Evening Pizza and Music Program (30) | 195.85 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Hamilton Outtrip Driver Lunch | 11.07 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Block Museum Driver Lunch | 7.84 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Walking Fit DVD | 14.23 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Popcorn for movies | 39.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Movie for pizza and movie | 4.99 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Candy for out trips | 41.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Billiards supplies | 21.45 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Decorations for Mardi Gras Party | 181.64 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Mah Jongg Cards | 54.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Gift cards for Mardi Gras Party (reimbursed by Senior Committee) | 200.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Program supplies | 16.45 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Deposit for out trip (56) | 200.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Evanston History Center Entry fee (19) | 95.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Auto show tickets (20) | 140.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Netflix Monthly subscription fee | 15.99 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Storage bins for yoga supplies | 43.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Lyric Opera House backstage tour Deposit (11) | 82.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | 5/16 Coach Bus Deposit (reimbursed by Senior Committee) | 272.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Starved Rock Final payment for out trip (52) | 1,025.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Trip Escort lunch for out trip | 7.83 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Pizza for pizza and movie (35) | 263.55 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Prairiemoon Out TripLunch (27) | 509.76 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Pizza for pizza and movie (35) | 256.04 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Lunch for out trip (22) | 341.35 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Payment for Limo for evening out trip | 432.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Remaining balance for out trip (25) | 435.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Payment for out trip tickets (15) | 127.50 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Gala Refreshment Supplies | 22.22 |
| Check | 03/13/2018 | 125276 | Accurate Office Supply Co | Inv# 435218 Coffee/Creamer/Tea/Sugar/SweetnLow | 285.63 |
| Check | 03/20/2018 | 125456 | Tranquility Yoga Studio | Muscle Tension Release Class Supplies 3/7/18 | 82.16 |
| Check | 03/20/2018 | 125460 | Accurate Office Supply Co | Inv# 436431 Coffee Cups/Creamer | 87.81 |
| Check | 03/20/2018 | 125461 | Dance Alternatives, Inc. | Inv# HP022018 Line Dance Classes - February | 150.00 |
| Check | 03/20/2018 | 125464 | Gordon Food Service | Inv# 184469129 Programming | 44.40 |
| Check | 03/23/2018 | 125492 | Accurate Office Supply Co | Inv# 436867 Refreshments | 35.96 |
| Check | 03/23/2018 | 125492 | Accurate Office Supply Co | Credit 436791 | -22.95 |
| Total 1104515 · Programming | | | | | 7,582.74 |
| 1104516 · Social Services | | | | | |
| Check | 03/13/2018 | 125269 | Megan Conway | Memory Support Group Refreshments | 9.99 |
| Check | 03/20/2018 | 125460 | Accurate Office Supply Co | Inv# 436431 Binders/Dividers | 9.48 |

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| Type | Date | Num | Name | Memo | Amount |
|-------------------------------------------|------------|--------|------------------------------------------|----------------------------------------------------|----------|
| Check | 03/23/2018 | 125492 | Accurate Office Supply Co | Inv# 436867 Dividers | 7.51 |
| Total 1104516 · Social Services | | | | | 26.98 |
| 1104520 · Volunteer Services | | | | | |
| Check | 03/06/2018 | 125260 | Lawrence Boquist | Home Delivered Meals Mileage Reimbursement | 66.60 |
| Check | 03/06/2018 | 125261 | Steve Gibson | Home Delivered Meals Mileage Reimbursement | 40.33 |
| Check | 03/06/2018 | 125262 | Steve Maly | Home Delivered Meals Mileage Reimbursement | 21.53 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Adopt a Senior Donor Recognition Plaques | 231.14 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Senior Committee Workshop Lunch (13) | 147.65 |
| Check | 03/13/2018 | 125314 | William Riccio | Home Delivered Meals Mileage Reimbursement | 34.88 |
| Check | 03/13/2018 | 125315 | James Trybus | Home Delivered Meals Mileage Reimbursement | 25.62 |
| Check | 03/13/2018 | 125316 | Charles Valerio | Home Delivered Meals Mileage Reimbursement | 33.79 |
| Check | 03/13/2018 | 125317 | Joanne Watson | Home Delivered Meals Mileage Reimbursement | 50.69 |
| Check | 03/20/2018 | 125411 | Janet Hauk | Home Delivered Meals Mileage Reimbursement | 39.59 |
| Check | 03/20/2018 | 125411 | Janet Hauk | Home Delivered Meals Mileage Reimbursement | 128.08 |
| Check | 03/20/2018 | 125415 | Dorothy Archer | Home Delivered Meals Mileage Reimbursement | 65.51 |
| Check | 03/20/2018 | 125453 | Dale Rankin | Home Delivered Meals Mileage Reimbursement | 101.13 |
| Check | 03/20/2018 | 125454 | Phil Roth | Home Delivered Meals Mileage Reimbursement | 68.13 |
| Check | 03/20/2018 | 125463 | Verify FIRM Systems (xhtsse) | Inv# 11207881-IN Background Checks | 32.00 |
| Total 1104520 · Volunteer Services | | | | | 1,086.67 |
| 1104532 · Visual Arts | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Project Stock photos fee | 198.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Visual Arts supplies | 29.13 |
| Check | 03/13/2018 | 125281 | Blick Art Materials | Inv# 9067886 Art Supplies | 20.52 |
| Check | 03/20/2018 | 125413 | Krall, Marianne | Art Supplies | 40.30 |
| Check | 03/20/2018 | 125422 | Blick Art Materials | Inv# 9087168 Art Pencils/Brushes/Pastels | 153.42 |
| Check | 03/20/2018 | 125459 | Luanne Widzisz | Yoga Retreat Craft Supplies | 94.04 |
| Check | 03/20/2018 | 125422 | Blick Art Materials | Inv# 9136443 Art Supplies | 13.90 |
| Total 1104532 · Visual Arts | | | | | 549.31 |
| 1104560 · Psychiatric Services | | | | | |
| Check | 03/13/2018 | 125278 | Alexian Bros. Behavioral Health Hospital | Acct# 36809A15182 C-Hope Psychiatric Services | 78.62 |
| Total 1104560 · Psychiatric Services | | | | | 78.62 |
| Total 1104SOC · Social Services | | | | | 9,757.33 |
| 1104TRN · Transportation | | | | | |
| 1104513 · Alternate Transportation | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Alternate Transportation invoice #110430 & #110495 | 220.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Alternate Transportation invoice #110526 | 110.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Alternate Transportation invoice #110571 | 110.00 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Alternate Transportation invoice #110604 | 110.00 |
| Total 1104513 · Alternate Transportation | | | | | 550.00 |
| 1104518 · Vehicle Maintenance | | | | | |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|-----------------------------------------------|------------|--------|----------------------------------------|------------------------------------------------------------|-----------|
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Extra keys for new bus #141 | 7.64 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | USB Cables for bus drivers tablets | 17.98 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Auto-replenishment for IPASS transponders for buses | 42.75 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Auto-replenishment for IPASS transponders for buses | 40.00 |
| Check | 03/13/2018 | 125300 | O'Reilly Auto Parts | Inv# 3421-171399 Wiper Fluid | 19.16 |
| Check | 03/23/2018 | 125495 | Complete Fleet Services Inc. | Inv# 15641 Bus 140 Safety Lane Inspection/Oil Change/Oil | 384.29 |
| Check | 03/23/2018 | 125495 | Complete Fleet Services Inc. | Inv# 15666 Bus 127 Tow/Lift Repair/Engine Compartment Fuse | 578.19 |
| Check | 03/23/2018 | 125514 | Valvoline | Inv# 4453 Wiper Blades | 28.88 |
| Total 1104518 · Vehicle Maintenance | | | | | 1,118.89 |
| 1104549 · Recruitment | | | | | |
| Check | 03/20/2018 | 125417 | Alexian Bros Corporate Health Services | Inv# 64616 Employee Physicals/Drug Screen | 92.00 |
| Total 1104549 · Recruitment | | | | | 92.00 |
| Total 1104TRN · Transportation | | | | | 1,760.89 |
| Total 1104 · Senior Center - Expenditures | | | | | 27,386.06 |
| 2024 · Welfare Services - Expenditures | | | | | |
| 2024ADM · Administration | | | | | |
| 2024202 · Office Supplies | | | | | |
| Check | 03/13/2018 | 125308 | Staples | Credit for Inv 3369336908 | -18.99 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371144991 Laminator/Post Its | 54.08 |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3369891005 Copy Paper/Manila Folders | 116.46 |
| Total 2024202 · Office Supplies | | | | | 151.55 |
| 2024204 · Equipment | | | | | |
| Check | 03/06/2018 | 125266 | Leaf (618-006) | Inv# 8158545 Copier Lease | 290.07 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Office Humidifier | 34.99 |
| Check | 03/23/2018 | 125516 | ProxiT Technology Solutions | Computer Replacements (3) | 831.45 |
| Total 2024204 · Equipment | | | | | 1,156.51 |
| 2024210 · Printing | | | | | |
| Check | 03/06/2018 | 125264 | Braden Interact Business Products (WS) | Inv# 470209 Copy Charges 1/28- 2/27 | 107.49 |
| Total 2024210 · Printing | | | | | 107.49 |
| 2024213 · Community Affairs / Misc | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Astor Avenue Wellness Event Refreshments | 21.96 |
| Total 2024213 · Community Affairs / Misc | | | | | 21.96 |
| 2024507 · Professional Services | | | | | |
| Check | 03/13/2018 | 125309 | Verify Firm Systems (XHANGA) | Inv# 1207867-IN Background Check | 96.00 |
| Total 2024507 · Professional Services | | | | | 96.00 |
| 2024509 · Volunteer Appreciation | | | | | |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|-----------------------------------------------------|------------|--------|----------------------------|------------------------------------------------|----------|
| Check | 03/13/2018 | 125275 | A1 Trophies & Awards | Inv# 11990 Volunteer Name Badge | 7.99 |
| Total 2024509 · Volunteer Appreciation | | | | | 7.99 |
| Total 2024ADM · Administration | | | | | 1,541.50 |
| 2024HOM · Home Relief | | | | | |
| 2024103 · Utilities | | | | | |
| Check | 03/06/2018 | 4694 | Com Ed | Utility Assistance | 90.00 |
| Check | 03/09/2018 | 4696 | Squire Village | Utility Assistance | 6.77 |
| Check | 03/09/2018 | 4697 | Com Ed | Utility Assistance | 77.00 |
| Total 2024103 · Utilities | | | | | 173.77 |
| 2024105 · Personal Essentials | | | | | |
| Check | 03/06/2018 | 4695 | Walmart | Personal Essentials March 2018 | 150.00 |
| Total 2024105 · Personal Essentials | | | | | 150.00 |
| Total 2024HOM · Home Relief | | | | | 323.77 |
| Total 2024 · Welfare Services - Expenditures | | | | | 1,865.27 |
| 3034 · Road Maintenance - Expenditures | | | | | |
| 3034ADM · Administration | | | | | |
| 3034709 · Uniforms & Safety Equipment | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Winter Weather Gear (10) | 389.60 |
| Check | 03/13/2018 | 125280 | Bartlett Sports | Inv# 4808 Uniform Shirt | 34.00 |
| Total 3034709 · Uniforms & Safety Equipment | | | | | 423.60 |
| 3034711 · Utilities | | | | | |
| Check | 03/20/2018 | 125427 | Com Ed 000 & 048 (R&B) | Acct# 0657043000 Monthly Charges 2/8 - 3/9 | 24.42 |
| Total 3034711 · Utilities | | | | | 24.42 |
| 3034712 · Miscellaneous | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | Lunch for drivers during snow storm (7) | 33.56 |
| Total 3034712 · Miscellaneous | | | | | 33.56 |
| Total 3034ADM · Administration | | | | | 481.58 |
| 3034ROD · Road Maintenance | | | | | |
| 3034602 · Operating Supplies & Materials | | | | | |
| Check | 03/13/2018 | 125286 | Continental Weather Svc | Inv# 16673 Monthly Weather Forecasting - March | 150.00 |
| Total 3034602 · Operating Supplies & Materials | | | | | 150.00 |
| 3034606 · Engineering | | | | | |
| Check | 03/13/2018 | 125312 | W-T Civil Engineering, LLC | Inv# CE18010-1 Permit - Lot 46 Driveway | 500.00 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|---------------------------------------------------|------------|--------|---------------------------------------|------------------------------------------------|------------|
| Total 3034606 · Engineering | | | | | 500.00 |
| 3034607 · Contract Work | | | | | |
| Check | 03/23/2018 | 125517 | Hanover Park Community Bank | Rolling Knolls Pavement Rehabilitation Project | 280,740.00 |
| Total 3034607 · Contract Work | | | | | 280,740.00 |
| 3034610 · Street Lighting | | | | | |
| Check | 03/13/2018 | 125285 | Com Ed 051 | Acct# 5619024051 Monthly Charges 2/2 - 3/5 | 32.14 |
| Total 3034610 · Street Lighting | | | | | 32.14 |
| Total 3034ROD · Road Maintenance | | | | | 281,422.14 |
| 303EQM · Equipment | | | | | |
| 3034608 · Equipment Purchase | | | | | |
| Check | 03/23/2018 | 125489 | Motorola Solutions, Inc. | Starcom Radio System and Installation | 38,618.45 |
| Total 3034608 · Equipment Purchase | | | | | 38,618.45 |
| 3034609 · Maintenance Vehicles & Equip | | | | | |
| Check | 03/13/2018 | 125282 | Bonnell Industries, Inc | Inv# 0179025-IN Flange Lock Nuts | 112.40 |
| Check | 03/13/2018 | 125300 | O'Reilly Auto Parts | Inv# 3421-170026 Wiper Fluid | 88.29 |
| Check | 03/13/2018 | 125300 | O'Reilly Auto Parts | Inv# 3421-171553 License Plate Bracket | 17.44 |
| Check | 03/13/2018 | 125305 | Preventative Maintenance Systems, Inc | Inv# 13244 Plow Cable Repair | 1,135.95 |
| Total 3034609 · Maintenance Vehicles & Equip | | | | | 1,354.08 |
| Total 303EQM · Equipment | | | | | 39,972.53 |
| Total 3034 · Road Maintenance - Expenditures | | | | | 321,876.25 |
| 5054 · Mental Health - Expenditures | | | | | |
| 5054ADM · Administration | | | | | |
| 5054014 · Equip / Database | | | | | |
| Check | 03/23/2018 | 125512 | Staples | Inv# 3371727058 Printer | 79.99 |
| Total 5054014 · Equip / Database | | | | | 79.99 |
| 5054538 · Miscellaneous | | | | | |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | MHB Meeting Refreshments | 11.43 |
| Check | 03/09/2018 | CC Feb | JP Morgan Chase | MHB Meeting Dinner (8) | 96.24 |
| Total 5054538 · Miscellaneous | | | | | 107.67 |
| Total 5054ADM · Administration | | | | | 187.66 |
| 5054COM · Community Resource Center | | | | | |
| 5054210 · Utilities | | | | | |
| Check | 03/20/2018 | 125444 | Nicor (MHB 823) | Acct# 84-67-77-1000 Monthly Charges 2/12-3/13 | 627.25 |
| Check | 03/23/2018 | 125471 | Com Ed 019 (MHB) | Acct# 6992134019 Monthly Charges 2/7-3/8 | 300.12 |
| Check | 03/23/2018 | 125476 | Groot, Inc (114943) | Inv# 967086 Monthly Charges 3/1-3/31 | 72.63 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|--------------------------------------------------|------------|--------|-------------------------------------------|-----------------------------------------------------|-----------|
| Check | 03/23/2018 | 125487 | Village of Streamwood Water Billing Dept. | Acct# 105-0062-00-1000053 Monthly Charges 1/17-2/15 | 25.58 |
| Total 5054210 · Utilities | | | | | 1,025.58 |
| 5054213 · Janitorial | | | | | |
| Check | 03/23/2018 | 125485 | JaniKing | Inv# 03180274 Monthly Cleaning - March | 414.00 |
| Total 5054213 · Janitorial | | | | | 414.00 |
| 5054250 · Building Maintenance | | | | | |
| Check | 03/23/2018 | 125486 | Fox Valley Fire & Safety | Inv# IN00152780 Security Monitoring March | 75.00 |
| Total 5054250 · Building Maintenance | | | | | 75.00 |
| 5054286 · Agency Support Services | | | | | |
| Check | 03/23/2018 | 125472 | Windstream | Inv# 69747240 Monthly Phone Charges | 763.71 |
| Check | 03/23/2018 | 125475 | Comcast (MHB 823) | Acct 8771 10 084 0485823 Monthly Charges 3/2-4/1 | 163.93 |
| Check | 03/23/2018 | 125477 | Pure Health Solutions, Inc | Inv# 8176356 Water Machine Rental | 60.50 |
| Total 5054286 · Agency Support Services | | | | | 988.14 |
| Total 5054COM · Community Resource Center | | | | | 2,502.72 |
| 5054SVC · Service Contracts | | | | | |
| 5054128 · RENZ Outpatient | | | | | |
| Check | 03/23/2018 | 125481 | Renz Addiction Counseling Center | Outpatient Services Oct-Jan 2018 | 2,122.47 |
| Check | 03/23/2018 | 125481 | Renz Addiction Counseling Center | Outpatient Services Feb 2018 | 2,206.71 |
| Total 5054128 · RENZ Outpatient | | | | | 4,329.18 |
| 5054130 · Northwest Casa | | | | | |
| Check | 03/23/2018 | 125479 | Northwest CASA | Sexual Assault Intervention - February 2018 | 721.00 |
| Total 5054130 · Northwest Casa | | | | | 721.00 |
| 5054138 · Contract Support Services | | | | | |
| Check | 03/23/2018 | 125465 | Kenneth Young Center | Emergency Funding | 25,000.00 |
| Check | 03/23/2018 | 125468 | Launch Digital Marketing | Inv# 28089 MHB Website Design | 815.00 |
| Check | 03/23/2018 | 125468 | Launch Digital Marketing | Inv# 27780 MHB Website Design | 2,445.00 |
| Total 5054138 · Contract Support Services | | | | | 28,260.00 |
| 5054165 · Alexian Bros - Outpatient Psych | | | | | |
| Check | 03/23/2018 | 125484 | Alexian Brothers Center for Mental Health | Outpatient Psychiatric Services - February 2018 | 741.46 |
| Total 5054165 · Alexian Bros - Outpatient Psych | | | | | 741.46 |
| 5054166 · PADS of Elgin | | | | | |
| Check | 03/23/2018 | 125469 | PADS of Elgin | Emergency Shelter Program Jan-Mar | 1,250.00 |
| Total 5054166 · PADS of Elgin | | | | | 1,250.00 |

Hanover Township Board Audit Report

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|---------------------------------------------------|------------|--------|-----------------------------------------|------------------------------------------------------------|-----------|
| 5054172 · Little City In-Home Respite | | | | | |
| Check | 03/23/2018 | 125480 | Little City Foundation | In Home Respite - February 2018 | 985.00 |
| Total 5054172 · Little City In-Home Respite | | | | | 985.00 |
| 5054177 · Staff Development Grant Fund | | | | | |
| Check | 03/23/2018 | 125473 | Catholic Charities | Staff Development Grant - Adult Protection Conference | 1,800.00 |
| Total 5054177 · Staff Development Grant Fund | | | | | 1,800.00 |
| 5054179 · Challenge Grant Fund | | | | | |
| Check | 03/23/2018 | 125483 | Easter Seals DuPage & Fox Valley Region | Nutrition Services- February 2018 | 1,500.50 |
| Total 5054179 · Challenge Grant Fund | | | | | 1,500.50 |
| 5054180 · Capital Grant Fund | | | | | |
| Check | 03/23/2018 | 125469 | PADS of Elgin | Capital Funding - Commercial Water Heater | 7,157.14 |
| Check | 03/23/2018 | 125470 | Shelter, Inc | Capital Funding - Online Fundraising Subscription | 2,000.00 |
| Total 5054180 · Capital Grant Fund | | | | | 9,157.14 |
| 5054201 · Journeys Hope Center | | | | | |
| Check | 03/23/2018 | 125482 | Journey from PADS to HOPE | Hope Counseling Center - February 2018 | 99.00 |
| Total 5054201 · Journeys Hope Center | | | | | 99.00 |
| Total 5054SVC · Service Contracts | | | | | 48,843.28 |
| Total 5054 · Mental Health - Expenditures | | | | | 51,533.66 |
| 8084 · Capital Projects - Expenditures | | | | | |
| 8084415 · Senior Center Improvements | | | | | |
| Check | 03/20/2018 | 125455 | Taylor Rental | Contract# 02-254301-04 Senior Tile Project Hose&Pump | 218.88 |
| Check | 03/20/2018 | 125455 | Taylor Rental | Contract# 02-254312-03 Senior Tile Project Chipping Hammer | 68.20 |
| Total 8084415 · Senior Center Improvements | | | | | 287.08 |
| 8084420 · Izaak Walton Ctr Improvements | | | | | |
| Check | 03/20/2018 | 125439 | Marchese and Sons, Inc | Inv# 106847 IWC Land Survey and Title (3 Parcels) | 2,600.00 |
| Total 8084420 · Izaak Walton Ctr Improvements | | | | | 2,600.00 |
| 8084425 · Building & Perm Improvements | | | | | |
| Check | 03/20/2018 | 125423 | CDW Government, Inc | Inv# LVT4001 Phone Wall Mount Bracket (5) | 120.00 |
| Check | 03/20/2018 | 125452 | ProxiT Technology Solutions | Inv# 19158 POE Switch/Phone System Brackets | 1,081.69 |
| Check | 03/23/2018 | 125510 | ProxiT Technology Solutions | Inv# 19068 Phone System Installation/Programming | 8,500.00 |
| Total 8084425 · Building & Perm Improvements | | | | | 9,701.69 |
| Total 8084 · Capital Projects - Expenditures | | | | | 12,588.77 |

**Hanover Township
Board Audit Report**

March 6 - 26, 2018

| Type | Date | Num | Name | Memo | Amount |
|-------|------|-----|------|------|-------------------|
| TOTAL | | | | | <u>550,672.30</u> |

- 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, Moinuddin, and Martinez, and Supervisor McGuire. Absent: Trustee Benoit (attending a funeral).

Other Elected Official present was Assessor Smogolski.

Others present included Administrator James Barr, Youth & Family Services Director John Parquette, Facilities & Road Maintenance Director Steve Spejcher, Community Health Director Kristen Smith, Mental Health Board Manager Kristen Vana, Senior Services Director Tracey Colagrossi, Emergency Services Director Bill Burke, Community & Government Relations Director Tom Kuttnerberg, Welfare Services Director Mary Jo Imperato, Attorney Mark Kimzey, students from Streamwood High School Civics classes, Village of Streamwood Trustee Mike Baumer, Streamwood Park District Executive Director Dennis Stein, and representatives from R/B Youth Foundation and the Hostmark Hospitality Group.
- 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. The Board recognized R/B Youth Foundation for contributing to the Township Holiday programs.
 - B. Representatives from Goodtime Music were not present, but were recognized for donations during the Holiday season.
 - C. Hostmark Hospitality Group was recognized by the Board for donations during the holidays to the Food Pantry.
- V. Reports
 - A. Supervisor McGuire thanked Director Imperato and Veterans Affairs for this evening's successful Veterans Honor Roll Dinner. He noted that Emergency Services is working on the fifth annual conference to be held in April; registrations are starting to come in for the event.
 - B. Clerk Dolan Baumer reported that she attended the Hoffman Estates Chamber's Mayor's Breakfast. She also reported that a couple of people have shown interest in being moderator this year at the annual town meeting, and is looking to the Board for candidates. The Streamwood Park District will be hosting a job fair for their seasonal employees on March 14 and 15, 28 and 29. The Streamwood Woman's Club Annual Flower Show will be held on April 9 and tickets are available. Finally, she reported on the ground breaking for the water lines from Lake Michigan to Bartlett that she attended earlier today.
 - C. Assessor Smogolski offered no report.
 - D. Trustee Liaison Committee Reports: No reports offered.
- VI. Bill Paying: Mr. Barr presented the bills from February 20 to March 5, 2018 for review and approval by the Board. A motion was made by Trustee Moinuddin and seconded by Trustee

Martinez to approve the bills as follows.

| | | |
|----|---------------------|---------------------|
| a. | Town | \$50,260.32 |
| b. | Senior Center | 33,420.47 |
| c. | Welfare Services | 18,620.29 |
| d. | Road Maintenance | 33,647.99 |
| e. | Mental Health Board | 44,313.95 |
| f. | Retirement | 0.00 |
| g. | Vehicle | 200.00 |
| h. | Capital | <u>95,819.03</u> |
| | Total All Funds | <u>\$276,282.05</u> |

Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid

VII. Unfinished Business: None was discussed.

VIII. New Business

- A. Meeting Minutes of February 20, 2018: Clerk Dolan Baumer presented the meeting minutes of February 20, 2018 for review and approval. A motion was made by Trustee Essick to approve the meeting minutes of February 20, 2018 as presented, with a second by Trustee Martinez. Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of February 20 2018: A motion was made by Trustee Martinez to approve the executive session minutes of February 20, 2018, with a second by Trustee Moinuddin. Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- C. Consideration of Board Workshop Dates: Discussion was held regarding the remaining 2018 (Breakfast with the Board) Saturday Workshops (June 2, October 6, and December 1), specifically whether or not to cancel them due to dwindling attendance. After discussion, while the Board and Elected Officials thought the premise of holding the Breakfast with the Board was good, they too are seeing the numbers drop. Perhaps we should look at another format, fewer times per year... The Board directed staff to survey area boards to see how their attendance is, what format they have, and if they are promoting it differently that may result in a larger attendance.

IX. Executive Session: No motion to go into Executive Session was made.

X. Other Business: Mr. McGuire surveyed the Board regarding moving the March 21 meeting; the result was that the meeting would be held on March 21 and he would connect via teleconference. Director Kuttentberg is preparing a YouTube video on the township, including all aspects of it, from the Izaak Walton Center, to Streamwood Park District, area fire departments, and other facilities and activities. Administrator Barr reported on the Mental Health Housing initiative, noting that it would be going before the Elgin City council for zoning approval (first and second readings) this month. There has been a delay in the funding source, but other opportunities are open for interim discussion. Voucher discussions are being held with the City and we see no delays there. Thanks to Director Kuttentberg for being available for questions by the Council.

XI. Adjournment: There being no further business to come before this Board, a motion to

adjourn at 7:21 p.m. was made by Trustee Essick and seconded by Trustee Martinez followed by a roll call vote. Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer

Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, Assessor
Senior Services, Welfare Services, Y&F Services, Community & Veterans Affairs

RESOLUTION _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN HANOVER TOWNSHIP AND COOK COUNTY RELATING TO THE ROLLING KNOLLS PAVEMENT REHABILITATION PROJECT

BE IT RESOLVED by the Supervisor and Board of Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: The Intergovernmental Agreement (the "Agreement") between Hanover Township (the "Township") and the County of Cook (the "County") to determine and establish their respective responsibilities toward construction, construction engineering, funding, and maintenance relative to the rehabilitation of roadways in the Rolling Knolls subdivision in unincorporated Hanover Township, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

INTERGOVERNMENTAL AGREEMENT

THE COUNTY OF COOK

PAVEMENT REHABILITATION

At Various Roadways

In Rolling Knolls Subdivision

Hanover Township 2017 MFT Project

Township Section: 17-09122-00-RS

HANOVER TOWNSHIP

This **Intergovernmental Agreement** (the "Agreement") is entered into this ____ day of _____, 2018, by and between the County of Cook (the "County"), a body corporate and politic of the State of Illinois, acting by and through its Department of Transportation and Highways; and Hanover Township (the "Township"), a body corporate and politic of the State of Illinois. The County and the Township are sometimes referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, the Parties, in order to facilitate the free flow of traffic and ensure safety to pedestrians, residents and the motoring public, wish to make roadway improvements at various locations within the Township, including the Rolling Knolls subdivision in unincorporated Hanover Township (the "Project"); and

WHEREAS, the Project, as proposed, will consist of pavement rehabilitation and other improvements, including pulverization, preparation of base, removal and disposal of unsuitable material, hot-mix asphalt binder course, hot-mix asphalt surface course, grading and shaping ditches, culvert removal and replacement, driveway pavement removal and replacement, landscape and shoulder restoration, butt joints, traffic control and other attendant highway appurtenances; and

WHEREAS, the Project is designated as Township section number 17-09122-00-RS; and

WHEREAS, the Parties by this instrument desire to determine and establish their respective responsibilities toward construction and construction engineering, funding and maintenance of the Project as proposed; and

WHEREAS, the County by virtue of its powers as set forth in the Counties Code, 55 ILCS 5/1-1 *et seq.*, and the Illinois Highway Code, 605 ILCS 5/1-101 *et seq.*, is authorized to enter into this Agreement; and

WHEREAS, the Township by virtue of its powers as set forth in the Township Code, 60 ILCS 1/1-1-1 *et seq.*, is authorized to enter into this Agreement; and

WHEREAS, a cooperative Intergovernmental Agreement is appropriate and such an Agreement is authorized under Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

NOW, THEREFORE, in consideration of the aforementioned recitals and the mutual covenants contained herein, the Parties hereto agree as follows:

SECTION 1. FINANCES

- 1.1 County's Financial Obligations. The County is not responsible for and shall not pay any costs related to carrying out and/or completion of the Project.
- 1.2 Township's Financial Obligations. The Township agrees to pay all construction and construction engineering costs for the Project.
- 1.3 Computation of Construction Engineering Costs. It is mutually agreed to by the Parties hereto that construction engineering costs shall be computed as 5% of actual construction costs.
- 1.4 Payment of Construction Engineering Costs. Within sixty (60) calendar days after completion of the Project, the Township shall pay the County an amount equal to 5% of actual construction costs for the provision of construction engineering services for the Project.
- 1.5 Cost Estimates
 - 1.5.1 It is mutually agreed to by the Parties hereto that the estimated cost to the Township is \$611,089.00 for construction costs and \$30,554.00 (5% of construction costs) for construction engineering, for a total estimated cost of \$641,643.00.
 - 1.5.2 It is mutually agreed to by the Parties hereto that the total estimated cost to the County for the Project is \$0.00.
 - 1.5.3 A Funding Breakdown is incorporated into this Agreement and attached hereto as Exhibit A. The Funding Breakdown is only an estimate and does not limit the financial obligations of the Township as described in this Agreement.
- 1.6 Use of MFT Funds for Construction Costs
 - 1.6.1 Township Motor Fuel Tax (MFT) funds will be used toward construction costs for the Project.
 - 1.6.2 Approximately \$330,350.00 is currently available within the Township's MFT account overseen by the County. In order to ensure full funding for the Project, the Township shall deposit an additional amount of no less than \$280,740.00 into its MFT account prior to April 15, 2018 to initiate Procurement Letting Proceedings.
 - 1.6.3 In the event that actual construction costs exceed the final estimate and the amount of funds available in the Township's MFT account, the Township agrees to pay for the excess costs by depositing additional local road funds into its MFT account within sixty (60) calendar days after substantial completion of the Project and final inspection.
 - 1.6.4 100% of local funds deposited into the Township's MFT account by the Township will be used toward payment of construction costs. Any allocated, but unspent, Project funds will remain in the Township's MFT account for future MFT-eligible expenses.

- 1.6.5 All deposits of local funds into the Township's MFT account shall be made by a cashier's check and to include the Project Township Section Number 17-09122-00-RS. The check shall be made payable to Cook County Department of Transportation and Highways and mailed to the attention of:

Cook County Department of Transportation and Highways
ATTN: John Yonan, Superintendent
George W. Dunne Cook County Office Building
69 W. Washington Str., Suite 2400
Chicago, Illinois 60602

- 1.7 Payment to Construction Contractor. Payments to the construction contractor shall be made by the County using funds withdrawn by the County from the Township's MFT account. Payments shall be made no more frequently than on a monthly basis.

SECTION 2. COUNTY'S RESPONSIBILITIES

- 2.1 Construction. The County shall advertise and receive bids, award the contract(s), provide construction engineering, inspections and cause the Project to be constructed in accordance with the Project plans and specifications.
- 2.2 Coordination with the Township. The County shall grant the Township and its agents all reasonable rights of inspection (including pre-final and final inspection) during the progress of work included in the Project. The Parties shall work cooperatively to address and resolve any issues with construction or the performance of construction engineering services.
- 2.3 Notification of Final Inspection. The County shall provide no less than fourteen (14) calendar days' advance notice to the Township prior to final inspection of the Project.

SECTION 3. TOWNSHIP'S OBLIGATIONS

- 3.1 Township's Identifier. The Township shall include Township section number 17-09122-00-RS on all Project-related correspondence, plans, invoices and documents.
- 3.2 Public Notification of Project. The Township shall coordinate and control public notification of the Project scope, timing and duration.
- 3.3 County Access. The Township shall grant and consent to any and all permits, rights of access (ingress and egress) and temporary use of its property and right of way within Project limits to the County, without charge to the County. Any permit for rights of access and/or temporary use of any of the Township's property shall not be unreasonably withheld by the Township.
- 3.4 Right of Way Acquisition. The Township shall acquire at its sole expense any right of way or utility easements (permanent and temporary) required for construction of the Project pursuant to the approved plans and specifications.
- 3.5 Final Inspection. Both Parties shall participate in the final inspection of the Project, with the date of the final inspection to be determined by the County, subject to the notice provisions set forth in Section 2.3 of this Agreement. The Township shall not cause a condition that would unreasonably delay the final inspection. The Township shall submit final punch list items at least seven (7) days prior to the final inspection date as determined by the County.

3.6 Maintenance

3.6.1 As used herein, the terms “maintenance” or “maintain” mean keeping the facility being maintained in good and sufficient repair and appearance. Such maintenance includes the full responsibility for the construction, removal, and replacement of the maintained facility when needed.

3.6.2 Upon completion of the Project, the Township shall maintain or cause to be maintained those portions of the improvements under its established jurisdictional authority.

3.7 Construction Assistance. A representative from the Township shall attend the pre-construction conference and be available for any other construction meetings as needed.

SECTION 4. GENERAL PROVISIONS

4.1 Recitals. The introductory recitals included at the beginning of this Agreement are agreed to and incorporated into this Agreement.

4.2 Governing Law and Venue. It is agreed that the laws of the State of Illinois shall apply to this Agreement and that, in the event of litigation, venue shall lie in Cook County, Illinois.

4.3 Termination of Agreement. This Agreement terminates upon completion of the Project. Notwithstanding the foregoing, the Parties hereto agree that the provisions of Sections 1.4, 1.6, 1.7, and 3.6 shall survive termination of the Agreement, unless expressly terminated by the Parties in a writing signed by both Parties.

4.4 Default. The failure by the County or the Township to seek redress for violation of or to insist upon strict performance of any condition or covenant of this Agreement shall not constitute a waiver of any such breach or subsequent breach of such covenants, terms, conditions, rights and remedies. No provision of this Agreement shall be deemed waived by the County or Township unless such provision is waived in writing.

4.5 Modification. This Agreement may only be modified by a written instrument executed by duly authorized representatives of both Parties.

4.6 Compliance with Laws, Rules and Regulations. The Parties shall at all times observe and comply with all laws, ordinances, rules or regulations of the Federal, State, County and local governments, as amended from time to time, which may in any manner affect the performance of this Agreement.

4.7 Binding Successors. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and approved assigns.

4.8 Force Majeure. Neither Party shall be liable for any delay or non-performance of its obligations caused by any contingency beyond its control, including but not limited to acts of God, war, civil unrest, labor strikes or walkouts, fires, or natural disasters.

4.9 Time Is of the Essence. The obligations of the Parties as set forth in this Agreement shall be performed in a timely manner such that it will not result in a delay of the Project timetable as determined by the Parties.

- 4.10 Notices. Unless otherwise specified, all written reports, notices and other communications related to this Agreement shall be in writing and shall be personally delivered or mailed via first class, certified or registered U.S. Mail to the following persons at the following addresses:

TO THE COUNTY:

Mr. John Yonan, P.E.
Superintendent
Cook County Department of Transportation and Highways
69 West Washington Street, 24th Floor
Chicago, IL 60602

TO HANOVER TOWNSHIP:

Mr. Brian McGuire
Hanover Township Supervisor
Hanover Township
250 S. Route 59
Bartlett, IL 60103

- 4.11 Severability. If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term.
- 4.12 Entire Agreement. This Agreement constitutes the complete and exclusive statement of the agreement of the Parties relative to the subject matter hereof and supersedes all previous oral and written proposals, negotiations, representations or understandings concerning such subject matter.
- 4.13 Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which shall be deemed one and the same instrument.
- 4.14 Section Headings. The descriptive headings used in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions hereof.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK

IN WITNESS WHEREOF, the County and Township have caused this Agreement to be executed by their respective officials on the dates as shown.

EXECUTED BY COUNTY:

EXECUTED BY
HANOVER TOWNSHIP

Toni Preckwinkle
President
Cook County Board of Commissioners

Brian McGuire
Hanover Township Supervisor
Hanover Township

This ____ day of _____ A.D. 2018.

This ____ day of _____ A.D. 2018.

ATTEST: _____
County Clerk

ATTEST: _____
Township Clerk

(SEAL)

(SEAL)

RECOMMENDED BY:

APPROVED AS TO FORM:
Kimberly M. Foxx, State's Attorney

John Yonan, P.E.
Superintendent
Cook County
Department of Transportation and Highways

Assistant State's Attorney

EXHIBIT A

Funding Breakdown

| ITEM | TOTAL ESTIMATED COST | *TOWNSHIP SHARE | COUNTY SHARE |
|--------------------------|-------------------------------------|----------------------------|-------------------------|
| Construction | \$611,089.00 | *\$611,089.00 | \$0 |
| Construction Engineering | \$30,554.00 | *\$30,554.00 | \$0 |
| TOTAL | \$641,643.00 | *641,643.00 | \$0 |

* Township share is described in Sections 1.2 and 1.3.

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD
RELATIVE TO THE C-HOPE PROGRAM**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of Senior Mental Health Services (C-Hope Program) (the “Contract”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

SECTION FIVE: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2019**

This Contract made this 1st day of April, 2018 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 30, 2018, recommended the allocation of a sum not to exceed \$42,000 to be paid to the Hanover Township in consideration of the provision of Senior Mental Health Services (C-Hope Program).
- B. Hanover Township has adopted its FY 2019 Budget and Appropriation Ordinance appropriating said \$42,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

| | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

HANOVER TOWNSHIP

By _____
Chairperson

By: _____
Township Supervisor

Attest:

Attest:

Secretary

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Senior Services
Program: Senior Mental Health Services (C-Hope Program)
FY 19 Funding Total: \$42,000**

| Quarterly Fund Disbursements | Amount |
|-------------------------------------|---------------|
| 04/01/2018 – 06/30/2018 | \$10,500 |
| 07/01/2018 – 09/30/2018 | \$10,500 |
| 10/01/2018 – 12/31/2018 | \$10,500 |
| 01/01/2019– 03/31/2019 | \$10,500 |

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD
RELATIVE TO THE PROVISION OF CLINICAL INTERVENTIONIST**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of a Clinical Interventionist (the “Contract”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

SECTION FIVE: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2019**

This Contract made this 1st day of April, 2018 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 30, 2018, recommended the allocation of a sum not to exceed \$50,000 to be paid to the Hanover Township in consideration of the provision of Clinical Interventionist.
- B. Hanover Township has adopted its FY 19 Budget and Appropriation Ordinance appropriating said \$50,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

| | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

**Reimbursement Rates
Hanover Township Youth and Family Services
Program: Clinical Interventionist
FY 19 Funding Total: \$50,000**

| Quarterly Fund Disbursements | Amount |
|-------------------------------------|---------------|
| 04/01/2018 – 06/30/2018 | \$12,500 |
| 07/01/2018 – 09/30/2018 | \$12,500 |
| 10/01/2018 – 12/31/2018 | \$12,500 |
| 01/01/2019 – 03/31/2019 | \$12,500 |

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD
RELATIVE TO THE PROVISION OF ALTERNATIVE TO SUSPENSION PROGRAM**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of the Alternative Suspension Program (the “Contract”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

SECTION FIVE: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2019**

This Contract made this 1st day of April, 2018 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 30, 2018, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of Alternative to Suspension Program.
- B. Hanover Township has adopted its FY 2019 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

| | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

HANOVER TOWNSHIP

By _____
Chairperson

By: _____
Township Supervisor

Attest:

Attest:

Secretary

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Youth and Family Services
Program: Alternative to Suspension
FY 19 Funding Total: \$25,000**

| Quarterly Fund Disbursements | Amount |
|-------------------------------------|---------------|
| 04/01/2018 – 06/30/2018 | \$6,250 |
| 07/01/2018 – 09/30/2018 | \$6,250 |
| 10/01/2018 – 12/31/2018 | \$6,250 |
| 01/01/2019 – 03/31/2019 | \$6,250 |

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD
RELATIVE TO THE PROVISION OF BILINGUAL THERAPIST**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of a Bilingual Therapist (the “Contract”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

SECTION FIVE: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

C E R T I F I C A T I O N

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services:
Challenge (New Program) Funding
FY 2019**

This Contract made this 1st day of April, 2018 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on February 27, 2018, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of the Bilingual Therapist.
- B. Hanover Township has adopted its FY 2019 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

| | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

HANOVER TOWNSHIP

By _____
Chairperson

By: _____
Township Supervisor

Attest:

Attest:

Secretary

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Youth and Family Services
Program: Bilingual Therapist
FY 19 Funding Total: \$25,000**

| Quarterly Fund Disbursements | Amount |
|-------------------------------------|---------------|
| 04/01/2018 – 06/30/2018 | \$6,250 |
| 07/01/2018 – 09/30/2018 | \$6,250 |
| 10/01/2018 – 12/31/2018 | \$6,250 |
| 01/01/2019 – 03/31/2019 | \$6,250 |

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD
RELATIVE TO THE PROVISION OF PSYCHIATRIC BACK-UP SERVICES**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of psychiatric back-up services (the “Contract”), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

SECTION FIVE: REPEALER. All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Resolution are hereby repealed to the extent they are inconsistent with this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 27, 2018

APPROVED: March 27, 2018

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance _____, enacted on March 27, 2018, and approved on March 27, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2019**

This Contract made this 1st day of April, 2018 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 30, 2018, recommended the allocation of a sum not to exceed \$9,000 to be paid to the Hanover Township in consideration of the provision of psychiatric back-up services.
- B. Hanover Township has adopted its FY 19 Budget and Appropriation Ordinance appropriating said \$9,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Purchase of Services (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board On its services rendered to Hanover Township residents on a form substantially similar to the Purchase of Services Form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by funding through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:
 - A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.

- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

| | |
|--------------------------------------|--------------------------|
| Hanover Township Mental Health Board | Hanover Township |
| 250 South Route 59 | 250 South Route 59 |
| Bartlett, Illinois 60103 | Bartlett, Illinois 60103 |
| Attention: Chairperson | Attention: Supervisor |
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15. A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
- B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
- B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

| <u>Psychiatric Service</u> | <u>Cost</u> |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Initial Evaluation with Independent Contractor's Psychiatrist | \$300.00 per hour |
| Follow-up visit with Independent Contractor's Psychiatrist | \$160.00 per follow up visit for Referred Patients not attending with a parent and/or guardian |
| | \$235.00 per follow up visit for a minor or disabled Referred Patient attending with a parent and/or guardian |

In the event a Referred Patient misses an appointment with Independent Contractor and fails to cancel said appointment at least 24 hours before the scheduled appointment, the Independent Contractor may bill said Referred Patient an amount not to exceed \$55.00. However, in no event shall the Township be liable for paying any fees and/or charges attributable to any missed appointments.

Attachment A-1

Purchase of Service Report

| | | | |
|---------------------------------|--------------------------------------------|----------------|--------------------------------|
| Agency: | Hanover Township Youth and Family Services | | |
| Address: | 250 | S. | Route 59 Bartlett, IL 60103 |
| Program: | 505-4136 Psychiatric Services | | |
| Period: | Oct 2017 | Status: | Approved |
| Client: | 284 | | |
| New Client?: | No | | |
| City of Residence: | Streamwood | | |
| Street Name: | xxxx | | |
| Ethnicity: | Hispanic | | |
| Gender: | Female | | |
| Age: | 13-17 years | | |
| Service Unit: | Follow Up w Family | | |
| Service Unit Rate: | \$235.00 | | |
| Number of Service Units: | 1.00 | Amount: | \$235.00 |

Purchase of Service Reports must be submitted in order to receive payment for services provided. Please use a client number associated with each client.



240 S. Illinois Route 59, Bartlett, Illinois 60103

Approved: _____

Annual Meeting of the Township of Hanover
Tuesday, April 10, 2018 – 7:00 p.m.

A G E N D A

- I. Call to Order
- II. Presentation of the Colors 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. Public Comment
- VIII. Acceptance of Minutes of the 2017 Annual Town Meeting
- IX. Presentation of Annual Financial Statements by the Supervisor
- X. Certification of Accounts by Trustees
- XI. Presentation of Department Reports
- XII. Consideration of Disposition of Township Surplus Property
- 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 7:00 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.



TO: Hanover Township Board
FROM: James C. Barr, Township Administrator
BY: Izabela Szymanska
DATE: March 23, 2018
SUBJECT: Recommendation for Selection of FY 18 Township Auditor

Township Administration, in conjunction with the Township accounting firm Governmental Accounting Inc. sought quotes from three qualified independent auditing firms to conduct the Township's FY 2018 financial audit of the Town, General Assistance, Senior, Mental Health, and Road Maintenance funds. Currently the Township utilizes the services of Tighe, Kress, & Orr however according to the Governmental Finance Officers Association it is preferred to change audit firms every five years to avoid the appearance of bias in governmental audits.

The purpose of the selected auditor is to issue an unbiased opinion on the Township's governmental activities of each major fund and the aggregate remaining fund information that collectively comprise the Township's basic financial statements. The table below reflects the quoted prices from each firm to provide the above stated services:

| Auditing Firm | FY 2018 Cost |
|----------------------|---------------------|
| Mack & Associates | \$11,500 |
| Eder, Casella & Co. | \$12,000 |
| Sikich LLP | \$14,625 |

Of the three firms, staff recommends selection of Mack & Associates. This firm provided a quote that was 4.4% lower than Eder, Casella & Co as well as 27.2% lower than Sikich LLP, and will provide a very similar end product. Mack & Associates is based in Morris, Illinois and has extensive experience in governmental auditing. The firm has provided similar audits for Maine Township and Oswego Township and regularly conducts audits for counties, townships, municipalities, school districts and other special districts.

For more information regarding the scope of services, please see the attached documentation. If you have any questions or if you would like additional information concerning this recommendation, please contact Township Administrator James Barr via email at jbarr@hanover-township.org.

**Bid Proposal for
Hanover Township**

**Fiscal Years Ending
March 31, 2018
with options for 2019 and 2020**

116 E. Washington Street
Suite One
Morris, Illinois 60450



Phone: (815) 942-3306
Fax: (815) 942-9430
www.mackcpas.com

CERTIFIED PUBLIC ACCOUNTANTS



116 E. Washington Street
Suite One
Morris, Illinois 60450

Phone: (815) 942-3306
Fax: (815) 942-9430
www.mackcpas.com

TAWNYA R. MACK, CPA
LAURI POPE, CPA
ERICA BLUMBERG, CPA
TREVOR DEBELAK, CPA
MATT MELVIN
CHRIS CHRISTENSEN
STEPHANIE HEISNER

CERTIFIED PUBLIC ACCOUNTANTS

February 12, 2018

Hanover Township
James Howard
250 S. Route 59
Bartlett, IL 60103-1648

Dear Mr. Howard:

Mack & Associates P.C. is pleased to introduce our firm and submit the following bid proposal for auditing services to the Hanover Township, Illinois for year ending March 31, 2018, with options for 2019 and 2020. As outlined in the following proposal, we prove that our experienced staff will be committed to providing the highest quality of service.

This proposal illustrates why Mack & Associates, P.C. is qualified to serve as the external auditors for the Hanover Township. Mack & Associates, P.C. is a local firm that is dedicated to providing clients with small firm attention and large firm experience.

Having over 20 years of experience performing audits, I am confident my staff and I are the best suited to be of service to you within the required time frame. All accountants and CPAs on staff are qualified to perform audits and each staff member has met the continuing professional education requirements prescribed by Government Auditing Standards to enhance our proficiency to perform audits.

As accounting and auditing standards are changing, requirements for public accountants are increasing. We participate in on-going peer reviews to ensure we are compliant with all regulations.

Mack & Associates, P.C. will audit the Hanover Township's financial statements for the year ending March 31, 2018, with options for 2019 and 2020. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (as established by the American Institute of Certified Public Accountants, including the standards stated in the AICPA publication *Audits of State and Local Governmental Units*). We will prepare the Comprehensive Annual Financial Report and other deliverables as required by the due dates outlined in the attached proposal.

Detailed Proposal

Independence

Standards require that we be without bias with respect to your operations. Our firm is independent of the Hanover Township as defined by auditing standards generally accepted in the United States of America and the U.S. General Accounting Offices (GAO) *Governmental Auditing Standards*.

Since Mack & Associates, P.C. is required to follow GAO independence standards mentioned in the previous paragraph, any prior relationships would not constitute any conflicts of interest relative to performing the proposed audit. In addition, Mack & Associates, P.C. shall give the Hanover Township written notice of any relevant professional relationships entered into during the period of this agreement.

License to Practice in Illinois

Mack & Associates, P.C. is licensed to practice in the State of Illinois, under license number 060-010554. In addition, all key professional staff assigned are properly licensed.

Firm History

Our firm was founded by Marvin Smith in 1965. Marvin's son, Tim, continued to serve the community as TJ Smith & Associates where, now owner, Tawnya Mack began working in 1998. In 2003, Tawnya took ownership of the firm and now operates as Mack & Associates, P.C. Tawnya is a certified public accountant, a member of the American Institute of Certified Public Accountants (AICPA), the Illinois Certified Public Accountant's Society (ICPAS) and is licensed in the State of Illinois.

Professional Staff

The proposed engagement team will consist of one Partner, one Senior Manager, one In-charge, and staff accountants as needed. Please see the resume section, **Exhibit A**, of our proposal for detailed information about key partner and supervisory personnel.

Quality Control

To ensure quality, Mack & Associates, P.C. is subject to a Peer Review of our audits every three years. Mack & Associate's review organization is Phillips & Associates, CPA's, P.C. in Bloomington, Illinois. Attached is our most recent peer review report which was completed in 2015, with a pass rating. Our next peer review is scheduled for May 2018.

Continuing Professional Education

All personnel assigned to the engagement have completed continuing professional education (CPE) requirements. This includes CPE specific to governmental audits. Personnel have also attended in-house training specific to auditing requirements. Throughout the past few years, team members have completed classes in the following audit areas: Governmental Report Review, Documenting and Reviewing Field Work, Auditor's Risk Assessment Process, Governmental Accounting & Auditing, Materiality, Sampling, Tests of Controls and have attended the annual ICPAS Government Conference.

Continuity

In order to provide an efficient work environment, Mack & Associates, P.C. stresses the importance of strong client relationships to our employees. Mack & Associates, P.C.'s auditing staff works year-round to ensure that our clients are building quality and continuous relationships with their engagement team. Mack & Associates, P.C. also encourages to employees to become familiar with all clients in case of absence of a teammate. This also applies if and when a teammate needs to be replaced. Since all engagement employees are involved in classes, seminars and in-house training; qualifications and skills are comparable.

Audit Approach

Mack & Associates, P.C. takes a risk-based approach to auditing. Our firm has invested in auditing software and training, which provides the staff with the most up-to-date knowledge and guidelines for each of our audits.

Prior to the fiscal year end, preliminary audit work will include assessment of risks and documentation of internal controls, and will consist primarily of inquiries and interviews of the Hanover Township staff. Based on the results of these procedures, we will identify risk areas and develop a detailed audit testing plan specific to the Hanover Township. During this phase, we will request certain financial reports from staff in order to assist in planning of our audit procedures. We intend to complete this phase of the audit remotely, via email and phone correspondence.

Account analysis and other detailed audit procedures will be performed by the entire engagement staff during audit fieldwork, and will consist of analytical procedures and examinations of supporting documentation in order to verify year-end account balances and significant transactions during the year under audit.

Proposed Timing of Services (Pending Receipt of Financial Statements)

The following proposed timing of services shall be completed by auditor no later than the date indicated and addressed in the request for proposal. Exact dates shall be agreed upon at the beginning of each annual audit.

- Items needed listing: prior to March 31st
- Preliminary work and testing: April/May
- Audit fieldwork and testing: June
- Submission of draft reports: June/July
- Delivery of all final reports to Township: July
- Board Audit Presentation: July

Audit Deliverables

Deliverable reports will include the following:

- 7 bound copies and one searchable pdf of the comprehensive annual financial report (CAFR), including Auditors' opinion on the financial statements
- 7 copies and one searchable pdf of the Auditors' Management report on internal accounting control and on opportunities to improve operational effectiveness and efficiency that were noted during the audit
- Copies and electronic filing of the Annual Financial Report (AFR) for the State Comptroller's Office
- 1 copy of the auditors' adjusting journal entries.
- Any and all reports/documents required under auditing standards either at the time of entering into the contract for services with the Township of subsequent thereof.

Mack & Associates, P.C. will print and prepare copies of the CAFR, AFR and management report for the Township.

Current Engagements (Continued)

Village

Village of Braceville
Village of Carbon Hill
Village of Dwight
Village of East Brooklyn
Village of Emington
Village of Essex
Village of Gardner
Village of Godley
Village of Lisbon
Village of Newark
Village of Seneca
Village of South Wilmington
Village of Verona

Current Engagements (Continued)

School District/Educational

Allen-Otter Creek CCSD 65
Ball-Chatham CUSD 5
Coal City CUSD 1
Cornell CCSD 426
Earlville CUSD 9
Grundy Co. Special Education Cooperative
LaSalle/Putnam Co. Educational Alliance for Special Education
Mazon-Verona-Kinsman District 2C
Miller Township CCSD 210
Minooka Community High School District 111
Morris Elementary School District 54
Morris Community High School District 101
Newark CCSD 66
Newark Community High School District 18
Odell CCSD 435
Riverton CUSD 14
Sandwich CUSD 430
Saratoga CCSD 60C
Southern Will Co. Cooperative for Special Education
Summit Hill CUSD 141
Three Rivers Education for Employment System
Wilco Area Career Center
Wilmington CUSD 209-U

Current Engagements (Continued)

Non-Profit/Other Entities

Big Brothers Big Sisters of Will and Grundy Counties
Community Foundation of Grundy County
Fox Valley Family YMCA
General Federation of Womens' Clubs -Illinois
Godley Park District
Godley Public Water District
Grundy County Economic Development Council
Grundy County Housing Authority
Illinois Holstein Association
Ingalls Park Subdivision Improvement Association
Kendall County Community Food Pantry
Kendall County Public Building Commission
Kendall County Public Safety Dispatch
Manhattan-Elwood Public Library District
Newark Sanitary District
Oswegoland Seniors
Peotone Public Library District
Pregnancy Information Center
Reed Township Mosquito Abatement District
Seneca Volunteer Ambulance Squad
SWEB Sanitary District
We Care of Grundy County

Contractual Agreement

Between

Mack & Associates, P.C.

And

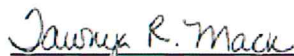
Hanover Township

Mack and Associates P.C. and Hanover Township hereby enter in to an agreement for auditing services.

As stated in the proposal, Mack & Associates, P.C. will perform auditing services and meet the audit specifications as agreed upon for the following fees:

| | | |
|-----------------------------------------|-----------------------------------------|-----------------------------------------|
| <input type="checkbox"/> March 31, 2018 | <input type="checkbox"/> March 31, 2019 | <input type="checkbox"/> March 31, 2020 |
| \$ 11,500 | \$11,900 | \$12,250 |

Check all that apply. Fees above include auditing procedures as well as services discussed in this proposal. Fees will be billed upon completion of report.



Tawnya R. Mack, CPA
Mack & Associates, P.C.

2/12/18

Date

Hanover Township

Date

Lauri Pope, CPA

Lauri Pope, CPA has 23 years of experience in accounting including 10 years in the private sector with a Fortune 500 Company. She has managed more than 70 audits over the past year. Lauri specializes in audits of local governments including assistance with budget and levy preparation. She is the managing partner in charge of audit quality control monitoring, is a member of the AICPA Governmental Audit Quality Center and is a QuickBooks ProAdvisor.



Phone: 815-942-3306 Ext. 18
Fax: 815-942-9430
E-mail: lpope@mackcpas.com

Education

Bachelor of Business Administration, Accounting
University of St. Francis, Joliet, IL

Titles, Memberships

Certified Public Accountant (CPA), 1997
Member of Illinois CPA Society (ICPAS)
Member of American Institute of Certified Public Accountants (AICPA)

Experience

Mack & Associates, P.C.
Echols, Mack & Associates, P.C.
McDonald's Corporation
Smith & Dyer, P.C.

Matt Melvin

Matt Melvin has 11 years of public accounting experience that includes extensive work in governmental auditing. As Manager of our governmental auditing staff, he specializes in single audits of federal awards. Matt's vast knowledge of Data Collection Form for federal awards and State of Illinois Annual Financial Report submission contributes greatly to quality of single audit reporting. Matt supervises over 40 audits annually.



Phone: 815-942-3306 Ext. 19
Fax: 815-942-9430
E-mail: mmelvin@mackcpas.com

Education

Bachelor of Arts, Accounting and
Business Administration
North Central College, Naperville, IL

Experience

Mack & Associates, P.C.
Echols, Mack & Associates, P.C.

Chris Christensen

Chris Christensen began as an intern with our firm and has since become a full-time staff accountant. He has nine years of public accounting experience with extensive knowledge in municipal auditing and report preparation. Chris has served as the in-charge for over 40 audits annually.



Phone: 815-942-3306 Ext. 12
Fax: 815-942-9430
E-mail: cchristensen@mackcpas.com

Education

Associates of Arts in Agricultural Business
Joliet Junior College, Joliet, IL

Experience

Mack & Associates, P.C.
Echols, Mack & Associates, P.C.

Sondra Rankin

Sondra Rankin joined Mack & Associates in 2012 and has over nine years of experience in an office manager and administrative assistant role with a background in management and human resources.



Administrative

Phone: 815-942-3306 Ext. 10
Fax: 815-942-9430
Email: srankin@mackcpas.com

Education

Masters of Business Administration in Management
and Human Resources
Robert Morris University, Chicago, IL

Bachelor of Business Administration in Management
Robert Morris University, Chicago, IL

Titles/Memberships

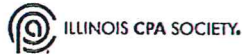
Member of Society of Human Resources Management

Experience

Mack & Associates, P.C.
Joliet Junior College
Robert Morris University



AICPA Peer Review Program
Administered in Illinois by the
Illinois CPA Society



Illinois Peer Review Program
Administered in Illinois by the
Illinois CPA Society



Iowa Peer Review Program
Administered in Illinois by the
Illinois CPA Society

September 28, 2015

Tawnya R Mack
Mack & Associates, CPA, PC
116 E Washington St Ste 1
Morris, IL 60450

Dear Ms. Mack:

It is my pleasure to notify you that on September 28, 2015 the Illinois Peer Review Executive Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is June 30, 2018. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

Paul Pierson, CPA
Director, Professional Standards and Peer Review
piersonp@icpas.org 312 517-7610

cc: Richard W. Phillips

Firm Number: 4284431

Review Number 370874

Letter ID: 1023721