



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

June 5th, 2018

7:00 PM

A M E N D E D 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 – SP5 Ronald E. Ibsen
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of May 15, 2018
 - B. Ordinance Ascertaining Prevailing Wages in Hanover Township
 - C. Resolution to Approve the Contract Award Relating to the Rolling Knolls Pavement Rehabilitation Project
 - D. Approval of the FY2019 - 2021 Hanover Township Strategic Plan
- IX. Executive Session
- X. Other Business
- XI. Adjournment

Mission Statement

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



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: RONALD EBSEN

ADDRESS: 1105 W BARTLETT RD APT 122

CITY/ZIP CODE: BARTLETT IL 60103

PHONE #: 630-540-3101

DATE OF BIRTH: 9/12/42

EMAIL ADDRESS: IBRON067@GMAIL.COM

BRANCH OF SERVICE: ARMY

HIGHEST RANK ATTAINED: SPEC 5

YEARS OF SERVICE: FROM 1964 TO 1966

MEDALS AWARDED OR OTHER CITATIONS:

EXPERT RIFLE SHARPSHOOTER PISTOL
EXPERT M60-M4 NATIONAL DEFENSE SERVICE MEDAL

INJURIES: NONE

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

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

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

Thank you,

Brian P. McGuire

Supervisor

Hanover Township

Board Audit Report
From 5/15/18 - 6/4/18

	Subtotal	Alexian Invoices	Total
Total Town Fund	37,545.80		37,545.80
Total Senior Center	23,821.37		23,821.37
Total Welfare Services	7,646.86		7,646.86
Total Road Maintenance	9,490.21		9,490.21
Total Mental Health Board	10,695.83	731.36	11,427.19
Total Retirement	-		
Total Vehicle	-		
Total Capital	7,732.00		7,732.00
Total All Funds	96,932.07	731.36	97,663.43

The above "Subtotal" column has been approved for payment this 5th day of June.

The above "Total" column has been approved for payment this 5th day of June.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CHN · Community Health					
1014465 · Medical Supplies					
Check	05/29/2018	126453	McKesson Medical Surgical	Inv# 222269 Blood Collection Set/BLD Safety Lue	212.04
Total 1014465 · Medical Supplies					212.04
1014492 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Total 1014492 · Dental, Vision & Life Insurance					181.42
Total 101CHN · Community Health					393.46
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014608 · Salaries					
Check	06/01/2018	126489	Jordan Schmidt	Intern Stipend - May 2018	250.00
Total 1014608 · Salaries					250.00
1014611 · Education & Training					
Check	06/01/2018	126515	Government Social Media LLC	Member Renewal - Kuttenberg	185.00
Total 1014611 · Education & Training					185.00
1014614 · Printing					
Check	06/01/2018	126500	Braden Interact Business (Jay St)	Inv# 486320 Copy Charges	11.13
Total 1014614 · Printing					11.13
1014617 · Equipment & Furniture					
Check	06/01/2018	126502	Canteen Refreshment Services	Inv# 525600098047 Water Machine Rental	29.95
Total 1014617 · Equipment & Furniture					29.95
1014621 · Satellite Office Utilities					
Check	06/01/2018	126503	Com Ed 010	Acct# 6997418010 Monthly Charges 4/9-5/12	344.20
Check	06/01/2018	126510	City of Elgin	Acct# 413720-6423 Water Monthly Charges 4/9-5/9	44.66
Total 1014621 · Satellite Office Utilities					388.86
1014623 · Satellite Office Phone & Intrnt					
Check	06/01/2018	126532	Kuttenberg, Thomas W	Cell Phone Reimbursement June 2018	50.00
Total 1014623 · Satellite Office Phone & Intrnt					50.00
1014624 · Travel					
Check	06/01/2018	126489	Jordan Schmidt	Mileage Reimbursement	30.08

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
	Total 1014624 · Travel				30.08
	1014625 · Communications				
Check	06/01/2018	126512	Easy Permit Postage	Acct 8000-9090-0585-2392 Hanover Happenings Postage	7,435.89
	Total 1014625 · Communications				7,435.89
	1014627 · Community Affairs				
Check	06/01/2018	126525	Streamwood Chamber of Commerce	Chamber Event Fee	15.00
	Total 1014627 · Community Affairs				15.00
	1014631 · Community Festivals				
Check	05/29/2018	126464	Village of Hoffman Estates	Northwest Fourth Fest Sponsor	2,000.00
Check	06/01/2018	126499	Bartlett 4th of July Committee	Bartlett 4th of July Sponsorship	250.00
Check	06/01/2018	126524	Streamwood Summer Celebration	2018 Streamwood Summer Celebration Sponsor	2,000.00
	Total 1014631 · Community Festivals				4,250.00
	1014692 · Dental, Vision & Life Insurance				
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	126.68
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	8.15
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	294.42
	Total 1014692 · Dental, Vision & Life Insurance				429.25
	Total 101CMA · Community Relations				13,075.16
	Total 101CVA · Community & Veteran Affairs				13,075.16
	101ES · ES - Expenditures				
	1014808 · Education & Training				
Check	05/29/2018	126446	Cintas Fire Protection	Inv# 0F94025395 Live Burn Training	550.00
	Total 1014808 · Education & Training				550.00
	1014814 · Communications				
Check	05/22/2018	126336	Comcast (ES 773)	Acct# 8771 10 083 0226773 Monthly Internet Charges 5/18-6/17	139.81
Check	05/22/2018	126340	Dupage Public Safety Communications	Inv# 16356 Annual Contract Fee for Dispatch Services	4,644.00
	Total 1014814 · Communications				4,783.81
	1014892 · Dental, Vision & Life Insurance				
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	157.99
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	157.99
	Total 1014892 · Dental, Vision & Life Insurance				329.39
	Total 101ES · ES - Expenditures				5,663.20
	101ISE · Insurance & Employee Benefits				

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
1014507 · Flex Plan & 457 Plan					
Check	06/01/2018	126505	CUNA Mutual Retirement Solutions	Inv# 230218135194954 Plan Administration	462.50
Check	06/01/2018	126527	TASC	Inv# 1270886 Admin Fees - July	92.34
Total 1014507 · Flex Plan & 457 Plan					554.84
Total 101ISE · Insurance & Employee Benefits					554.84
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Check	05/29/2018	126442	Bade Supply	Inv# 17774 Janitorial Supplies	796.50
Check	05/29/2018	126449	Grainger	Inv# 846920015 Hand Sanitizer Refill	43.14
Total 1014205 · Janitorial Supplies					839.64
1014208 · Housekeeping Contract					
Check	05/15/2018	126322	Imperial Service Systems, Inc	Inv# 114013 Cleaning Services - Town Hall May	1,666.00
Total 1014208 · Housekeeping Contract					1,666.00
1014209 · Building Contracts					
Check	05/29/2018	126457	Orkin Pest Control (Senior)	Inv# 169683100 Pest Control May 18	79.70
Check	05/29/2018	126458	Orkin Pest Control (Astor)	Inv# 169683111 Pest Control May 18	57.06
Check	05/29/2018	126459	Orkin Pest Control (Town)	Inv# 169683120 Pest Control May 18	69.14
Check	05/29/2018	126463	Tyco Integrated Security LLC	Inv# 30520963 Astor Quarterly Billing Jun-Aug 18	255.00
Check	05/29/2018	126463	Tyco Integrated Security LLC	Inv# 30520968 Rte 59 Quarterly Billing Jun-Aug 18	255.00
Check	06/01/2018	126514	Fox Valley Fire & Safety	Inv# 175407 4G Radio with Transformer Installation/Programming	647.00
Total 1014209 · Building Contracts					1,362.90
1014210 · Building Maintenance - Town					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 9593277 Plumbing Parts	7.21
Check	05/29/2018	126451	The Home Depot F&M	Inv# 3581562 HDMI Cable/Brush Parts	72.78
Check	05/29/2018	126451	The Home Depot F&M	Inv# 1593552 Flat Panel Install Kit	56.97
Check	05/29/2018	126451	The Home Depot F&M	Inv# 4564810 Lighting Whip/Connector	18.72
Check	05/29/2018	126454	Menard's- Hanover Park	Inv# 88107 Bolt/Washer/Epoxy	17.33
Total 1014210 · Building Maintenance - Town					173.01
1014211 · Building Maintenance - Senior					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 4593439 Cord Cover	13.98
Check	05/29/2018	126451	The Home Depot F&M	Inv# 4593446 Light Bulbs	19.94
Check	05/29/2018	126451	The Home Depot F&M	Inv# 2092261 Solar LED Lights	17.94
Total 1014211 · Building Maintenance - Senior					51.86
1014212 · Building Maintenance - Astor					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 3593940 Light Bulbs/Ballasts	65.42
Check	05/29/2018	126451	The Home Depot F&M	CREDIT Inv# 3315598 Return	-5.27

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 1014212 · Building Maintenance - Astor					60.15
1014214 · Equipment Maintenance - Senior					
Check	05/15/2018	126323	Midwest Electrical Service Center	Inv# 83596 Garbage Disposal Parts/Labor	750.00
Check	05/29/2018	126462	Steiner Electric Company	Inv# S006049193.001 Generator Starter Motor/Block Heater	1,874.00
Check	06/01/2018	126506	Climatemp Service Group, LLC	Inv# S11569 HVAC Unit Computer Access Troubleshooting	859.51
Total 1014214 · Equipment Maintenance - Senior					3,483.51
1014225 · Grounds/Reserve Maintenance					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 563520 Planter/Weed Killer	84.93
Check	06/01/2018	126507	Callahan Plumbing	Inv# 16394 Runzel Reserve Backflow Testing/Repair	847.00
Total 1014225 · Grounds/Reserve Maintenance					931.93
1014226 · Uniforms					
Check	05/29/2018	126449	Grainger	Inv# 846920015 Uniform Shirts (10)	276.90
Total 1014226 · Uniforms					276.90
1014227 · Miscellaneous					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 8220865 Keys	9.52
Total 1014227 · Miscellaneous					9.52
1014292 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	253.36
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	28.51
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	253.36
Total 1014292 · Dental, Vision & Life Insurance					535.23
Total 101MAIN · Facilities Maintenance					9,390.65
101PAN · Pantry					
1014161 · Utilities					
Check	05/15/2018	126317	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 4/4-5/3	506.49
Total 1014161 · Utilities					506.49
1014192 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	274.83
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	274.83
Total 1014192 · Dental, Vision & Life Insurance					563.07
Total 101PAN · Pantry					1,069.56
101THE · Town Hall Expense					
1014402 · Telephone - Town					

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Check	06/01/2018	126497	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges 4/17-5/16	43.73
Total 1014402 · Telephone - Town					43.73
1014403 · Utilities - Town					
Check	05/15/2018	126319	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges 3/5-4/3	1,054.54
Check	05/15/2018	126325	Village of Bartlett	Acct# 51470 Water/Sewer - Town Hall	232.28
Total 1014403 · Utilities - Town					1,286.82
1014405 · Internet Access - Town					
Check	06/01/2018	126504	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Internet Charges 4/23-5/22	249.85
Total 1014405 · Internet Access - Town					249.85
1014416 · Equipment Rental - Town					
Check	06/01/2018	126502	Canteen Refreshment Services	Inv# 5256000104276 Water Machine Rental	29.95
Total 1014416 · Equipment Rental - Town					29.95
Total 101THE · Town Hall Expense					1,610.35
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	05/29/2018	126461	Staples	Inv# 3375795835 Coffee Pots	55.77
Total 1014404 · Office Supplies					55.77
1014412 · Travel Expenses					
Check	06/01/2018	126491	Imperato, Alexandra M	Mileage Reimbursement	25.57
Total 1014412 · Travel Expenses					25.57
1014414 · Memberships, Subs & Publication					
Check	06/01/2018	126509	Daily Herald	Acct 681793 Newspaper Service 5/13-7/7	65.80
Total 1014414 · Memberships, Subs & Publication					65.80
1014531 · Community Affairs					
Check	06/01/2018	126498	A1 Trophies & Awards	Inv# 12334 Chief Swoboda Plaque	69.95
Check	06/01/2018	126530	Village of Streamwood	Inv# 353 Student Government Day Lunch	1,296.54
Total 1014531 · Community Affairs					1,366.49
1014532 · Committee on Youth					
Check	06/01/2018	126516	Gail Johnson	Leadership Recognition Dinner Entertainment	200.00
Total 1014532 · Committee on Youth					200.00
1014592 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.87
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	31.57

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.87
Total 1014592 · Dental, Vision & Life Insurance					545.31
Total 101TOE · Town Office Expense					2,258.94
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	05/29/2018	126461	Staples	Inv# 3375795836 Toner	68.99
Total 1044405 · Office Supplies					68.99
1044492 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	359.08
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	18.33
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	359.08
Total 1044492 · Dental, Vision & Life Insurance					736.49
Total 104ASR · Assessor's Division					805.48
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094611 · Education & Training					
Check	06/01/2018	126517	Just Kabobs	Inv# 9466 Staff Retreat Lunch (14)	187.80
Check	06/01/2018	126522	Riverwoods Family Campus	Staff Retreat Building Rental	48.75
Total 1094611 · Education & Training					236.55
1094612 · Consulting Fees					
Check	06/01/2018	126518	Michael Kelly	Consulting Fees - May	300.00
Total 1094612 · Consulting Fees					300.00
1094614 · Printing					
Check	06/01/2018	126511	Elgin Instant Print, Inc.	Inv# 30257 Youth Violence Symposium Reports	200.00
Total 1094614 · Printing					200.00
1094619 · Office Supplies					
Check	06/01/2018	126521	Quill Corporation	Inv# 6861787 Copy Paper/Tissues/Coffee	248.50
Check	06/01/2018	126521	Quill Corporation	Inv# 6983210 Coffee Sweetners/Creamers	54.46
Check	06/01/2018	126521	Quill Corporation	Credit# 206025	-129.00
Check	06/01/2018	126521	Quill Corporation	Credit# 206198	-153.46
Total 1094619 · Office Supplies					20.50
1094692 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	171.24
Check	06/01/2018	126520	NCPERS	Billing# 57850318 Monthly Premium	16.00
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	61.98

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	342.48
	Total 1094692 · Dental, Vision & Life Insurance				591.70
	Total 109ADM · Administration & Clinical				1,348.75
109OUT · Outreach & Prevention					
1094644 · Travel					
Check	06/01/2018	126490	Teachout, Amanda A	Mileage Reimbursement April 2018	123.17
	Total 1094644 · Travel				123.17
1094645 · Printing					
Check	06/01/2018	126511	Elgin Instant Print, Inc.	Inv# 30257 Youth Violence Symposium Reports	200.00
	Total 1094645 · Printing				200.00
1094792 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	498.72
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	54.80
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	498.72
	Total 1094792 · Dental, Vision & Life Insurance				1,052.24
	Total 109OUT · Outreach & Prevention				1,375.41
	Total 109YFS · Youth & Family Services				2,724.16
	Total 1014 · Town Fund - Expenditures				37,545.80
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	05/15/2018	126320	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 3/5-4/3	4,871.45
	Total 1104524 · Utilities				4,871.45
1104527 · Equipment					
Check	05/22/2018	126345	Leaf (618-007)	Inv# 8368167 Color Copier Lease	312.68
	Total 1104527 · Equipment				312.68
1104528 · Office Supplies					
Check	05/22/2018	126331	Accurate Office Supply Co	Inv# 442744 Ink Cartridges/Copy Paper	308.37
Check	05/22/2018	126331	Accurate Office Supply Co	Inv# 442798 Dish Soap	5.60
Check	05/22/2018	126331	Accurate Office Supply Co	Inv# 442885 Ink - 2 Pack	165.88
Check	05/22/2018	126331	Accurate Office Supply Co	CREDIT#442877 for Inv# 441919 Chairmat	-101.26
Check	05/22/2018	126335	Braden Interact Business Products (SS)	Inv# 484471 Sealing Liquid	32.00
Check	05/29/2018	126440	Accurate Office Supply Co	Inv# 443410 Ink (3)/Copy Paper/Pens	225.62
Check	06/01/2018	126496	Accurate Office Supply Co	Inv# 443874 Clipboards/Tape/Binders	94.29

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 1104528 · Office Supplies					730.50
1104533 · Printing					
Check	05/22/2018	126344	Kwik Print	Inv# 62260 Envelopes (2,500)	219.80
Total 1104533 · Printing					219.80
1104592 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	591.57
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	60.94
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	591.57
Total 1104592 · Dental, Vision & Life Insurance					1,244.08
Total 1104ADM · Administration					7,378.51
1104NUT · Nutrition					
1105550 · Congregate Salaries					
Check	05/22/2018	126332	All Team Staffing	Inv# 10-22001235 Part Time Temp Help	379.44
Check	05/29/2018	126441	All Team Staffing	Inv# 10-22001272 Part Time Temp Help	269.60
Total 1105550 · Congregate Salaries					649.04
1105551 · Congregate Food					
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02868362 Congregate Food	21.15
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02864130 Congregate Food	20.18
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02864262 Congregate Food	83.66
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02866771 Congregate Food	96.92
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02868772 Congregate Food	81.68
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02869739 Congregate Food	83.75
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02870999 Congregate Food	88.27
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02872187 Congregate Food	94.90
Check	05/22/2018	126342	Gordon Food Service	Inv# 185779246 Congregate Food	24.85
Check	05/22/2018	126342	Gordon Food Service	CREDIT# 11548080 Congregate Food	-11.17
Check	05/22/2018	126342	Gordon Food Service	CREDIT# 11530610 Congregate Food	-27.59
Check	05/22/2018	126343	Highland Baking Company	Inv# 1692717 Congregate Food	43.37
Check	05/22/2018	126343	Highland Baking Company	Inv# 1696071 Congregate Food	12.81
Check	05/22/2018	126343	Highland Baking Company	Inv# 1698089 Congregate Food	50.05
Check	05/22/2018	126343	Highland Baking Company	Inv# 1702565 Congregate Food	24.60
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02873253 Congregate Food	10.15
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02875989 Congregate Food	129.93
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02876000 Congregate Food	56.93
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02877197 Congregate Food	45.46
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02878537 Congregate Food	85.55
Check	05/29/2018	126447	Get Fresh Produce, Inc	CREDIT Inv# 2851199	-24.41
Check	05/29/2018	126448	Gordon Food Service	Inv# 185942657 Congregate Food	453.53
Check	05/29/2018	126448	Gordon Food Service	Inv# 186110311 Congregate Food	547.92
Check	05/29/2018	126450	Highland Baking Company	Inv# 1704671 Congregate Food	46.30
Check	05/29/2018	126450	Highland Baking Company	Inv# 1707206 Congregate Food	23.69

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 1105551 · Congregate Food					2,062.48
1105553 · Congregate Supplies					
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02868772 Congregate Supplies	22.40
Check	05/22/2018	126342	Gordon Food Service	Inv# 185779246 Congregate Supplies	84.54
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02873253 Congregate Supplies	22.40
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02876000 Congregate Supplies	12.25
Check	05/29/2018	126448	Gordon Food Service	Inv# 185942657 Congregate Supplies	51.69
Total 1105553 · Congregate Supplies					193.28
1105558 · Home Delivered Meals Food					
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02868362 HDM Food	21.15
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02864130 HDM Food	21.17
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02864262 HDM Food	83.65
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02866771 HDM Food	96.91
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02866771 HDM Food	81.68
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02869739 HDM Food	83.75
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02870999 HDM Food	88.28
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02872187 HDM Food	94.90
Check	05/22/2018	126342	Gordon Food Service	Inv# 185779246 HDM Food	24.84
Check	05/22/2018	126342	Gordon Food Service	CREDIT# 11548080 HDM Food	-11.16
Check	05/22/2018	126342	Gordon Food Service	CREDIT# 11530610 HDM Food	-27.59
Check	05/22/2018	126343	Highland Baking Company	Inv# 1692717 HDM Food	43.37
Check	05/22/2018	126343	Highland Baking Company	Inv# 1696071 HDM Food	12.81
Check	05/22/2018	126343	Highland Baking Company	Inv# 1698089 HDM Food	50.05
Check	05/22/2018	126343	Highland Baking Company	Inv# 1702565 HDM Food	24.60
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02873253 HDM Food	10.15
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02875989 HDM Food	129.93
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02876000 HDM Food	56.92
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02877197 HDM Food	45.46
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02878537 HDM Food	85.55
Check	05/29/2018	126447	Get Fresh Produce, Inc	CREDIT Inv# 2851199	-24.40
Check	05/29/2018	126448	Gordon Food Service	Inv# 185942657 HDM Food	453.53
Check	05/29/2018	126448	Gordon Food Service	Inv# 186110311 HDM Food	547.91
Check	05/29/2018	126450	Highland Baking Company	Inv# 1704671 HDM Food	46.30
Check	05/29/2018	126450	Highland Baking Company	Inv# 1707206 HDM Food	23.68
Total 1105558 · Home Delivered Meals Food					2,063.44
1105560 · Home Delivered Meals Supplies					
Check	05/22/2018	126341	Get Fresh Produce, Inc	Inv# 02866771 HDM Supplies	22.40
Check	05/22/2018	126342	Gordon Food Service	Inv# 185779246 HDM Supplies	84.53
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02873253 HDM Supplies	22.40
Check	05/29/2018	126447	Get Fresh Produce, Inc	Inv# 02876000 HDM Supplies	12.25
Check	05/29/2018	126448	Gordon Food Service	Inv# 185942657 HDM Supplies	51.69
Total 1105560 · Home Delivered Meals Supplies					193.27
1105792 · Dental, Vision & Life Insurance					

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	40.11
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	40.11
Total 1105792 · Dental, Vision & Life Insurance					80.22
Total 1104NUT · Nutrition					5,241.73
1104SOC · Programs and Services					
1104514 · Weekend Programming					
Check	05/22/2018	126327	Chuck Billington	Senior Presentation - Cubs as Champs 6/23/18	125.00
Check	06/01/2018	126487	Bill Helmuth	Inv# 52918 Senior Presentation - Women at Work Around the World	200.00
Check	06/01/2018	126492	Martina Mathisen	Senior Presentation - Marie Antoinette	300.00
Total 1104514 · Weekend Programming					625.00
1104515 · Programming					
Check	05/22/2018	126331	Accurate Office Supply Co	Inv# 442744 Cups/Lids/Coffee/Paper	123.06
Check	05/22/2018	126333	American Mobile Staging Inc.	Fall Food Truck Festival Stage - Deposit	750.00
Check	05/29/2018	126437	GuruNischan Khalsa	Senior Presentation - Get Younger With Age	150.00
Check	05/29/2018	126438	Starlight Tours	Four Winds Casino Trip (34) - 5/3/18	1,292.00
Check	05/29/2018	126440	Accurate Office Supply Co	Inv# 443410 Programming Supplies	30.24
Check	05/29/2018	126443	Susan Benjamin	Senior Presentation - Frank Sinatra Part I 6/19	300.00
Check	05/29/2018	126448	Gordon Food Service	Inv# 185942657 Programming	47.17
Check	06/01/2018	126488	Lyric Opera of Chicago	Senior Trip - West Side Story (53)	1,860.00
Check	06/01/2018	126493	Susan Benjamin	Senior Presentation - Frank Sinatra Part II	300.00
Check	06/01/2018	126496	Accurate Office Supply Co	Inv# 443874 Coffee Supplies	23.52
Check	06/01/2018	126508	Dance Alternatives, Inc.	Inv# HP052018 Line Dance Classes	150.00
Check	06/01/2018	126519	Let Me Arrange It! Inc.	Senior Transportation - Lincoln Park Zoo 5/9/18	859.00
Check	06/01/2018	126523	Marti Spenk	Inv# 0004 Exercise Class Instructor - may	600.00
Total 1104515 · Programming					6,484.99
1104516 · Social Services					
Check	05/29/2018	126436	Domingo, Frances	Caregiver Support Group Meeting Supplies	10.89
Total 1104516 · Social Services					10.89
1104519 · Senior Assistance					
Check	05/22/2018	126328	Habitat for Humanity	Senior Assistance - A/C Unit	200.00
Check	05/22/2018	126329	Matthew Odigie	Senior Assistance - Rent	200.00
Check	06/01/2018	126485	Spring Lake Mobile Home Estate	Senior Utility Assistance	49.63
Total 1104519 · Senior Assistance					449.63
1104520 · Volunteer Services					
Check	05/22/2018	126330	William Riccio	Home Delivered Meals Mileage Reimbursement	37.06
Check	05/22/2018	126346	Verify FIRM Systems (xhtsse)	Inv# 1221279-IN Background Checks (3)	42.00
Check	05/29/2018	126439	Maribeth Westlund	Home Delivered Meals Mileage Reimbursement	95.92
Check	06/01/2018	126483	Robert Murzyn	Home Delivered Meals Mileage Reimbursement	53.96
Check	06/01/2018	126484	Steven Maly	Home Delivered Meals Mileage Reimbursement	21.80

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Check	06/01/2018	126494	Steve Gibson	Home Delivered Meals Mileage Reimbursement	39.79
Total 1104520 · Volunteer Services					290.53
1104532 · Visual Arts					
Check	05/22/2018	126334	Blick Art Materials	Inv# 9388919 Art Supplies	94.62
Check	05/22/2018	126334	Blick Art Materials	Inv# 9406084 Art Supplies	79.76
Check	05/22/2018	126347	Jenny Vogt	Inv# 51418 Watercolor Class Instruction 05/10/18	220.00
Check	05/29/2018	126440	Accurate Office Supply Co	Inv# 443410 Art Room Supplies	26.12
Check	05/29/2018	126455	Midwest Ceramic Art Supply	Inv# 05182018 Ceramic Class Supplies (35)	340.90
Check	06/01/2018	126486	Tri-L-Co Music	Inv# 080218 Got Art Reception Entertainment	350.00
Check	06/01/2018	126495	Susan Kazenas	Polymer Clay Pen Class Supplies	60.90
Total 1104532 · Visual Arts					1,172.30
Total 1104SOC · Programs and Services					9,033.34
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	05/15/2018	126324	O'Reilly Auto Parts	Inv# 3421-179859 Motor Oil	53.88
Check	05/22/2018	126339	Complete Fleet Services Inc.	Inv# 15957 Bus# 127 Solenoid Replacement/Rear Brake Pads/Panel Maint	1,112.43
Total 1104518 · Vehicle Maintenance					1,166.31
1104692 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	472.99
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	55.50
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	472.99
Total 1104692 · Dental, Vision & Life Insurance					1,001.48
Total 1104TRN · Transportation					2,167.79
Total 1104 · Senior Center - Expenditures					23,821.37
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	05/29/2018	126461	Staples	Inv# 3360730901 Labels	22.49
Total 2024202 · Office Supplies					22.49
2024204 · Equipment					
Check	05/29/2018	126445	Canteen Refreshment Services	Inv# 5256000104233 Water Machine Rental	29.95
Check	06/01/2018	126501	Comcast (WS)	Acct 877110 085 0097898 Monthly Cable & Internet Charges 5/25-6/24	159.26
Total 2024204 · Equipment					189.21
2024205 · Travel & Training					
Check	05/29/2018	126435	Carstensen, Margaret	Mileage Reimbursement PIPP Training	19.98
Check	06/01/2018	126482	TOCC Social Workers Division	Summer Meeting (2)	30.00

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 2024205 · Travel & Training					49.98
2024210 · Printing					
Check	05/29/2018	126444	Braden Interact Business Products (WS)	Inv# 486935 Copy Charges 4/28-5/17	68.14
Total 2024210 · Printing					68.14
2024592 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	109.29
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	109.29
Total 2024592 · Dental, Vision & Life Insurance					228.76
Total 2024ADM · Administration					558.58
2024HOM · Home Relief					
2024102 · Rent					
Check	06/01/2018	4776	Michelle Breen	June 2018 Rent	460.00
Check	06/01/2018	4778	Bayview Loan Servicing, LLC	June 2018 Rent	450.00
Check	06/01/2018	4779	Oak Ridge Townes	June 2018 Rent	450.00
Check	06/01/2018	4782	Angie Hoeltzer	June 2018 Rent	450.00
Check	06/01/2018	4788	Cynthia Wheelock	June 2018 Rent	500.00
Check	06/01/2018	4789	Jason Ludwig	June 2018 Rent	700.00
Check	06/01/2018	4791	James Susman	June 2018 Rent	650.00
Check	06/01/2018	4792	State Farm - Schaumburg	Home Insurance Assistance	52.08
Check	06/01/2018	4793	Cook County Treasurer (Carol Stream)	Property Tax Assistance	213.73
Check	06/01/2018	4796	State Farm - Bartlett	Home Insurance Assistance	24.00
Check	06/01/2018	4797	Cook County Treasurer (Carol Stream)	Property Tax Assistance	208.31
Check	06/01/2018	4799	Bartlett Green 5	June 2018 Rent	155.17
Total 2024102 · Rent					4,313.29
2024103 · Utilities					
Check	06/01/2018	4777	Com Ed	Utility Assistance	90.00
Check	06/01/2018	4780	Com Ed	Utility Assistance	109.95
Check	06/01/2018	4781	City of Elgin	Utility Assistance	80.06
Check	06/01/2018	4784	Villa Garden Estates	Utility Assistance	50.00
Check	06/01/2018	4786	Com Ed	Utility Assistance	89.39
Check	06/01/2018	4787	NICOR	Utility Assistance	219.66
Check	06/01/2018	4794	Com Ed	Utility Assistance	50.00
Check	06/01/2018	4795	Village of Streamwood	Utility Assistance	100.00
Check	06/01/2018	4798	Village of Bartlett	Utility Assistance	86.63
Check	06/01/2018	4800	Com Ed	Utility Assistance	37.38
Total 2024103 · Utilities					913.07
2024105 · Personal Essentials					
Check	06/01/2018	4802	Walmart	Personal Essentials (9)	969.79

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 2024105 · Personal Essentials					969.79
2024106 · Travel Expenses					
Check	06/01/2018	4783	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Check	06/01/2018	4785	Active Acceptance Corp	Auto Insurance Assistance	93.32
Check	06/01/2018	4790	Geico	Auto Insurance Assistance	50.75
Check	06/01/2018	4792	State Farm - Schaumburg	Auto Insurance Assistance	59.19
Check	06/01/2018	4796	State Farm - Bartlett	Auto Insurance Assistance	63.51
Check	06/01/2018	4801	BP Gas Station	Fuel Assistance Cards (7)	275.00
Total 2024106 · Travel Expenses					591.77
2024119 · Emergency Assistance					
Check	05/30/2018	4775	NICOR	Utility Assistance	300.36
Total 2024119 · Emergency Assistance					300.36
Total 2024HOM · Home Relief					7,088.28
Total 2024 · Welfare Services - Expenditures					7,646.86
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034704 · Telephone					
Check	05/29/2018	126460	Sprint (HWY)	Acct#162978503 Monthly Charges 4/17-5/16	95.44
Total 3034704 · Telephone					95.44
3034709 · Uniforms & Safety Equipment					
Check	05/15/2018	126324	O'Reilly Auto Parts	Inv# 3421-178020 Mechanic Gloves	14.49
Check	05/29/2018	126449	Grainger	Inv# 846920015 Hi-Vis Shirts (5)	92.30
Total 3034709 · Uniforms & Safety Equipment					106.79
3034711 · Utilities					
Check	05/15/2018	126318	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 4/9-5/8	27.25
Check	05/15/2018	126321	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges 4/3-5/2	160.97
Total 3034711 · Utilities					188.22
3034713 · Service Charges					
Check	05/15/2018	126324	O'Reilly Auto Parts	Account Charges	1.47
Total 3034713 · Service Charges					1.47
3034792 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Total 3034792 · Dental, Vision & Life Insurance					181.42

**Hanover Township
Board Audit Report**
May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
Total 3034ADM · Administration					573.34
3034BLD · Buildings					
3034613 · Building Maintenance					
Check	05/29/2018	126451	The Home Depot F&M	Inv# 9031312 Plumbing Parts	112.37
Total 3034613 · Building Maintenance					112.37
Total 3034BLD · Buildings					112.37
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	06/01/2018	126526	SiteOne Landscape Supply, LLC	Inv# 86115695 Mulch Mat/Grass Seed	250.13
Total 3034602 · Operating Supplies & Materials					250.13
3034610 · Street Lighting					
Check	05/22/2018	126337	Com Ed 152	Acct# 0045120152 Monthly Charges 4/10-5/9	341.41
Total 3034610 · Street Lighting					341.41
Total 3034ROD · Road Maintenance					591.54
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	05/29/2018	126452	Kammes Auto & Truck Repair, Inc.	Inv# 125288 Air Brake Service/Tailgate Repair/Diagnostic Charge	2,781.64
Check	05/29/2018	126456	O'Reilly Auto Parts	Inv# 3421-182408 Diesel Exhaust Fluid/Motor Oil	70.06
Check	06/01/2018	126531	West Side Tractor Sales	Inv# V91564 BackHoe Oil Cooler Replacement/Service and Repairs	5,361.26
Total 3034609 · Maintenance Vehicles & Equip					8,212.96
Total 303EQM · Equipment					8,212.96
Total 3034 · Road Maintenance - Expenditures					9,490.21
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054002 · Legal					
Check	06/01/2018	126467	Kopon Airdo, LLC	Inv# 237-0001-24878 Legal Fees - Feb 2018	343.37
Total 5054002 · Legal					343.37
5054014 · Equip / Database					
Check	06/01/2018	126470	Launch Digital Marketing	Inv# 28885 Monthly Web Hosting	50.00
Total 5054014 · Equip / Database					50.00
5054538 · Miscellaneous					
Check	06/01/2018	126476	A1 Trophies & Awards	Inv# 12404 Board Member Retreat Plaque	75.00
Total 5054538 · Miscellaneous					75.00

Hanover Township Board Audit Report

May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
5054544 · Consultants					
Check	06/01/2018	126478	Vana, Kristin N	Focus Group Meeting Supplies	17.98
Total 5054544 · Consultants					17.98
5054592 · Dental, Vision & Life Insurance					
Check	05/23/2018	126434	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	06/01/2018	126529	Vision Service Plan	Vision Insurance Monthly Premium	5.09
Check	06/01/2018	126533	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 5054592 · Dental, Vision & Life Insurance					90.71
Total 5054ADM · Administration					577.06
5054COM · Community Resource Center					
5054210 · Utilities					
Check	05/22/2018	126338	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges 4/6-5/7	302.21
Check	06/01/2018	126469	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-1000053 Monthly Charges 3/12-4/9	84.20
Check	06/01/2018	126473	Groot, Inc (114943)	Inv# 1755893 Monthly Charges May 2018	72.63
Total 5054210 · Utilities					459.04
5054213 · Janitorial					
Check	06/01/2018	126475	JaniKing	Inv# 05180267 Monthly Cleaning - May	414.00
Total 5054213 · Janitorial					414.00
5054250 · Building Maintenance					
Check	06/01/2018	126471	Orkin Pest Control (MHB)	Inv# 169113093 Pest Control April 2018	55.42
Check	06/01/2018	126471	Orkin Pest Control (MHB)	Inv# 169683327 Pest Control May 2018	55.42
Check	06/01/2018	126481	Fox Valley Fire & Safety	Inv# 175471 Annual Fire Alarm Inspection/12V Battery	407.00
Total 5054250 · Building Maintenance					517.84
5054286 · Agency Support Services					
Check	06/01/2018	126468	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Charges 5/2-6/1	153.87
Check	06/01/2018	126472	Pure Health Solutions, Inc	Inv# 8341313 Water Machine Rental	55.00
Check	06/01/2018	126474	Windstream	Inv# 70088959 Monthly Phone Charges	853.03
Total 5054286 · Agency Support Services					1,061.90
Total 5054COM · Community Resource Center					2,452.78
5054SVC · Service Contracts					
5054128 · RENZ Outpatient					
Check	06/01/2018	126479	Renz Addiction Counseling Center	Outpatient Services April 2018	5,721.66
Total 5054128 · RENZ Outpatient					5,721.66
5054130 · Northwest Casa					
Check	06/01/2018	126465	Northwest CASA	Sexual Assault Intervention - April 2018	437.75

**Hanover Township
Board Audit Report**
May 15 through June 4, 2018

Type	Date	Num	Name	Memo	Amount
			Total 5054130 · Northwest Casa		437.75
			5054146 · Bridge YFS Crisis Intervention		
Check	06/01/2018	126466	The Bridge Youth & Family Services	Crisis Intervention April 2018	157.83
			Total 5054146 · Bridge YFS Crisis Intervention		157.83
			5054162 · Tide Transportation		
Check	06/01/2018	126477	A#1 Cab Dispatch Inc	Tide Transportation Services	1,348.75
			Total 5054162 · Tide Transportation		1,348.75
			5054165 · Alexian Bros - Outpatient Psych		
Check	06/01/2018	126480	Alexian Brothers Center for Mental Health	Outpatient Psychiatric Services - April 2018	731.36
			Total 5054165 · Alexian Bros - Outpatient Psych		731.36
			Total 5054SVC · Service Contracts		8,397.35
			Total 5054 · Mental Health - Expenditures		11,427.19
			8084 · Capital Projects - Expenditures		
			8084414 · Astor Ave Roof Replacement		
Check	06/01/2018	126528	2im Group LLC	Lenoci Reserve Walking Path Engineering Fee	1,498.00
			Total 8084414 · Astor Ave Roof Replacement		1,498.00
			8084425 · Building & Perm Improvements		
Check	06/01/2018	126513	Elk Home Restorations	Astor Ave. Community Center Painting Restoration	6,234.00
			Total 8084425 · Building & Perm Improvements		6,234.00
			Total 8084 · Capital Projects - Expenditures		7,732.00
TOTAL					97,663.43

- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Essick, Moinuddin, and Martinez, and Supervisor McGuire.

Other Elected Official present was Assessor Smogolski.

Others present included Administrator James Barr, Youth & Family Director John Parquette, Community & Government Relations Director Tom Kuttenger, Emergency Services Director Bill Burke, Welfare Services Director Mary Jo Imperato, Community Health Director Kristen Smith, Senior Services Director Tracey Colagrossi, Facilities and Road Maintenance Director Steve Spejcher, Mental Health Board Manager Kristin Vana, Assistant Administrator Suzanne Powers, Mr. Raymond Sutter of Bartlett, Mr. Sarwan Singh and Mr. Prempal Singh of Palatine, Chief Jeff Swoboda, representatives of the Hanover Township Emergency Services department, and students from Streamwood High School civics classes.
- 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. Trustee Moinuddin invited Mr. Sarwan Singh and Mr. Prempal Singh forward to address the Board. They each addressed the Board, and invited Hanover Township to the Sikh American Outreach to be held in the Senior Center on June 2 from 11 a.m. to 2 p.m.
- IV. Presentations:
 - A. Veterans Honor Roll: The Board was invited forward to recognize and install AT2 Raymond A. Sutter of Bartlett who served in the U.S. Navy from 1952 to 1956 earning the National Defense Medal and the Good Conduct Medal, into the Veterans Honor Roll, where his name will be prominently displayed on the Honor Roll plaque in Veterans Hall, he will be invited to the biannual Veterans dinners, his name will be recorded in the Clerk's Office, and his photo posted to the website.
 - B. In recognition of his service, the Board recognized retiring Elgin Police Chief Jeffrey Swoboda, as he is moving to hold another position in a different state. All police representatives and Township Emergency volunteers were invited forward for a photo.
- V. Reports
 - A. Supervisor McGuire noted that the Village of Streamwood would once again be holding Memorial Day observances. The Village of Hanover Park complimented Emergency Services for their support on Good Friday at St. Ansgar's. He and Trustee Moinuddin ran the Township 5K and he took third place; he offered thanks for a great job to our organizers. He thanked Assistant Administrator Powers for filling in for Administrator Barr during his vacation.
 - B. Clerk Dolan Baumer offered a reminder of the Township Officials of Cook County Spring Conference on May 16 at the William Tell.
 - C. Assessor Smogolski offered no report.
 - D. Department Reports: Director Spejcher noted that the IGA for the Rolling Knolls

repaving project has been completed and the project will start in either late August/early September. Director Burke noted that several volunteers have completed the Medical Responder course and are on their way to becoming certified providers of medical care, with the goal of partnering with Sherman Hospital. Director Parquette reported that the Youth Violence Symposium is being planned. Director Imperator reminded the Board that the Job Fair would be held on June 6 here at the Senior Center, featuring three speakers, from 11 a.m. to 2 p.m. Director Colagrossi reported that the 2nd Annual Food Truck Fair would be held on campus on September 27. Manager Vana noted that the Mental Health Board has held five of the planned ten focus groups. She also reminded the Board that the MHB does not meeting in July or August. Director Smith reported that Nurse Stacy Areola has accepted another position and that the 5K drew 230 participants. Director Kuttnerberg reported that the right of way for the Izaak Walton Center has been approved by the City of Elgin; it is a slow process and there are several more steps before the plans are final.

VI. Bill Paying: Mr. Barr presented the bills from May 1, 2018 to May 14, 2018 (FY18), as follows:

a.	Town	\$22,971.00
b.	Senior Center	14,911.32
c.	Welfare Services	2,666.80
d.	Road Maintenance	15,363.58
e.	Mental Health Board	209.86
f.	Capital	<u>1,065.96</u>
	Total All Funds	<u>\$57,189.02</u>

Trustee Martinez moved and Trustee Moinuddin seconded the motion to approve payment of the bills as presented for the period May 1, 2018 to May 14, 2018 (FY18). Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

The second set of bills from May 1, 2018 to May 14, 2018, is payable from the FY19 budget to Alexian Brothers for \$110.56. Trustee Essick moved and Trustee Martinez seconded that the \$100.56 bill be paid to Alexian Brothers. Roll Call: Ayes: Trustees Essick, Martinez, Moinuddin, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: None. Motion carried and the bill will be paid.

Mr. Barr presented the bills from May 1, 2018 to May 14, 2018 (FY19), as follows:

a.	Town	\$56,111.76
b.	Senior Center	17,280.97
c.	Welfare Services	11,090.91
d.	Road Maintenance	600.53
e.	Mental Health Board	28.40
f.	Retirement	0.00
g.	Vehicle	200.00
h.	Capital	<u>2,154.00</u>
	Total All Funds	<u>\$87,466.57</u>

Trustee Benoit moved and Trustee Martinez seconded the motion to approve payment of

the bills as presented for the period May 1, 2018 to May 14, 2018 (FY19). Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

A. Meeting Minutes of May 1, 2018: Clerk Dolan Baumer presented the meeting minutes of May 1, 2018 for review and approval. A motion was made by Trustee Essick to approve the meeting minutes of May 1, 2018 as presented, with a second by Trustee Moinuddin. Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: None. Motion carried.

B. Approval of the Mutual Aid Agreement with the Village of Wayne: Trustee Benoit moved and Trustee Martinez seconded that the Mutual Aid Agreement between the Village of Wayne and Hanover Township be approved. Mr. McGuire noted that while it is not mandatory to have such an agreement, it does provide for a formal agreement. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

C. Appointment to the Mental Health Board: Trustee Martienz moved that the Board concur with the Supervisor's choice of Mr. Dennis Hewitt and Mr. Matt Steichmann, both of Streamwood, to be appointed to the Mental Health Board for three years, commencing June 1, 2018; Trustee Essick seconded the motion. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

D. Appointments to the Senior Citizen Services Committee: Trustee Essick moved that the Board concur with the Supervisor's choice of Ms Lynn Neller (Hoffman Estates), and from Streamwood, Mr. Laurcence Bretz, Mrs. Naomi Walters-Lenoci and Mr. Walter Gramiak, to be appointed to the Senior Citizens Services Committee for a three year term commencing June 1, 2018; Trustee Moinuddin seconded the motion. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

E. Appointments of Trustee Liaison Committee Assignments: Trustee Benoit moved that the Board concur with the Supervisor's appointments of Trustee Benoit to the Finance Committee, and Trustee Essick to Board liaison to the Committee on Youth, Trustee Martinez as Board liaison to the Senior Citizen Services Committee. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

Further, Supervisor McGuire asked the Board to concur with his appointment of Trustee Moinuddin to the Mental Health Board. Trustee Benoit moved that the Board concur with Supervisor McGuire's appointment of Trustee Moinuddin as liaison to the Mental Health Board. Trustee Essick seconded the motion. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

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

X. Other Business: Trustee Benoit congratulated one of our residents, Austin Keating, son of a

past Park District Commissioner, for saving the life of a another resident at a Schaumburg Park District pool, as he administered CPR until the paramedics arrived. Trustee Moinuddin invited the Board to join him for the Sikh American Outreach on June 2. Trustee Essick reminded everyone to please support the VFW, Amvets and American Legion as it is poppy days this week.

- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:31 p.m. was made by Trustee Benoit 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, and Assessor
Senior Services, Welfare Services, Y&F Services, Community & Veterans Affairs

ORDINANCE NO. _____

**AN ORDINANCE ASCERTAINING PREVAILING WAGES
IN HANOVER TOWNSHIP**

WHEREAS, the state of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works", approved June 26, 1941, as amended, (820 ILCS 130/0.01 et seq.) (the "Prevailing Wage Act" or the "Act"); and

WHEREAS, the Prevailing Wage Act requires that Hanover Township of Cook County, Illinois, investigate and ascertain the prevailing rate of wages as defined in the Act for laborers, mechanics and other workers in the locality of Hanover Township performing public works for the Hanover Township;

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of Hanover Township, Cook County, Illinois as follows:

SECTION ONE: To the extent and as required by the Prevailing Wage Act, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in performing public works coming under the jurisdiction of Hanover Township is hereby ascertained to be the same as the prevailing rate of wages for the Cook County area as determined by the Department of Labor of the state of Illinois as of June of the current year, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the state of Illinois shall supersede the Department's June determination and apply to any and all public works undertaken by Hanover Township. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

SECTION TWO: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of Hanover Township to the extent required by the aforesaid Act.

SECTION THREE: The Township Clerk shall publicly post or keep available for inspection by any interested party in the main office of Hanover Township this determination or any revisions of such prevailing rate of wage. To the extent required under the Act: (i) a copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all bid specifications and other bid documents for public work projects subject to the Act as required under Section 4 of the Act; (ii) all contracts, purchase orders, resolutions, ordinances, and other documents for such projects shall require that not less than the prevailing rate of wages as determined herein subject to subsequent revisions by the Illinois Department of Labor and/or Hanover Township shall be paid to all laborers, workers and mechanics performing work under such contracts; (iii) such bid documents and contracts pertaining to public works shall otherwise comply with the requirements of the Act; and (iv) notice of said prevailing rate of wages requirement shall otherwise be provided in accordance with the Act.

SECTION FOUR: The Township Clerk shall promptly mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION FIVE: The Township Clerk shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division (Springfield, Illinois) and the Department of Labor of the state of Illinois, but in no event later than July 15, 2018.

SECTION SIX: Within thirty (30) days of filing a certified copy of this Ordinance with the Secretary of State, the Township Clerk shall cause to be published in a newspaper of general circulation within Hanover Township notice of the above mentioned determination by the Hanover Township Board of Trustees regarding said prevailing rate of wages.

SECTION SEVEN: Severability. The various provisions of this Ordinance are to be considered as severable and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

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

SECTION NINE: Effective Date. This Ordinance shall be in full force and effect upon its passage and approval.

Roll Call Vote:

Ayes:

Nays:

Absent:

Passed:

Approved:

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 No. _____ enacted on June 5, 2018, and approved on June 5, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Prevailing Wage rates for Cook County effective Sept. 1, 2017												
Trade Title	Region	Type	Class	Base Wage	Fore- man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	14.65	12.32	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		37.46	39.96	1.5	1.5	2	11.62	11.06	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
CEMENT MASON	ALL	ALL		44.25	46.25	2	1.5	2	14.00	17.16	0.00	0.92
CERAMIC TILE FNSHER	ALL	BLD		38.56	38.56	1.5	1.5	2	10.65	11.18	0.00	0.68
COMM. ELECT.	ALL	BLD		43.10	45.90	1.5	1.5	2	8.88	13.22	1.00	0.85
ELECTRIC PWR EQMT OP	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRIC PWR GRNDMAN	ALL	ALL		39.39	55.50	1.5	1.5	2	9.12	13.02	0.00	2.43
ELECTRIC PWR LINEMAN	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRICIAN	ALL	ALL		47.40	50.40	1.5	1.5	2	14.33	16.10	1.00	1.18
ELEVATOR CONSTRUCTOR	ALL	BLD		51.94	58.43	2	2	2	14.43	14.96	4.16	0.90
FENCE ERECTOR	ALL	ALL		39.58	41.58	1.5	1.5	2	13.40	13.90	0.00	0.40
GLAZIER	ALL	BLD		42.45	43.95	1.5	1.5	2	14.04	20.14	0.00	0.94
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	ALL	ALL		47.33	49.33	2	2	2	14.15	22.39	0.00	0.35
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	14.65	12.32	0.00	0.50
LATHER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
MACHINIST	ALL	BLD		47.56	50.06	1.5	1.5	2	7.05	8.95	1.85	1.47
MARBLE FINISHERS	ALL	ALL		33.95	33.95	1.5	1.5	2	10.45	15.52	0.00	0.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MILLWRIGHT	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63

OPERATING ENGINEER	ALL	BLD	1	50.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	2	48.80	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	3	46.25	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	4	44.50	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	5	53.85	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	6	51.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	7	53.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	FLT	1	55.90	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	2	54.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	3	48.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	4	40.25	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	5	57.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	6	38.00	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	48.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	2	47.75	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	3	45.70	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	4	44.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	5	43.10	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	6	51.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	7	49.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
ORNAMNTL IRON WORKER	ALL	ALL		46.75	49.25	2	2	2	13.90	19.79	0.00	0.75
PAINTER	ALL	ALL		45.55	51.24	1.5	1.5	1.5	11.56	11.44	0.00	1.87
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIIVER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2	10.05	17.85	0.00	2.12
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28
ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		43.50	46.98	1.5	1.5	2	11.03	23.43	0.00	0.78
SIGN HANGER	ALL	BLD		31.31	33.81	1.5	1.5	2	4.85	3.28	0.00	0.00

SPRINKLER FITTER	ALL	BLD		47.20	49.20	1.5	1.5	2	12.25	11.55	0.00	0.55
STEEL ERECTOR	ALL	ALL		42.07	44.07	2	2	2	13.45	19.59	0.00	0.35
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE MASON	ALL	BLD		45.49	49.49	1.5	1.5	2	10.65	13.88	0.00	0.86
TRAFFIC SAFETY WRKR	ALL	HWY		33.50	35.85	1.5	1.5	2	6.00	7.25	0.00	0.50
TRUCK DRIVER	E	ALL	1	35.60	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	2	35.85	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	3	36.05	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	4	36.25	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	W	ALL	1	35.98	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	2	36.13	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	3	36.33	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	4	36.53	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TUCKPOINTER	ALL	BLD		45.42	46.42	1.5	1.5	2	8.32	15.42	0.00	0.80

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum;

Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.;

Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

Hanover Township

FY19-FY21 Strategic Plan and Goal Development



Prepared by Session Facilitators

Greg Kuhn, Ph.D.
Assistant Director Public Management

Mel Henriksen, MPP
Research Associate

Jeanna, Ballard, MPA
Research Associate

NIUCGS



NORTHERN ILLINOIS UNIVERSITY

Center for
Governmental Studies

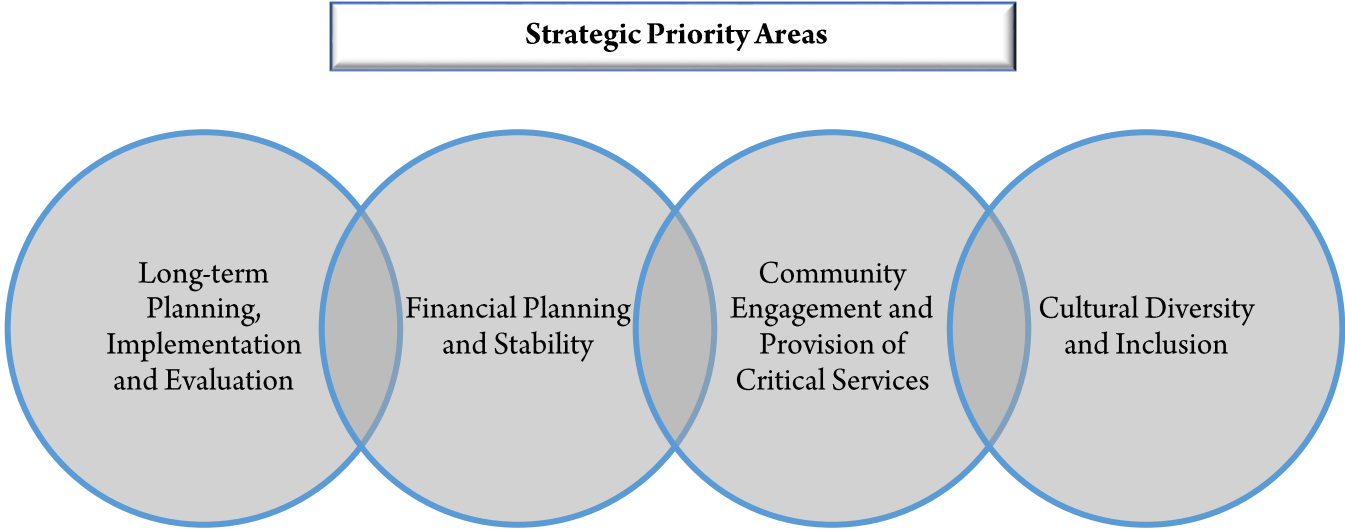
Outreach, Engagement, and Regional Development

EXECUTIVE SUMMARY

Strategic planning is a preferred approach to guiding an organization’s future rather than making decisions issue by issue. Hanover Township (“the Township”) engaged the Center for Governmental Studies (CGS) at Northern Illinois University (NIU) to facilitate a strategic planning workshop with Board and senior staff members in late 2017. Prior to the workshop sessions, several focus groups were held with community stakeholders to gather input on their vision for the Township. In addition, an economic and demographic community profile was completed to add context to the strategic planning process. With the focus groups and profile as starting points for discussion, the workshop provided a positive atmosphere for the Board and senior staff members to work together and collaboratively develop strategic goals to determine where it is Hanover Township wants to go as an organization. As was discussed and reviewed during the workshop, executive-level retreats and strategic planning sessions are a staple of good governance and leadership for progressive organizations.

STRATEGIC PRIORITIES

Ultimately, four key strategic priority areas were identified as an outcome of the process highlighting activities and initiatives that Hanover Township should focus on in both the short- and long-term. The strategic priority areas identified during the workshop retreat sessions [in no particular order] are long-term planning, implementation, and evaluation, financial planning and stability, community engagement and provision of critical services, and cultural diversity and inclusion.



STRATEGIC GOALS

After discussions regarding the vision, strengths, weaknesses, opportunities and threats for the Township, Board and senior staff members engaged in goal development. Ultimately, the group developed nine goals. The following represent important strategic goals or priority areas for the Board and staff to address in the months and years ahead.

Hanover Township Key Strategic Goals FY19-FY21

1. Explore a youth services referendum to support a youth center and expanded youth programming.
2. Create a master plan for improvements at the Township's open space reserves, identity funding, and develop planned improvements.
3. Evaluate need, funding, and potential sites for a possible Township cemetery through donation, transfer, or acquisition of property.
4. Consider options to create a modernized emergency services station within Hanover Township's boundaries.
5. Further embrace the diversity of all ages and cultures within the Township.
6. Maintain our commitment to community outreach, engagement and awareness of the Township's services and programs including continued implementation of the Township's communications plan.
7. Collaborate with stakeholders and partners in our broader community to advance the completion of a disabled housing facility within the Township.
8. Remain committed to careful fiscal stewardship by working across the organization to promote, maintain and sustain a sound financial position in both the short- and long-term.
9. Continue to grow, enhance and promote the Township's high standards for customer-focused service delivery across all departments.

INTRODUCTION

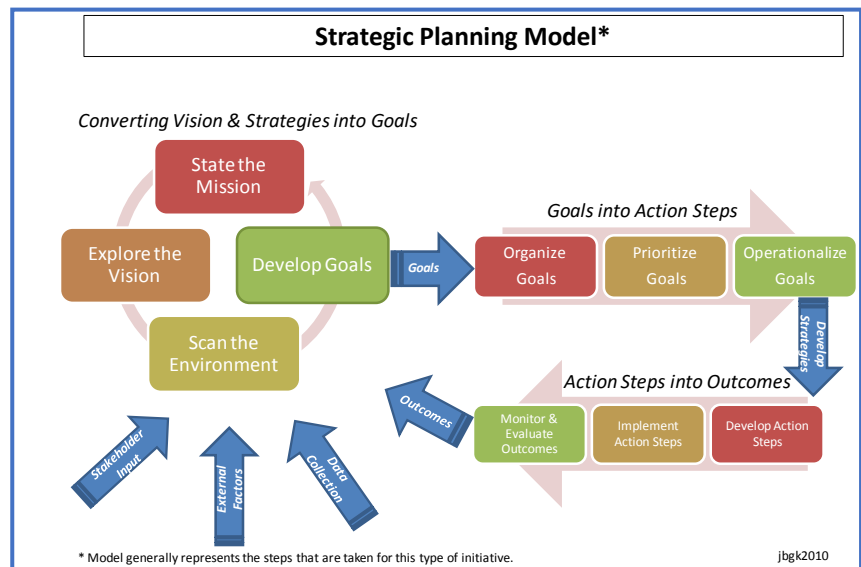
As an organization, Hanover Township has placed itself among the special class of governmental entities that have made a commitment to formalized strategic planning and goal setting exercises (Figure 1). The Township has a history of regular strategic planning discussions and strategic goal setting. As Township leaders are aware of, strategic planning sessions are not a new phenomenon for progressive communities and governments. Policy-making boards and staff in both private and public organizations, including Hanover Township, recognize the value of such processes. This important work will serve the community well into the coming years.

The Township Board and senior staff members gathered in late 2017 to discuss a future vision and establish new goals for the Township. The workshop sessions provided a positive atmosphere to set aside time to methodically—strategically—determine where it is the Township wants to go as an organization.

As was shared with the Board and senior staff members at the conclusion of the retreat, the organization should resist the temptation to rearrange priorities as the fiscal year moves along. It is important to adhere to the results of the Board and senior staff members' efforts throughout this process and the Township's budgeting process; do not pull a seemingly easy goal from the bottom of the list of priorities just because it seems easy. This kind of shifting can create a confusing tone in the organization.

Keep in mind that the judicious use of the Township's limited resources (including financial resources and professional staff time) will be the key to good results. These high standards can place a strain on the organization, as excellence requires adequate staff time, expertise and resources. In the end, quality policies and quality implementation equate to tough choices in setting priorities and in allocating resources. Only a limited number of goals and objectives can be effectively managed and implemented at any given time. In a very realistic sense, clear and stable priorities must be maintained if Hanover Township desires to stretch its resources as far as they can go.

Figure 1. Strategic Planning Model



Pre-Workshop: Environmental Scanning - Focus Groups and Community Profile

This pre-workshop component is an important piece designed to help ground the environmental scanning portions of the process. Listening is vital to planning and several focus groups were held with Township staff and community members (i.e., civic groups, intergovernmental organizations, and residents). These steps are an important part of “taking stock” and helping to understand current Township policies and operational perspectives, perceptions and preferences.

A. Stakeholder Focus Groups

The focus group sessions were designed to serve as a primer for the strategic planning process. Seven focus groups were conducted and they included the following:

- Township Staff
- Auxiliary Staff/Volunteers
- Program Users
- Civic Institutions (2 groups)
- Human Service Organizations
- Township Committee Members

The information that is presented in this summation was designed to add *exploratory and thematic information* for the Board and Senior Leadership Team to consider during the strategic planning workshop sessions ([Appendix A](#) for a full summary of all focus group data).

Key themes and Data Analysis Highlights – Focus Group General Themes

- **Hanover Township *is* ...**
 - A great community resource providing a breadth of high-quality services and programs
 - Welcoming, supportive, and helps fill the gap for those in need
 - A great place to meet people and get involved
 - A very involved community with a great volunteer network
- **For Hanover Township we *envision a future in which* ...**
 - The Township’s services and programs are even bigger with evening activities and expanded hours
 - The Township’s role is clearly defined and remains as a valuable resource for the community
 - High-level services continue to be carried out by compassionate and dedicated staff
 - Strong volunteerism remains
 - There are transportation services available to all members of the community to meet a variety of needs

- **Hanover Township offers ...**
 - Strong and innovative leadership
 - Superior customer service from professional, dedicated, and caring staff who are always willing to help
 - Access to a vast variety of high-quality services, programs, and activities
 - Opportunities for seniors and veterans to stay active and involved in the community
 - Quality and engaging events

- **Hanover Township should *strive towards* ...**
 - Enhancing community awareness of the Township's services and programs
 - Developing a marketing and communication strategy
 - Increasing intergovernmental coordination and collaboration
 - Addressing space needs and explore satellite facility options
 - Embracing diversity and reaching out to all members of the community to enhance inclusivity
 - Diversifying staff and leadership to be representative of all community members
 - Enhance facility access with improved signage

- **Hanover Township's *future expectations and priorities should include* ...**
 - Provide more programming and expansion of services to meet increased demand
 - Develop more youth activities and programs
 - Enhance intergovernmental coordination and bridge community resources
 - Improve communication and engagement between the Township and community members
 - Establish a clear identity of the Township's role and responsibilities as well as its value to the community
 - Embrace diversity and identify ways to address potential language barriers

B. Hanover Township Economic and Community Demographic Profile

As another pre-workshop/environmental scanning component of the Township's strategic planning process, CGS generated an economic and demographic community profile at the Township's request. Strategic policy goals, programs and key issue areas are often linked to the ever-changing socio-demographic character of a community. Changing demographics therefore play a crucial role in the policy and service expectations of a community. These changes may include population composition, housing availability and employment patterns and can be indicators of growth, shifts or decline. Analyzing shifts and changes in demographic and economic trends can assist Hanover Township in preparing for the future, addressing community needs, framing the current business climate and projecting potential changes to the tax base that can impact service needs and budgets in the short- and long-term.

The report summarizes economic and demographic trends that affected Hanover Township between 2010 and 2016. It also provides future projections and comparisons with Cook County, the Chicago and metro area, and neighboring communities as necessary. Below is a summary snapshot of the report and the full report can be found in [Appendix B](#).

Summary and Overall Trends, Economic and Community Demographic Profile

- Between 2010 and 2016, the total population in Hanover Township increased from 95,566 to 100,792 (5.5%). It is predicted to increase by 3.9% between 2016 and 2021.
- The 2016 median age was 36.1 in both Hanover Township and Cook County.
- The fastest-growing age group in Hanover Township was those 65 years of age and older and is expected to remain the fastest-growing age group through 2021.
- The White population decreased from 62.1% of total population to 58.5% between 2010 and 2016 while the Hispanic/Latino (any race) residents increased from 31.2% to 36.4%.
- The median household income in Hanover Township was \$75,141 in 2016, which was considerably higher than the median for Cook County (\$56,902). It also grew faster than in Cook County.
- Households with more than \$150,000 annual income are projected to be the fastest-growing income group between 2016 and 2021 in Hanover Township, and the median household income is projected to increase 8.6%.
- In 2016, the share of individuals below the federal poverty level was lower in Hanover Township (9.1%) than in Cook County (16.7%). The number and percentage of residents in poverty increased slightly in Hanover Township and in Cook County.
- The unemployment rate in the Hanover Township (5.1%) was significantly lower than in Cook County (9.7%). The labor force participation rate was slightly higher in Hanover Township than Cook County.
- In 2015, 52.0% of Hanover Township residents and 43.3% of Hanover Township employees worked within Cook County. More than three-fourths of the jobs in Hanover Township are filled by commuters from other communities.
- The employment sectors with the largest share of 2015 employment for Hanover Township residents included manufacturing, health care and retail trade.

Outline of Workshop Leadership Exercises and Discussion Sessions

The format for all of the discussion sessions used in the planning effort employed approaches that were highly participative and interactive. The process utilized a group discussion approach called ‘Nominal Group Technique’ where participants are assured equal opportunities to speak and share opinions by the facilitator. During the sessions, individuals had the opportunity to generate and share their ideas, as well as participate in group activities allowing them to weigh alternatives and refine their thinking through dialogue. As ideas were shared and debated, the group worked steadily toward a consensus regarding organizational values, purpose, future directions and priorities.

Session I. Introduction Exercise – Icebreaker and Visioning

Each participant engaged in a visioning exercise by selecting an item from the “garage sale” table, and using it to answer the visioning question, “In 10-15 years when I return to Hanover Township, I hope to see, or think I will see...,” in regards to services, programs, staffing levels, capital needs and general concepts that should or would be present in Hanover Township at these intervals. Participants were asked to think about their ideas ahead of time and then be ready to share them with the group during the first session of the workshop. This was a brainstorming exercise—all ideas about Hanover Township’s future were encouraged and shared. No evaluative or judgmental debate was permitted during this session. Below is a summary of those answers.

Exploration of Hanover Township’s Desired Future Condition: Visions of the Future

Garage Sale Brainstorming Item	Important Topic or Issue to be Discussed
Light socket	Solar energy, sustainability, saving, energy-efficient
Golf ball	Enhancing recreational opportunities/programming
Scarf organizer	To manage a Township- must be organized in operations/policy
Pie server utensil	Government about quality service – customer-service
The Capitol	Squeeze by the government – show that a Township is vital – offer services not offered by others –(i.e., human services, youth, seniors)
Birthday candle	Township is vital- offers services not offered by others such as youth activities, human services and senior services (i.e., Senior Center)
Vehicle	Transportation for all residents
Toy	New recreation center in the future, possibly teen activities, tutoring, field trips
Crazy glue	Board responds to problems quickly, easy to mess things up if not properly administered – problem-solving, agile
Memory board	Invested in technology, do more to help staff, focus on direct services
Chip clip	Useful, popular – want the Township to remain both responsive, connectors
USB port	Expand technology and how we reach residents – many channels for communication and technology

Garage Sale Brainstorming Item	Important Topic or Issue to be Discussed
Play-Doh	Be flexible to changes and challenges, youth/senior needs, creative opportunities – matching, work together
Hand sanitizer	Organization needs to remain healthy holistically (i.e., financial, staff, physically, emotional, trust, continual learning)
Checkbook	Impact of the State of Illinois on funding, resources to achieve goals – volunteers make a big difference to improve services/reduce cost
Telephone cord	Better communication system needed – radio system for transportation, emergency services – interoperability
Garbage can	Recycling, salt usage – innovative solution to lessen footprint and reduce cost
World	Global society, many nationalities – community can be a challenge
Dollar in the shape of a heart	Township – our heart is in it – keep positive/healthy environment. Continue to be funded – sustainable.
State of Illinois map	Township has boundaries, structure foundation, public officials serve the people – be transparent, fiscally responsible. Responsive – always be listening.
CD-ROM	Township/ governments can tend to be dated. Hanover Township continues to be forward-thinking – inspires others/partners to do the same <ul style="list-style-type: none"> ▪ Keep investing in technology ▪ Be responsive, listening to the community (events, outreach)

Session II. Surrender or Lead

Participants were introduced to a leadership exercise entitled “Surrender or Lead.” The premise is that sub-groups of the participants work to develop responses to some simple, but effective and thought-provoking questions. Participants were broken up into four working groups and asked to respond to a series of structured questions designed to initiate discussion and reveal hopes, perspectives, challenges, opportunities or possible barriers based on the collective view of each participant’s team. The team responses were recorded on flip chart paper and reported out/discussed with the entire group. The responses provided by each group are reported below. Underlined sections are key phrases that groups provided in response to the exercise’s open questions and prompts.

Group #1

1. We want to be the leading Township but are constrained by resources.
2. The two most important things to focus on are technology and diversity because of the pace of change.
3. If it weren’t for the lack of funding, we would create a youth/community center and provide transportation for all ages.
4. We need to finally activate our volunteer network to expand community activities (i.e., after-school programs, intergenerational activities).
5. Funding and property tax freeze will have the biggest impact on the Township in the coming 2-4 years.

Group #2

1. We want to expand youth programming, but we need to consider a Youth and Family referendum.
2. The two most important things to focus on are alternative funding resources and diversity of services because they are instrumental in providing the Township's safety net.
3. If it weren't for the lack of affordable land, we would establish a Township cemetery.
4. We need to finally hold other Townships accountable for strong financial integrity and improved service delivery.
5. State government and Township officials will have the biggest impact on the Township in the coming 2-4 years.

Group #3

1. We want to be bilingual, but not many speak Spanish.
2. The two most important things to focus on are diversity and transportation because it reflects the needs of our population.
3. If it weren't for our residents, we would not be needed.
4. We need to finally reach our residents who don't know about us.
5. Consolidation and property tax freeze will have the biggest impact on the Township in the coming 2-4 years.

Group #4

1. We want to be relevant beyond 2018, but face resources obstacles.
2. The two most important things to focus on are residents and services because that's what we do and who we are.
3. If it weren't for our progressive and forward thinking leadership, we would be stagnant and irrelevant to residents and local governments.
4. We need to finally resolve the name confusion between Hanover Township and Hanover Park to help solidify our identity.
5. Leadership and legislation will have the biggest impact on the Township in the coming 2-4 years.

Overall Themes from all Groups Surrender or Lead Ideas *(number in parenthesis represent the frequency)*

- Funding and resources (5)
- State and property tax freeze (4)
- Diversity (3)
- Residents as customers (2)
- Change (2)
- Consolidation of governments (2)
- Cemetery (2)
- Volunteers
- Progressive leadership
- Bilingual
- Communication and marketing
- Technology
- Transportation
- Facilities

Session III. Environmental Scanning, Internal and External S.W.O.T Analysis

The next step of the strategic planning process involved reviewing and accounting for the internal and external factors present in the environment that can potentially influence the success of the Township, both negatively and positively. Given the exploratory statements and challenges raised in the Surrender or Lead exercise, participants were then asked to identify what constraints and practical difficulties are likely to be encountered that will make it challenging to achieve the desired future state. These elements included both internal and external factors, conditions, trends, regulations, agencies, resources, etc. Furthermore, participants were asked to identify the organization's strengths and weaknesses. In what areas does the Township regularly excel, and in what areas are there difficulties or shortcomings in terms of expertise, resources, training, etc.? What opportunities are on the horizon that can be used to the Township's advantage? Conversely, what trends lie ahead that would be obstacles or hindrances?

S.W.O.T. EXERCISE (Strengths, Weaknesses, Opportunities, Threats)

INTERNAL

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> ▪ Leadership ▪ Employees/staff ▪ Volunteers ▪ Education ▪ Transparency ▪ Professionalism ▪ Responsiveness ▪ Reserves ▪ Coordination, cooperation, communication ▪ Intergovernmental relationships ▪ Diverse Board ▪ Technology ▪ Location in Cook County ▪ Have satellite locations ▪ Efficiency ▪ Breadth of services ▪ Programs ▪ Communication and marketing ▪ Financial position ▪ Mental Health Board ▪ Reputation/brand ▪ Flexible/adaptable ▪ Facilities satellite location 	<ul style="list-style-type: none"> ▪ Employee turnover and retirements (skill gaps, loss of knowledge with retirements) ▪ Language barriers ▪ Staff turnover ▪ No large garage ▪ Coordination, cooperation, communication ▪ Changing demographics ▪ Technology ▪ Main campus is far from the center ▪ Need for improved transportation options ▪ Land-locked

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> ▪ Board works well together ▪ Transportation program ▪ Creative funding (i.e., Township foundation, grants) ▪ Unique assets in boundaries – forest preserve, etc. 	

EXTERNAL

OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> ▪ Enhanced services – volunteers & talents ▪ Language skills ▪ Consolidation ▪ Anti-government movement spurs change/innovation ▪ Staff turnover ▪ Youth/community center ▪ Intergovernmental relations ▪ Changing demographics ▪ Technology ▪ Location ▪ Location in Cook County ▪ Communications ▪ Marketing program ▪ Fiscal position and management ▪ Mental Health Board ▪ Reputation ▪ Flexibility ▪ Energy, environment, sustainability ▪ Cemetery ▪ Facilities ▪ Transportation program ▪ Quality employers and jobs ▪ Creative foundation grants ▪ Municipal partnerships ▪ Park Districts ▪ Metra ▪ Forest preserves ▪ School District 	<ul style="list-style-type: none"> ▪ Employee departures and retirements (succession and staff turnover) ▪ Language barriers ▪ No large garage ▪ Coordination, cooperation, communication ▪ Changing demographics ▪ Technology ▪ Main campus is far from the center ▪ Need for improved transportation ▪ Land-locked ▪ Lack of volunteers ▪ School district challenges ▪ State legislature ▪ Anti-government movement ▪ Consolidation ▪ Other Townships ▪ Economy/downturn ▪ Changing demographics ▪ Cook County government/policies/taxes ▪ Staggered election cycle – all members at once ▪ Impact of weather on infrastructure and services

Session V. Nominal Group Goal Identification

This extensive group discussion session provided the forum for the collaborative establishment of strategic goals and objectives necessary to achieve the future vision of Hanover Township. With the preceding sessions serving as a sound foundation for goal setting, the final session was a healthy group discussion of goals and/or strategies needed to achieve the future visions as expressed by the group. To begin the process, each member was allotted time to highlight the three or four most important policy and program goals that he or she thinks the Township should accomplish in the short- and long-term.

Goals could be highly specific or general. Again, only questions of clarification were permitted to be asked during this session. Evaluative or judgmental assertions or debates were deferred to a follow-up session where all participants engaged in open discussions of the goals or action items, their impact on the region, the organization and their relative importance to the Township's current or future circumstances.

Classification. At the end of the open discussion, participants were asked to classify each goal according to a matrix model of complexity and time (Figure 2). The purpose of the exercise is to group goals of roughly the same type together so when prioritization occurs, the participants can avoid the problem of comparing “apples to oranges.”

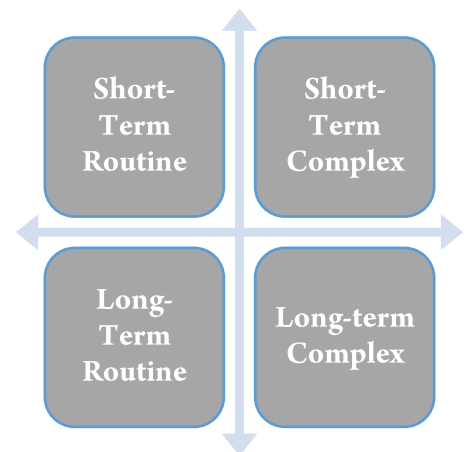
All statements were recorded on flipchart paper. The goals and their classifications as short- or long-term, complex or routine are indicated below. Agreed criteria were used for classifying goals as either routine or complex. **Short-term goals** were those goals that could or should be completed or substantially underway within the next three fiscal years. **Long-term goals** were those goals that could or should be completed or substantially underway within a three- to eight-year timeframe. **Complex goals** were goals that required extraordinary resources, specialists, funding, or the agreement of outside organizations or agencies. **Routine goals**, although not necessarily simple, were goals that could be accomplished upon unilateral decision of the Board and within present budget streams or with minor revenue enhancements or reallocations.

Open Group Discussion and Consolidation of Goals

This final phase of the discussion served as the forum for Hanover Township Board and senior staff members to discuss, evaluate and debate the ideas and goals offered by each participant in the previous workshop sessions. Participants were asked to give their opinions, evaluations and judgments of the worthiness and value of different policy objectives. In total, the group initially developed two short-term routine goals, six short-term complex goals, two long-term routine goals and eight long-term complex goals (see [Appendix C](#) for list of all draft short- and long-term goals prior to consolidation).

Figure 2. Goal Complexity Matrix

- Professor G. Gabris



Board and senior staff members then worked together to consolidate the goals based on similar topic areas, including the suggestion that more operational goals should be addressed at the staff level and incorporated into administrative plans. As a result, nine strategic goals were established and are presented below. These nine goals were determined to be the key strategic areas that the Township should focus on over the next three fiscal years.

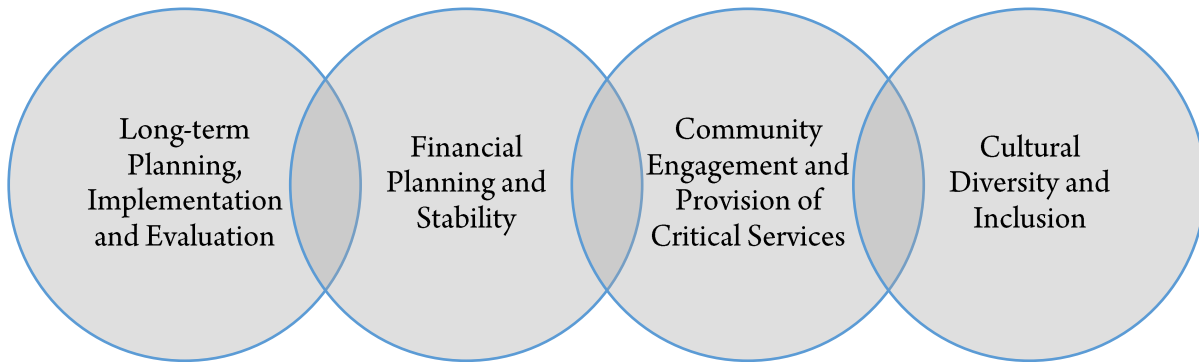
Hanover Township Key Strategic Goals – FY19-FY21

1. Explore a youth services referendum to support a youth center and expanded youth programming.
2. Create a master plan for improvements at the Township’s open space reserves, identity funding, and develop planned improvements.
3. Evaluate need, funding, and potential sites for a possible Township cemetery through donation, transfer, or acquisition of property.
4. Consider options to create a modernized emergency services station within Hanover Township’s boundaries.
5. Further embrace the diversity of all ages and cultures within the Township.
6. Maintain our commitment to community outreach, engagement and awareness of the Township’s services and programs including continued implementation of the Township’s communications plan.
7. Collaborate with stakeholders and partners in our broader community to advance the completion of a disabled housing facility within the Township.
8. Remain committed to careful fiscal stewardship by working across the organization to promote, maintain and sustain a sound financial position in both the short- and long-term.
9. Continue to grow, enhance and promote the Township’s high standards for customer-focused service delivery across all departments.

STRATEGIC PRIORITY AREAS

Several key strategic priority areas surfaced during the sessions and were observable through an analysis of the goals and key topic areas explored during the workshop (Figure 3). The four thematic strategic priority areas that emerged [in no particular order] are long-term planning implementation, and evaluation, financial planning and stability, community engagement and provision of critical services, cultural diversity and inclusion.

Figure 3. Strategic Priority Areas



Session V. Conclusion

The strategic planning process' value will be realized if it is used as an active working guide to both Hanover Township's leadership team and staff as the issues explored during the strategic planning process are pursued. It is designed to capture the content of the discussions and to assist the Township in developing action plans in a follow-up session for appropriate committees, departments and elected officers.

The next step is for the Township's senior staff to review the results and develop timelines and objectives in their action-planning session(s). The results of their review and action-step framework are something that staff can then share with the Township Board (and/or appropriate committees) on how and when the goals might be most efficiently and effectively addressed.

What is apparent from the exchange of ideas and dialogue during the discussion sessions and the strategic planning workshop is that the Township is fortunate to have progressive leadership and a management team that is looking ahead and committed to strategic thinking and planning. One noted observer summarized the challenges of organizational progress this way:

***"The art of progress is to preserve order amid change,
and change amid order..." -A.N. Whitehead***

We wish you well with the ambitious year that lies ahead.

Greg Kuhn and Melissa Henriksen, Session Facilitators

APPENDIX A:
HANOVER TOWNSHIP 2017-2018
FOCUS GROUP SUMMARY RESULTS

APPENDIX A: Hanover Township 2017-2018 Focus Group Summary Results

In total, roughly sixty stakeholders provided input in the seven focus group sessions that represented approximately fourteen hours of discussion. The format for the group discussion sessions was intended to be structured but informal. The sessions all followed the same format and questions. Questions were designed to cover a variety of topic areas, and were framed to guide, but not control, discussion and commentary. The discussions were all highly participative and interactive and the input was written by the facilitator(s) via rough notes on flip chart paper for all participants to see.

The focus group discussion questions posed were as follows:

1. How would you describe Hanover Township to a stranger or someone who doesn't live or work here?
2. If you left Hanover Township tomorrow, and didn't return for 15-20 years, what do you think you'll see, or what do you hope you'll see, when you return?
3. What do you like best about Hanover Township? Related to that, what are the strengths/greatest assets of Hanover Township?
4. Can you identify areas or topics in need of attention or improvement? Related to that, what are the weaknesses/greatest needs in Hanover Township? Challenges?
5. What are/should be the top priorities for the Township over the next 3-5 years?
6. If you could change or initiate one key item or thing about the Township, what would it be?

Overall Themes

The narratives and analyses presented below are taken from the transcribed/handwritten flip chart notes of the statements taken as participants shared ideas during the sessions. As such, they are subject to minor error, paraphrasing, or summarization by the facilitator during the meetings or clarification of phrases and shorthand notations transcribed from the flip chart pads. The data below were derived from the analysis of the bundled focus group data. Using qualitative analysis techniques such as reviews of phrases, developing sorting categories, and conducting word counts, the following comment themes, topics, and phrases surfaced.

Data Analysis Highlights

A. Hanover Township Focus Group Common Themes Overview

- Hanover Township provides a **breadth of high-quality services and programs** to help address the needs of community residents of all ages
- The Township has a **kind and caring environment** with **compassionate and mission-driven staff** always willing to help
- **A clearly defined identity** will help the Township demonstrate its value to the community and raise awareness of its services, programs and activities
- Changing demographics will lead to increased **diversity** and a stronger need for **inclusivity of all community members**
- Stakeholders indicated that increased **community engagement and outreach** are important for improving communication between the Township and residents

- **Volunteerism** is viewed as a strong resource for the Township to maintain its high level of services and breadth of programs and activities
- Many participants indicated that the **senior center** is a wonderful community asset
- **Transportation services** is an area many community members would like to see expanded upon

B. Key Word or Phrase Search:

One of the key analytical techniques used for focus group notes is an analysts search for key phrases, words, or terms that cut across all groups. Coding is done by analysts’ individual readings of the data, followed by key term searches with the aid of document software. The words and phrases listed below present the results of the study team’s analysis of the collected focus group notes. At a glance, the reader can discover what terms were used or referred to most frequently in the feedback notes. Using individual analysts coding, the researcher identifies terms that recur across groups and across questions. The results are revealing in that they highlight key topics or issues that should be weighed and considered when proceeding with strategic planning discussions. The results of the key word/phrase search are presented below:

Phrases/term(s)	Frequency*
Great Services	77
Programs/Activities	50
Community Outreach/Awareness of Township Services	38
Senior Services/Senior Center	35
Communication/Marketing/Social Media	30
Diversity/Inclusivity/Address Multi-lingual Needs	28
Transportation Services/More Buses	26
Friendly Volunteers/Strong Volunteer Network/Volunteer Recruitment	23
Additional Satellite Facilities/Update Facility/Improve Signage	21
Excellent Staff/Mission-driven/Strong Leadership	20

* Phrases with frequency of > 10 reported

C. Bundled Focus Group Data Summary by Question

Note: Some categories, topics, and phrases that were seen as closely related by the analysts were combined for the theme/phrase/word counts presented below. The number in parenthesis represents the number of times the idea or statement was repeated.

Q 1. How would you describe Hanover Township to a stranger or someone who doesn’t live or work here?

Frequent Themes or Phrases – Question 1

- Breadth of high-quality services and programs/filling the gap/helping those in need/outstanding senior center (44)
- Kind and caring environment/familiarity/great place to meet people/community involvement/progressive culture/urban (13)

- Needs clear identity/market township services and program (8)
- Strong leadership/compassionate staff/helpful/friendly (7)
- Inclusive/embraces diversity (4)

Q2. If you left Hanover Township tomorrow, and didn't return for 15-20 years, what do you think you'll see, or what do you hope you'll see, when you return?

Frequent Themes or Phrases – Question 2

- Service and program expansion/evening activities/expand hours (20)
- Clarify Township's role/increase community outreach and awareness of Township's services and programs/develop marketing strategy/improve advertising of Township's events (19)
- Upgraded facilities/updated equipment/satellite facilities/improved technology (15)
Increase staffing levels Township-wide/enhance the budget/increase outside funding sources (13)
- Maintain high-level of services/continue compassionate care/remain viable and valuable/keep relevant programs/maintain strong volunteer network/strong leadership remains (13)
- Create greater diversity/enhance respect and inclusivity/establish 'language lines' department-wide for multiple languages (9)
- Expanded transportation for all ages/improved public transportation for residents (7)
- Stronger intergovernmental coordination and collaboration/bridge community resources (3)
- Community garden/more trees/well-maintained parks (3)

Q3. What do you like best about Hanover Township? Related to that, what are the strengths/greatest assets of Hanover Township?

Frequent Themes or Phrases – Question 3

- Dedicated staff/strong Board/mission-driven/superior customer service/team environment/fiscally responsible/Hanover Township Foundation (23)
- Variety of programs and services/transportation services/VA events/senior activities (15)
- Community engagement and outreach/newsletter/community trust/participatory with schools (11)
- Valued volunteers/strong volunteer network (9)
- Social media presence/user-friendly website/social media outreach (4)

Q4. Can you identify areas or topics in need of attention or improvement? Related to that, what are the weaknesses/greatest needs in Hanover Township? Challenges?

Frequent Themes or Phrases – Question 4

- Enhance community outreach/improve communication channels/establish a clear identity/develop marketing strategy/clarify Township's role, responsibilities, and services (19)

- Program improvements/waitlists/solicit program user feedback/transportation services/increase male involvement activities/diversify class offerings (13)
- Embrace diversity/enhance inclusivity/lack of multi-lingual staff and programs/address changing demographics (7)
- Facility maintenance/location of facilities/demand for space/building access/improve signage (6)
- Fiscal constraints/lack of funding/state of IL budget (4)
- Share community resources/support intergovernmental coordination and collaboration (3)
- Lack of new volunteer orientation/definitive role for EMS volunteers (2)

Q5. What are/should be the top priorities for the Township over the next 3-5 years?

Frequent Themes or Phrases – Question 5

- Identify program needs and improvements/continue providing quality services/more programming and classes (15)
- Increase space/more room for storage/update facilities/improve signage/increase parking area (10)
- Volunteer orientation/volunteer recruitment/common database for volunteers/broaden volunteer base (8)
- Promote Township services/enhance community awareness and understanding of Township's role/increase community engagement/develop marketing strategy (7)
- Increase staffing levels/establish an additional program manager position/flexible staffing hours/internship opportunities (6)
- Reach more diverse group of community/multi-lingual staff/language translator system (4)
- Maintain fiscal responsibility/broaden tax base (3)
- Expand transportation hours/provide transportation for senior services and activities (3)

Q6. If you could change or initiate one key item or thing about the Township, what would it be?

Frequent Themes or Phrases – Question 6

- Broaden marketing effort/communicate Township services and value/enhance communicate channels (14)
- More programming/monthly meetings with seniors/expansion of services to meet demand (8)
- Enlarge facility/Improve signage/new equipment/high-speed internet/consistent functionality across servers Township-wide (7)
- Address diversity needs/increase multi-lingual staff/access to language line across departments (6)
- Coordinate a consortium for tax appeals (6)
- Increase intergovernmental coordination/share community resources (4)
- Maintain sound fiscal management/increase funding for programs (3)
- More buses (3)

APPENDIX B:
HANOVER TOWNSHIP ECONOMIC AND DEMOGRAPHIC COMMUNITY PROFILE

APPENDIX B: Hanover Township Economic and Demographic Community Profile

Introduction

In 2017, Hanover Township engaged NIU's Center for Governmental Studies (CGS) to assist with a strategic planning process that would help the Township identify a future vision, determine organizational goals and shape its strategic priorities. As one component of the process, Township leadership requested that an economic and demographic community profile be generated. Strategic policy goals, programs and key issue areas are often linked to the ever-changing socio-demographic character of a community. Changing demographics therefore play a crucial role in the policy and service expectations of a community. These changes may include population composition, housing availability and employment patterns and can be indicators of growth, shifts or decline.

Analyzing shifts and changes in demographic and economic trends can assist Hanover Township's leaders in preparing for the future, addressing community needs, framing the current business climate and projecting potential changes to the tax base that impact service needs and budgets in the short- and long-term.

This report summarizes economic and demographic trends that affected Hanover Township between 2010 and 2016. It also provides future projections and comparisons with Cook County, the Chicago and metro area, and neighboring communities as necessary. The sources for the data used in the analysis that follows includes U.S. Census Bureau, Longitudinal Employment Housing Dynamics (LEHD), EASI Analytics, Inc. (EASI), and the Illinois Department of Revenue (IDOR).

Summary and Overall Trends

- Between 2010 and 2016, the total population in Hanover Township increased from 95,566 to 100,792 (5.5%). It is predicted to increase by 3.9% between 2016 and 2021.
- The 2016 median age was 36.1 in both Hanover Township and Cook County.
- The fastest-growing age group in Hanover Township was those 65 years of age and older and is expected to remain the fastest-growing age group through 2021.
- The White population decreased from 62.1% of total population to 58.5% between 2010 and 2016 while the Hispanic/Latino (any race) residents increased from 31.2% to 36.4%.
- The median household income in Hanover Township was \$75,141 in 2016, which was considerably higher than the median for Cook County (\$56,902). It also grew faster than in Cook County.
- Households with more than \$150,000 annual income are projected to be the fastest-growing income group between 2016 and 2021 in Hanover Township, and the median household income is projected to increase 8.6%.
- In 2016, the share of individuals below the federal poverty level was lower in Hanover Township (9.1%) than in Cook County (16.7%). The number and percentage of residents in poverty increased slightly in Hanover Township and in Cook County.

- The unemployment rate in the Hanover Township (5.1%) was significantly lower than in Cook County (9.7%). The labor force participation rate was slightly higher in Hanover Township than Cook County.
- In 2015, 52.0% of Hanover Township residents and 43.3% of Hanover Township employees worked within Cook County. More than three-fourths of the jobs in Hanover Township are filled by commuters from other communities.
- The employment sectors with the largest share of 2015 employment for Hanover Township residents included manufacturing, health care and retail trade.

Population Characteristics

Between 2010 and 2016, the total population in Hanover Township increased from 95,566 to 100,792 (5.5%). This exceeded the countywide population increase of 5,172,848 to 5,227,575 (1.1%). According to projections from EASI Analytics Software, Inc. (EASI), the total population in Hanover Township ZIP codes¹ is predicted to increase 3.9%.

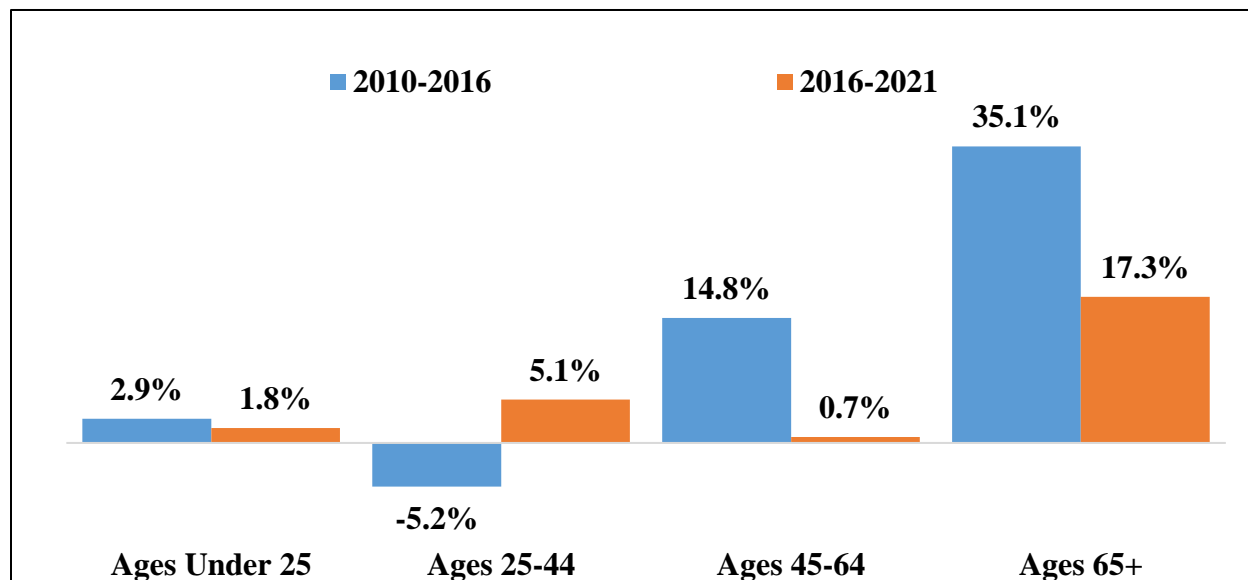
The 2016 median age in both Hanover Township and Cook County was 36.1 and in both Hanover Township and Cook County, the median age increased since 2010. The median age is projected to remain constant between 2016 and 2021. Additional insights on the age composition of Hanover Township can be gained from an examination of age cohorts in the next section.

As noted in Figure 1, the fastest-changing age group in Hanover Township was those over age 65. The number of residents over age 65 grew by 35.1%. This includes the baby boom generation (a person born in the U.S. between 1946 and 1965) reaching retirement age. The population category that includes ages under 25 increased by 2.9%. The prime working age population, ages 25-44, decreased by 5.2% while the pre-retirement age group (45-64) increased by 14.8%.

Based on projections for 2016 to 2021, the fastest-growing age groups in Hanover Township are expected to be the baby boom and silent generations. The population of ages 65 and over is expected to increase by 17.3% by 2021 as residents age in place by staying in their homes living independently as long as they can. The active boomers age group (ages 45-64) is projected to increase by 0.7% and the prime working age population (25-44) is projected to increase by 5.1% between 2016 and 2021. The population under age 25 is projected to increase by 1.8% by 2021.

¹ Projections were for the following ZIP codes: 60103, 60107, 60120. Projections are unavailable specific to the Hanover Township limits, but ZIP code estimates offer the closest approximation.

**Figure 4. Population Change by Age Group, 2010-2016 and 2016-2021 Projections
Hanover Township, Illinois**



Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

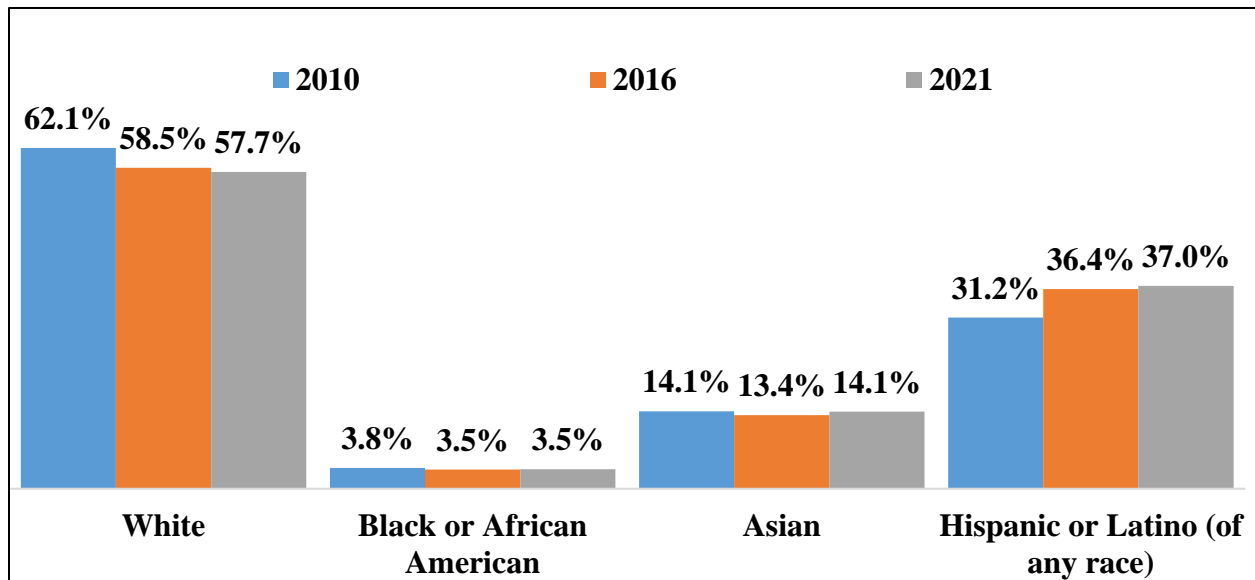
The data analyzed indicates that about 58.5% of the 2016 population in Hanover Township was White, compared to 56.7% of the population in Cook County. About 36.4% of Hanover Township residents, regardless of race, identified as Hispanic/Latino, which was considerably higher than in Cook County (24.9%). Blacks/African Americans² represented a larger share of the population in Cook County than in Hanover Township. However, Hanover Township has a considerably higher proportion of the population that identifies as Asian (13.4% versus 7.7% in Cook County).

Between 2010 and 2016, the White population decreased from 62.1% to 58.5% of the Township total population while the Hispanic/Latino (any race) residents increased from 31.2% to 36.4% of the Township’s population (Figure 2). At the same time, the Asian population decreased slightly from 14.1% to 13.4% and the Black/African American population decreased slightly from 3.8% to 3.5% of the Township’s population between 2010 and 2016.

Indications are that the population in Hanover Township will continue to diversify through 2021. The White population is projected to decrease slightly to 57.7%. The Asian and Hispanic /Latino populations are projected to continue increasing. The Black/African American population is projected to remain stable at 3.5% of the total.

² The Census Bureau and EASI Analytics, Inc., include data for people identifying as Black/African American in the same category. Similarly, Hispanic/Latino ethnicities are included in the same category. The terms are not necessarily interchangeable, so both are included.

**Figure 5. Percentage Distribution by Race/Ethnicity Categories, 2010, 2016, and 2021 Projections
Hanover Township, Illinois***



Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

*Data on the population identifying as American Indian, Alaskan Natives, other races, or two or more races are excluded from graph for simplicity.

Households, Families, and Income

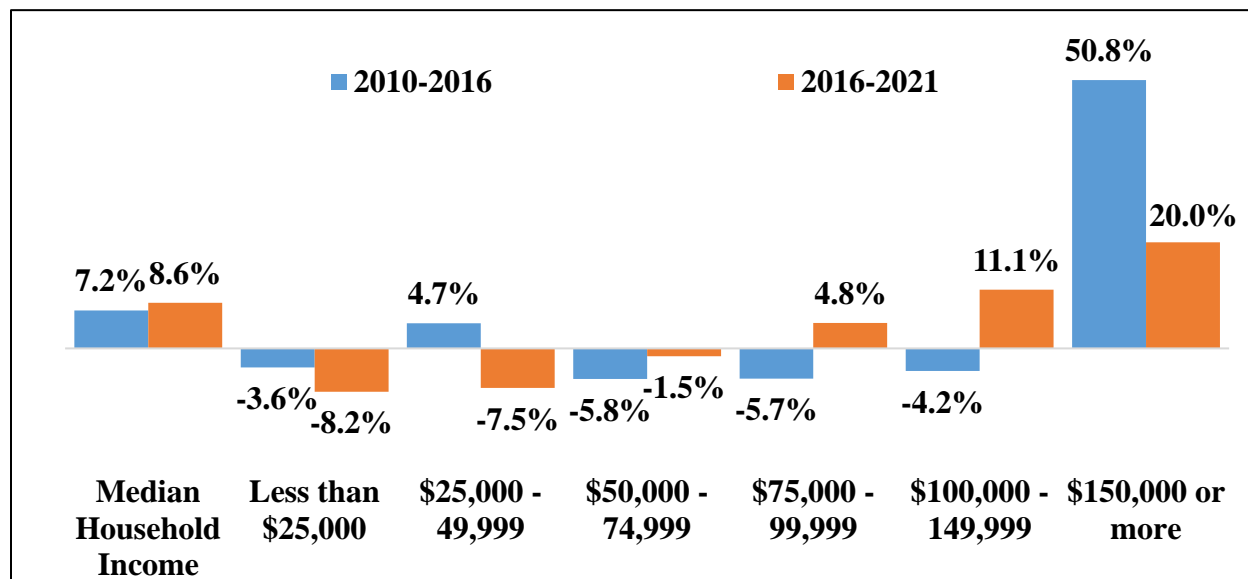
In 2016, Hanover Township had 32,508 households of which 24,303 (74.8%) were families and 8,205 (25.2%) were non-family households. Non-family households include people living alone or with unrelated roommates, as well as unmarried couples without children. In Cook County, there was a slightly larger proportion of non-family households at 37.9%. In 2016, the average household size was 3.1 in Hanover Township and 2.6 in Cook County.

The number of households in Hanover Township decreased slightly by 0.2% between 2010 and 2016 while the total population increased 5.5%. The number of family households increased 3.0%, while the number of non-family households decreased 8.7%. By 2021, the total number of households is projected to increase 4.7%, with the number of family households increasing 4.3% and the number of non-family households increasing 6.0%.

The median household income (MHI) in Hanover Township was \$75,141 in 2016, which was considerably higher than the MHI for Cook County (\$56,902). The MHI also grew faster in the Hanover Township (7.2%) than in Cook County (5.5%).

The fastest-growing income category in Hanover Township was households with an annual income of more than \$150,000 (increase of 50.8%) and the number of households with income of less than \$100,000 decreased across most categories (Figure 3). The MHI is projected to increase 8.6% by 2021. Most income levels are projected to continue either increasing or decreasing at rates comparable to past trends, but the number of households with more than \$75,000 are projected to increase despite past decreases.

Figure 6. Change in Number of Households by Income Groups, 2010-2016 and 2016-2021 Projections, Hanover Township, Illinois



Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

Related to household income levels is the measure of those residents in poverty. In 2016, 9,115 Hanover Township residents (9.1%) had incomes that were below the federal poverty level, compared to 856,682 residents (16.7%) in Cook County (Figure 4). Between 2010 and 2016, the poverty rate, or the percentage of residents in poverty, increased in Hanover Township and in Cook County. The total number of residents in poverty increased by 26.1% in Hanover Township and by 10.1% in Cook County. Poverty rates are projected to increase through 2021, to 9.6% in Hanover Township and 17.4% in Cook County. These poverty rate projections assume the status quo and do not factor in fluctuations in the national economy, nor any local policy interventions.

**Figure 7. Poverty Rates, 2010, 2016, and 2016-2021 Projections
Hanover Township and Cook County, Illinois**

Percentage of Population Below Poverty Level	Hanover Township	Cook County
2010	7.6%	15.3%
2016	9.1%	16.7%
2016-2021 (Projected)	9.6%	17.4%

Change in Number of Residents Below Poverty Level

	Hanover Township		Cook County	
	Total Number	Change in Number	Total Number	Change in Number
2010	7,225	--	779,806	--
2010 - 2016	9,115	26.1%	856,682	10.1%
2016 - 2021 (Projected)	10,055	10.3%	926,073	8.1%

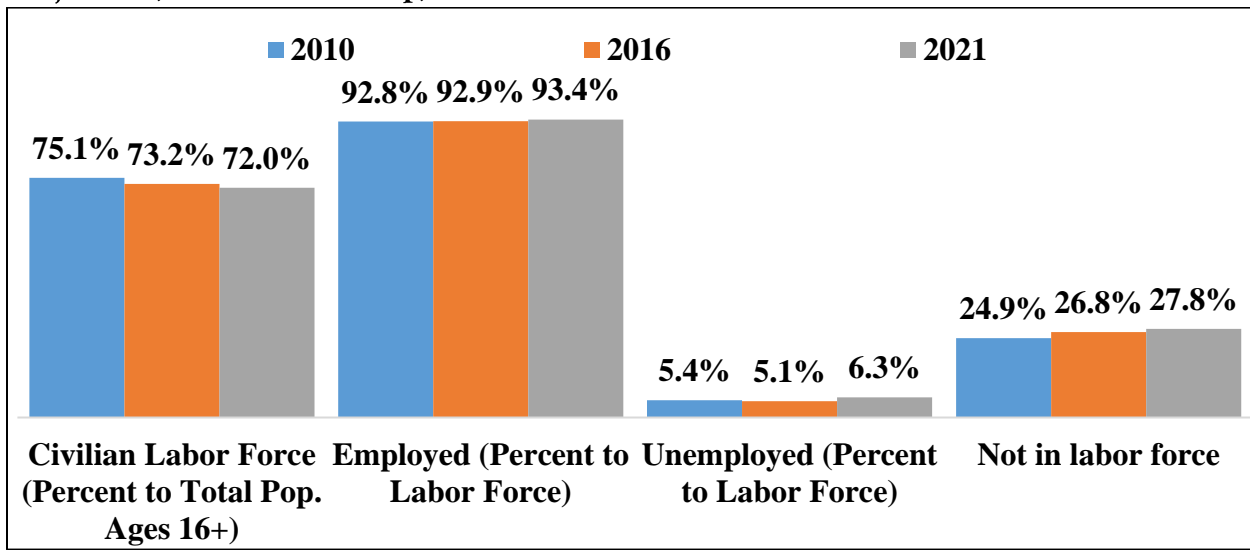
Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

Labor Force and Educational Attainment

In 2016, 73.2% of Hanover Township residents age 16 or over were in the labor force, either working or actively seeking work (Figure 5). The labor force participation rate was slightly higher in Hanover Township than Cook County, where 66.1% of the residents ages 16 and over had a job or were looking for one. Within the Hanover Township labor force in 2016, 5.1% were unemployed but looking for work, which was significantly lower than the Cook County unemployment rate of 9.7%.

In 2010, 5.4% of the labor force was unemployed in Hanover Township, and the total number of unemployed residents decreased as the economy improved. However, the labor force participation rate also decreased. Although unemployment decreased in Hanover Township since the recession, some of it was attributable to people dropping out of the labor force. The population not in the labor force includes retirees, full-time students not seeking employment, and those who abandoned job searches due to discouragement. Information at a sub-county level is limited on the labor force status for people of working age, but not of retirement age.

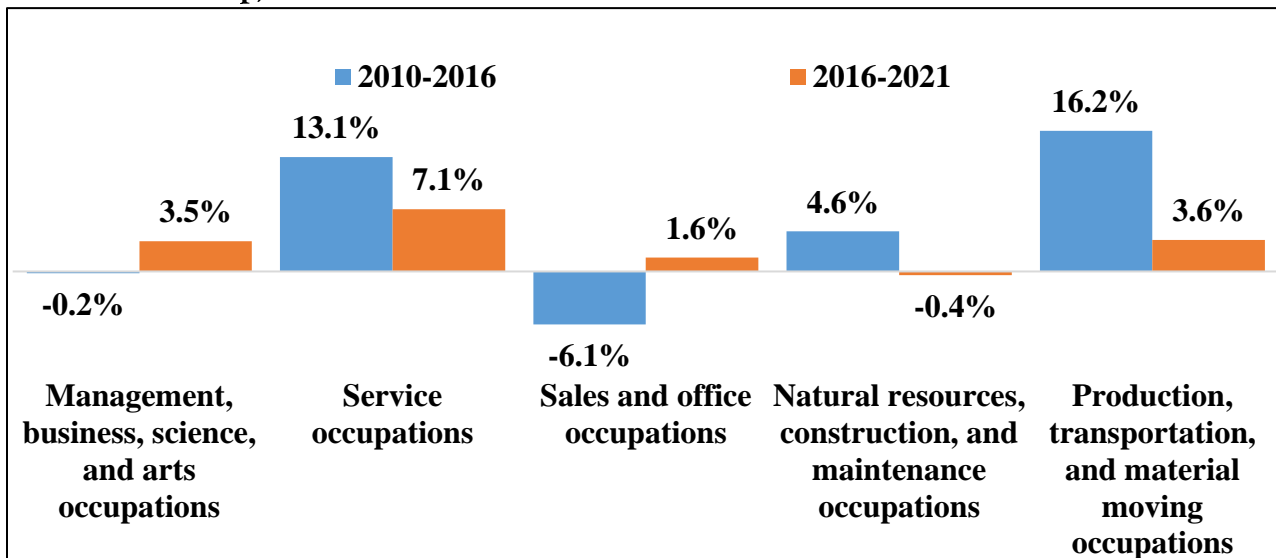
Figure 8. Labor Force and Employment Status, Population Ages 16+, 2010, 2016, and 2021 Projections, Hanover Township, Illinois



Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

The fastest-growing occupational category in Hanover Township was production, transportation, and material moving occupations, which grew by 16.2% between 2010 and 2016 and is projected to increase 3.6% by 2021 (Figure 6). Employment in sales and office occupations decreased by 6.1% but will increase slightly by 1.6% through 2021. The number of residents employed in service occupations increased by 13.1% and is projected to increase 7.1% by 2021.

Figure 9. Change in Employment by Occupation Group, 2010-2016 and 2016-2021 Projections Hanover Township, Illinois



Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2012-2016 and EASI Analytics, Inc., 2016.

Hanover Township had a lower percentage of residents that held bachelor's degrees (30.9%) compared to Cook County (36.7%). Hanover Township also had a higher percentage of residents that had not completed high school (15.9%) compared to Cook County (14.0%). In both Hanover Township and Cook County, the number of those who have not completed high school decreased. The share of residents with postsecondary credentials remained constant in Hanover Township, despite countywide increases.

Figure 10. Educational Attainment Trends, 2010-2016
Hanover Township and Cook County, Illinois

Education Characteristics	Hanover Township			Cook County		
	2010	2016	Percentage Change of Total Number	2010	2016	Percentage Change of Total Number
Population 25 Years of Age and Older	61,774	65,989	6.8%	3,376,501	3,506,277	3.8%
No High School Diploma or GED	10,704	10,523	-1.7%	573,535	503,252	-12.2%
High School Graduate or GED	15,379	17,435	13.4%	850,061	839,916	-1.1%
Some College, or Associate's Degree	16,535	17,637	6.7%	860,303	910,002	5.5%
Bachelor's Degree or Higher	19,156	20,394	6.5%	1,133,415	1,293,518	14.2%

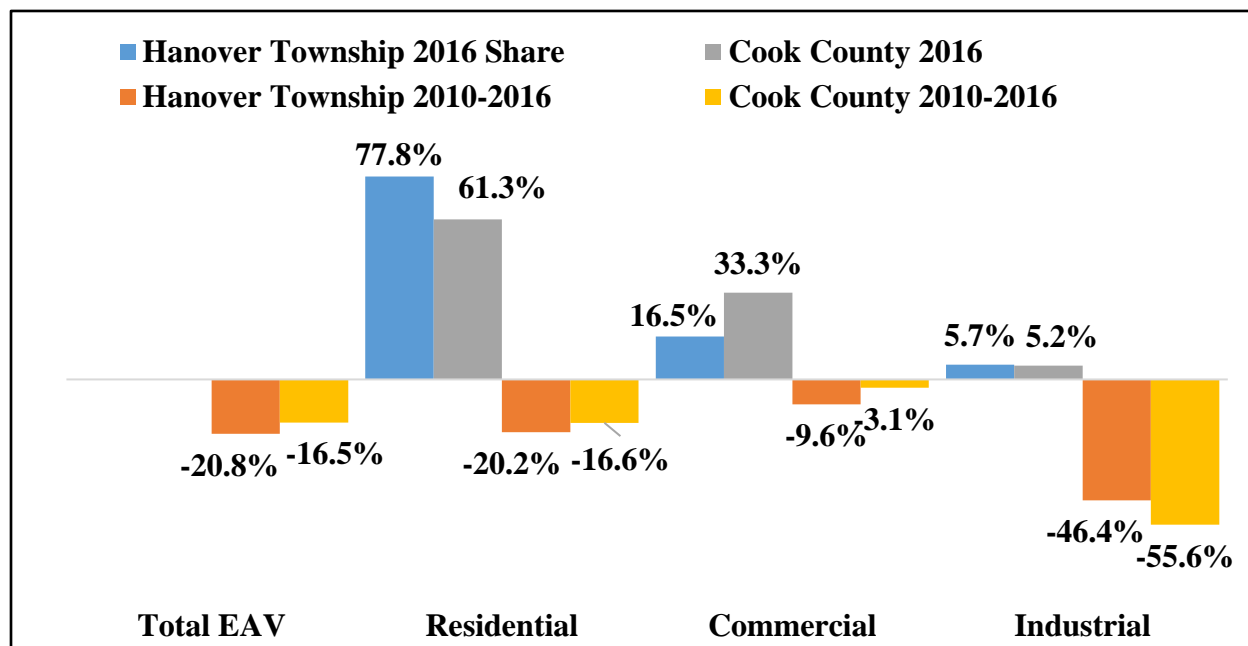
Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2006-2010 and 2012-2016.

Property Tax Base and Business Structure

Between 2010 and 2016, total equalized assessed value (EAV) in Hanover Township decreased 20.8%, which exceeded the 16.5% decline in EAV countywide (Figure 8). Most of the EAV declines were in industrial property due to the national recession. Residential property values decreased 20.2% in Hanover Township and decreased by 16.6% in Cook County. Commercial property values decreased 9.6% in Hanover Township and decreased by 3.1% in Cook County.

Figure 11. Equalized Assessed Value by Selected Property Classes, % of Total in 2016, % Change 2010-2016*

Hanover Township and Cook County, Illinois



Source: Illinois Department of Revenue, 2010 and 2016 Property Tax Statistics, Tables 15 and 28.

*Percentages do not sum to 100 because not all property classes are shown. Farm, Railroad, and Mineral property classes were excluded for simplicity.

Hanover Township has a higher rate of occupancy (96.6%) than Cook County (89.6%) and a higher homeownership rate (81.7% in Hanover Township versus 56.6% in Cook County). Between 2010 and 2016, occupancy decreased 0.2% in Hanover Township, but it increased 0.8% in Cook County, while vacancies increased by 45.5% (Figure 9). Slightly more than three-fourths of occupied housing units in Hanover Township were owner-occupied, and 56.6% of housing units in Cook County were owner-occupied. Hanover Township experienced a decrease in ownership levels from 2010 to 2016 and an increase in rented units. In Cook County, there was a similar shift from owned dwellings to rented dwellings.

In 2016, the share of vacant housing units was smaller in Hanover Township (4.9%) than in Cook County (10.4%), but the vacancy rate increased in the Township while it decreased in Cook County. Information on the characteristics of vacant housing units (i.e., vacant units for sale or for rent) in Hanover Township is unavailable due to data reliability concerns in the American Community Survey dataset.

**Figure 12. Housing Characteristics by Occupancy Status, 2010-2016
Hanover Township and Cook County, Illinois**

Housing Characteristics	Hanover Township			Cook County		
	2010	2016	Change	2010	2016	Change
Total Housing Units	33,729	34,190	1.4%	2,173,433	2,177,342	0.2%
Occupied Housing Units	32,573	32,508	-0.2%	1,936,481	1,951,606	0.8%
Vacant Units	1,156	1,682	45.5%	236,952	225,736	-4.7%
Owner-Occupied ¹	27,547	25,589	-7.1%	1,169,991	1,105,168	-5.5%
Renter-Occupied ¹	5,026	6,919	37.7%	766,490	846,438	10.4%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates, 2006-2010 and 2012-2016.

1 Reflects the percentage of occupied housing units.

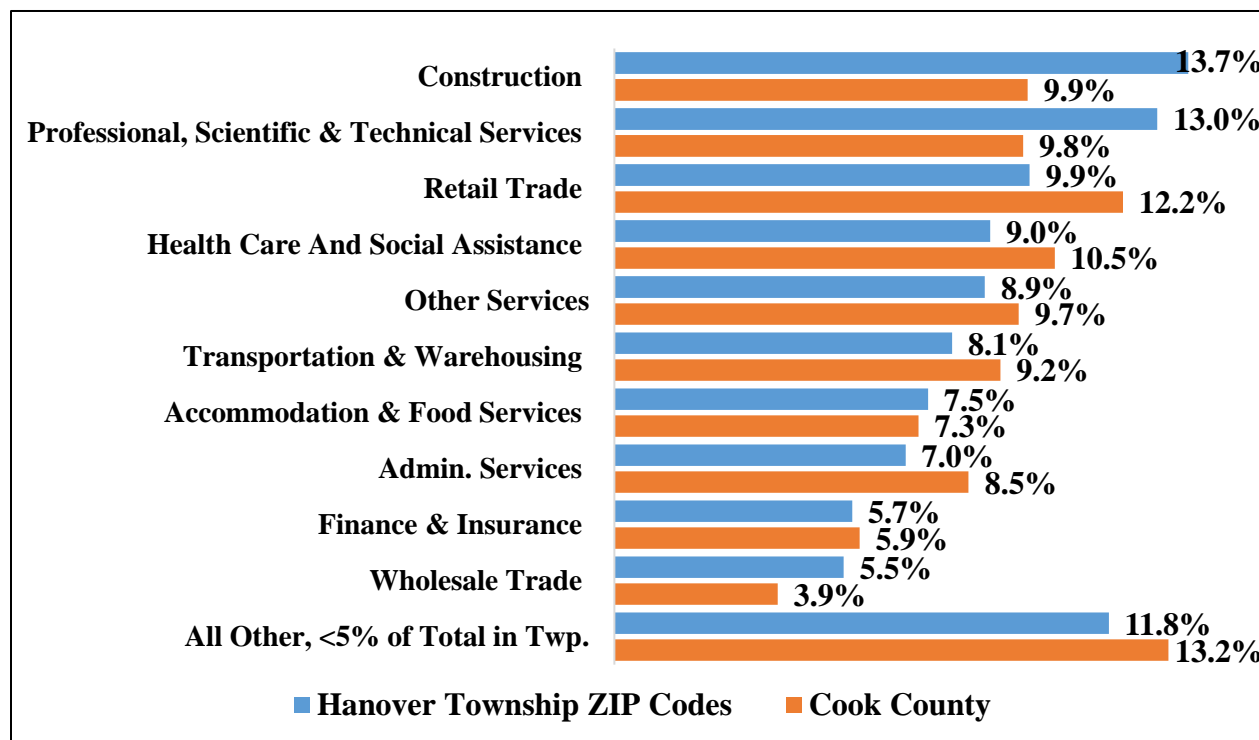
2 Reflects the percentage of vacant housing units.

3 This category includes vacant units that have been sold or rented but not occupied, units designated for seasonal occupancy and migrant worker facilities.

The distribution of business establishments in Hanover Township was similar to Cook County. The most significant differences were in professional/scientific/technical services and construction, which represented a larger share of the total business establishments in Hanover Township.

The industry sector with the most establishments in Hanover Township was construction, which represented 13.7% of establishments compared to 9.9% of establishments in Cook County (Figure 10). The second largest sector by percentage of business establishments was professional services, which represented 13.0% of total establishments in 2016.

**Figure 13. Business Establishments by Industry Sector, 2016
Hanover Township ZIP Codes and Cook County, Illinois***



Source: EASI Analytics, Inc., 2016.

*The following ZIP Codes were used for the Hanover Township: 60103, 60107, 60120.

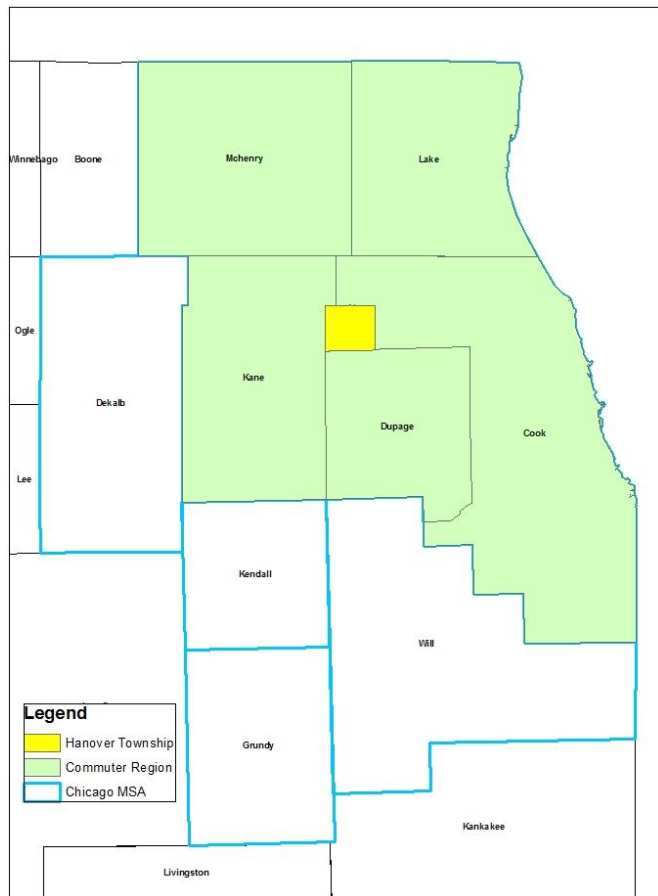
Commuter and Employment Characteristics

Identifying commuting patterns and workforce mobility within regions can be critical to understanding the linkages and how communities, cities and counties are dependent upon each other. For the purposes of this analysis, a commuting region for Hanover Township was determined based on the U.S. Census Bureau’s Longitudinal Employer-Household Dynamics (LEHD) dataset. The commuter region is a contiguous region of counties providing at least 5.0% of the employees for businesses in or at least 5.0% of the jobs for Hanover Township residents (Figure 11).

In 2015, 52.0% of Hanover Township residents and 43.3% of Hanover Township employees worked within Cook County, which is the core of the Chicago MSA. The Chicago MSA is defined as Chicago-Naperville-Elgin, IL-IN-WI MSA and is the third largest MSA by population in the United States. About 17.2% of Hanover Township employees and 21.1% of residents commuted to or from DuPage County. Further, 17.6% of residents and 15.0% of residents commuted to or from Kane County.

Figure 11 illustrates the commuting region in relation to the Chicago MSA. The Chicago MSA includes the counties of DeKalb, Kendall, Grundy, and Will, but they are excluded because they each represent less than 5% of commuters to or from Hanover Township.

Figure 14. Hanover Township's Commuting Region



Source: U.S. Census Bureau, Longitudinal Employment-Housing Dynamics, 2015.

There were 18,255 jobs in the Hanover Township and 49,600 employed Hanover Township residents in 2015. Of the 18,255 jobs in Hanover Township, 15,376 (84.2%) were filled by commuters from other communities. Hanover Township drew about 43.3% of its workers from Cook County, with most of the rest coming from the adjoining Chicago MSA (Figure 12).

Figure 15. Commuters To and From Hanover Township by County, 2015

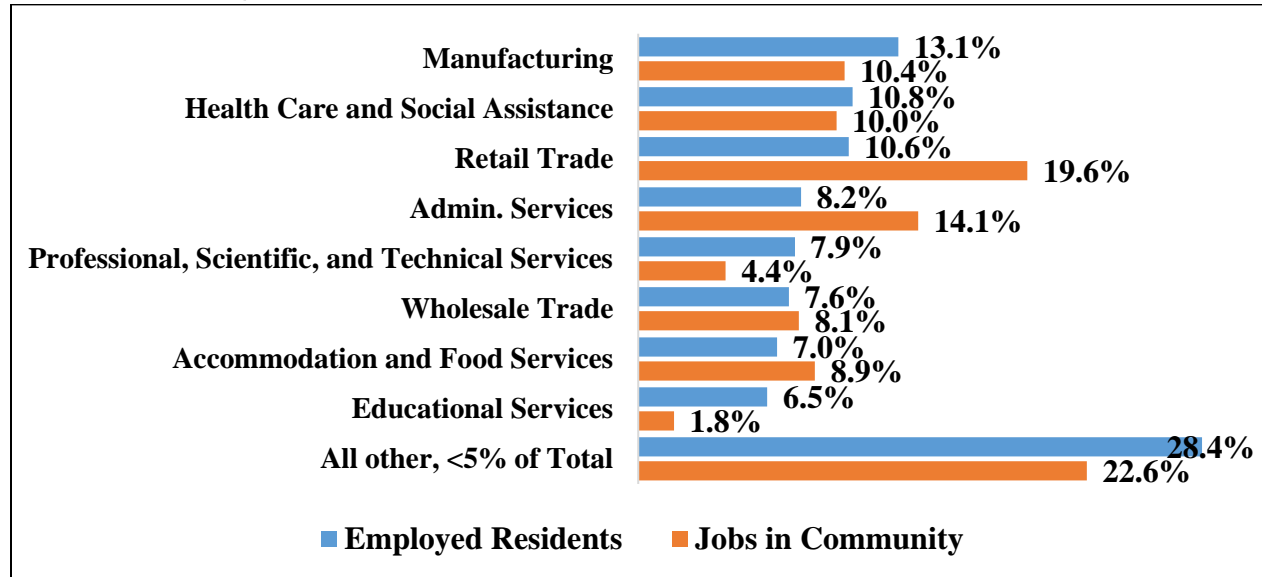
County of Work/Residence	Jobs in Community		Employed Residents	
	Count	Share	Count	Share
All Counties	18,255	100.0%	46,900	100.0%
Cook County, IL	7,898	43.3%	24,372	52.0%
DuPage County, IL	3,142	17.2%	9,877	21.1%
Kane County, IL	3,212	17.6%	7,025	15.0%
Lake County, IL	705	3.9%	2,489	5.3%
McHenry County, IL	992	5.4%	644	1.4%
All Other, <5% Each	2,306	12.7%	3,137	6.7%

Source: U.S. Census Bureau, Longitudinal Employment-Housing Dynamics, 2015.

The largest industry by share of employment for Hanover Township residents was manufacturing, which represented 13.1% of employed residents (Figure 13). Slightly more than 10.0% of residents worked in the health care sector and 10.6% of residents worked in retail trade. Those who worked in Hanover Township, who were primarily commuters from outside the Township, worked in a similar mix of industries, with the most significant difference in retail trade. Manufacturing represents 10.6% of employed residents, but it represents 19.6% of jobs in the community.

Figure 16. Industry Employment of Commuting Workers, 2015

Hanover Township, Illinois



Source: U.S. Census Bureau, Longitudinal Employment-Housing Dynamics, 2015.

Data Sources

The data for this report was obtained from the sources deemed the most reliable and appropriate to their respective topics:

- U.S. Census Bureau, American Community Survey 5-Year Estimates. The American Community Survey (ACS) provides demographic information specific to townships. Several private vendors offer demographic data and projections, but not for township boundaries.
- *EASI Analytics, Inc. (EASI)*. EASI provides estimates of sub-county demographic data based on the decennial census of the population conducted by the U.S. Census Bureau and provides five-year projections. EASI data is unavailable at a township level, so projections were obtained at a ZIP code level. In this report, the ZIP codes used for projections were 60169, 60173, 60193, 60194, 60195.
- *U.S. Census Bureau, Longitudinal Employment Housing Dynamics (LEHD)*. While many public and private data sources provide information on employment by industry, the LEHD dataset is unique in its ability to differentiate place of employment *and* place of work. The LEHD dataset includes the industries of employment for people who live in Hanover Township but do not work in the Township. Other data sources such as the Bureau of Labor Statistics are limited to place of work *or* place of residence.
- *Illinois Department of Revenue (IDOR)*. IDOR maintains an annual property tax statistics database that includes Equalized Assessed Value (EAV) information for all local governments that levy property taxes, with information on properties classified as commercial, industrial, residential, railroad, farm, or mining/mineral. Only commercial, industrial, and residential EAV data were included in this report for simplicity, and because the remaining property classes represent relatively minor shares of the property tax base in the study area.

APPENDIX C:
HANOVER TOWNSHIP 2017-2018
WORKSHOP DEVELOPMENTAL LIST
WORKING DRAFTS OF SHORT- AND LONG-TERM GOALS

APPENDIX C: Hanover Township 2017-2018 Working List of Short- and Long-Term Goals

SHORT-TERM

- Routine
 - Explore establishment of a full-time Veteran's Specialist or similar capacity Township building for this service (STR)
 - Evaluate/assess opportunities to expand multilingual multicultural services (STR)

- Complex
 - Explore strategies for expanded youth transportation (STC)
 - Develop plan for a youth center including potential referendum committee (STC)
 - Identify suitable parcel (s) for potential land acquisition for cemetery/garage/youth center (STC)
 - Develop a plan for acquisition/building fleet management storage (STC)
 - Create a master plan for improvements at the reserves (STC)
 - Identify funding streams development and improvements for the reserves (STC)

LONG-TERM

- Routine
 - Explore options for the creation of affordable housing programs (LTR)
 - Implement language and cultural diversity program (LTR)

- Complex
 - Completion of a Youth Center/Community Center (LTC)
 - Lay ground work for a youth services levy (LTC)
 - Explore needs and consider/evaluate strategy for a Youth Center referendum (LTC)
 - Acquire land and remodel/build a modernized EMS station within Hanover Township's boundaries. (LTC)
 - Completion of and fully operational cemetery (LTC)
 - Execute recommendations of facility plan for building a fleet management storage and operations center(LTC)
 - Fully develop all planned improvements for the reserves (LTC)
 - Complete disabled housing initiative (LTC)