



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
June 19th, 2018
7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
 - A. Veterans Honor Roll – PVT2 Sebastian Kuehner
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of June 5, 2018
 - B. Executive Session Minutes of June 5, 2018
 - C. Consideration of Authorization for Senior Services Nutrition Division Staff Request
 - D. Consideration of Authorization to Purchase Two Replacement Senior Services Transportation Division Buses
- 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.



VETERANS HONOR ROLL

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

NAME: Sebastian Kuehner

ADDRESS: 805 Sumac dr.

CITY/ZIP CODE: Streamwood IL 60107

PHONE #: 630-830-6298

DATE OF BIRTH: May 25, 1930

BRANCH OF SERVICE: Army

HIGHEST RANK ATTAINED: Private 1st

YEARS OF SERVICE: FROM 1953 **TO** 1955

MEDALS AWARDED OR OTHER CITATIONS:

National Defense Service Medal, Army of Occupation Medal,
(Germany), Good Conduct Medal.

INJURIES: Ø

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

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Passports</i>	450	561	859	1,162
Photo fees	\$3,340	\$3,160	\$6,320	\$6,890
Fee deposits	\$11,125	\$11,055	\$20,540	\$23,045
<i>Fishing/Hunting licenses</i>	19	18	47	35
<i>Handicap Placards</i>	24	16	46	30
<i>Cook County vehicle stickers</i>	22	1	23	3
<i>Human Resources Requests</i>	139	152	282	309
<i>New Employee Orientations</i>	4	3	7	5
<i>Technology work orders</i>	49	64	86	98
<i>Resident Contacts</i>	1,657	1,886	3,301	3,882
<i>Percent of Budget Expended (8% of year)</i>	3.5%	5.7%	10.2%	11.3%

Department Highlights

- The Township received a \$6,689 credit on the final audited premium of the Township's Workers Compensation policy through the Illinois Counties Risk Management Trust. The Township's annual workers compensation audit was conducted in April.
- Assistant Administrator Powers and Administrative Specialist Callahan conducted first round interviews for the Administrative Services Receptionist position. Second round interviews will be conducted in June.
- Assistant Administrator Powers assisted Program Manager Zbrzezny with first round interviews for the part-time Senior Services Saturday Receptionist position.
- Administrative Specialist Callahan and Receptionist Szymanska continued updates to budget document for submission for the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award. The GFOA budget document will be submitted for the award in June.
- Administrative Specialist Callahan assisted Director Spejcher with a review of disposal contracts for Township buildings to identify cost savings for a new contract period.
- Assistant Administrator Powers continues to coordinate phone service issues with Call One. On May 25th, the Township experienced a complete failure of the circuit that provides phone service to the Township, which is operated through Call One. Township contracted IT personnel ProxIT Technology was able to put in a place a temporary phone service solution after Call One was unable to do so. Administrative Services is currently evaluating vendors while also working with Call One to identify alternative solutions to the current circuit. Assistant Administrator Powers was able to reach out to Call One Inc. CEO Chris Surdenik in which he indicated Call One would be crediting all our bills back to January 2018 and would be covering the cost to install a new solution for phone service to the building. Call One is still finalizing a timeline but the situation has been escalated to ensure a new service is identified and installed.
- Assistant Administrator Powers attended the Illinois Association of Township Administrators meeting held at Frankfort Township on May 16th.

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OFFICE OF THE ASSESSOR

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Administration</i>				
Office visits	139	148	400	359
Building permits processed	565	466	973	859
Change of Name*	3	5	8	11
Property tax appeals	0	0	0	0
Certificate of Errors	14	76	70	155
Property location updates	0	0	2	3
<i>Exemptions</i>				
Homeowner exemptions	2	18	14	82
Senior homeowner exemptions	4	23	76	80
Senior Freeze exemptions	10	13	58	45
Disabled person & Veteran exemptions	3	22	17	32
Miscellaneous exemptions	2	2	4	8

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. May had a total of 3 visitors after 4:30pm.
- We have a total of 2,570 e-mails on our contact list. We added 13 e-mails in May.
- Chief Deputy Assessor Glascott participated in Student Government Day and attended Youth and Family Services Celebration of Leadership event on May 1.
- Deputy Assessor Christopher attended the Employee Wellness Workgroup on May 23.
- Cook County Treasurer experienced the lowest number of PIN's sold at an annual tax sale.
- The Cook County Assessor's office informed Township Assessors that their staff is being asked to work nights and weekends to expedite processing times in hopes that the property tax bills can be issued by the end of June. Even if the bills are not issued on time, the extra effort may mean that the due date will not be a month late, but will instead be at some time in August.
- On May 24, the Illinois Department of Revenue released the 2017 state equalizer for Cook County. The 2017 equalizer is 2.9627. This is the highest it has been since 2011 which was 2.9706.

Office of the Assessor Mission Statement:

The Hanover Township Assessor is your nearest liaison to the Cook County Assessor's Office. Our duty is to provide professional assistance with questions you may have regarding your real estate assessments and tax bills.

OFFICE OF COMMUNITY HEALTH

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Appointments</i>				
ProTimes	9	17	24	32
TB skin test	3	9	10	13
Cholesterol	0	3	4	5
Pharmaceutical Assistance Programs	2	1	7	1
Miscellaneous labs	17	12	24	20
Wellness Screening (BP, diabetes, anemia)	20	61	77	124
Other	18	35	52	68
<i>Clinic Clients</i>				
Senior Center/ home visits	63	98	178	170
Astor Avenue	3	8	7	10
Elgin, Izaak Walton Center	0	0	4	3
Offsite clinics	7	11	18	26
Total clients (unduplicated)	44	50	133	112
<i>Public Education & Health Promotion</i>				
Media coverage	4	4	8	4
Informational seminars/Program	5	9	14	18
Program Participants	104	460	398	657
<i>Primary Care Provider Support</i>	7	5	13	7

Department Highlights

- Nurses provided 6 home visits for residents in the month of May.
- Community Health Assistant Daccardo, Community Health Nurse Arriola and Community Health Director Smith participated in Student Government Day on May 1st.
- Community Health Director Smith attended the Community Service Awards Reception at the Senior Center on May 2nd.
- The department hosted its 5th Annual Sprint 2 Spring 5k at the Izaak Walton Center on May 5th. 230 people registered for the annual run and walk.
- Community Health Nurse Arriola resigned from her position on May 11. The department will be conducting interviews to hire a new Community Health Nurse.
- Community Health Director Smith provided puberty education for 53 fifth grade students at Hanover Countryside Elementary School on May 16th.

Office of Community Health Mission Statement:

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

OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
Website Visits*(total)	5,802	4,920	9,307	10,721
Website Visits (unique)	4,110	2,753	8,213	4,461
Facebook Likes	28	23	56	49
Facebook Reach	14,090	N/A	14,090	N/A
Twitter Followers	13	25	28	68
YouTube Views	295	380	606	646
Media Releases	7	5	8	6
Veteran Contacts	87	5	160	12
Total Veterans served	84	12	155	7
Total Resident Contacts (Elgin office)	392	445	529	644

*Facebook Reach: The number of people who had any posts from the Township page enter their screen (mobile & desktop).

Department Highlights

- Director Kuttenberg participated in the Student Government Day activities held on May 1 at the William Tiknis Campus.
- Director Kuttenberg attended the Committee on Youth Leadership Awards ceremony on May 1 at the Senior Center.
- Communications Specialist Spirou attended the Supervisor’s Community Service Awards reception on May 2 at the Senior Center.
- Community and Veterans Affairs staff attended the Office of Community Health’s 5th Annual Sprint 2 Spring 5k on May 5 at the Izaak Walton Center & Reserve.
- Director Kuttenberg, Administrator Barr and Mental Health Board Manager Vana met with UP Development and the Housing Authority of Elgin on May 11 to discuss the Hanover Landing initiative.
- Director Kuttenberg attended the monthly meeting of the Streamwood Community Relations Commission on May 14.
- Director Kuttenberg and Supervisor McGuire attended the Bartlett Area Chamber of Commerce’s annual “Breakfast with the Mayors” event on May 16 at Bartlett Hills. Hanover Park Mayor Craig and Bartlett Mayor Wallace gave presentations on the state of their economies and provided updates on capital improvement projects.
- Director Kuttenberg and Trustee Essick attended the Township Officials of Cook County Spring Conference on May 16 at the William Tell Holiday Inn in Countryside. Lieutenant Governor Evelyn Sanguinetti provided remarks and Eric Shipman, Chief of Police for the Federal Reserve Bank, Chicago, provided the keynote address on the topic of leadership.
- Director Kuttenberg attended the quarterly meeting of the Woodland Meadows East Homeowners Association meeting on May 22 at the Izaak Walton Center.
- Director Kuttenberg attended summer lunch program training for the Northern Illinois Food Bank on May 23 at the Elgin YWCA.
- Director Kuttenberg coordinated a visit of Hanover Park Trustee Sharmin Shahjahan on May 24 at the Township Senior Center. Administrator Barr and Director Colagrossi also participated in the visit for purposes of educating the Trustee on the Township’s programs and services.

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DEPARTMENT OF EMERGENCY SERVICES

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Volunteers</i>				
Total volunteers	33	28	33	28
New volunteers	0	2	0	2
<i>Hours</i>				
Volunteer Detail Hours	500	301	828	548
Volunteer Work Hours	299.5	161	615	376
Volunteer Training Hours	329	242	713	518
<i>Total Volunteer Hours</i>	1,128.5	704	2,156	1,442
<i>Details</i>				
Emergency Call Outs	16	6	19	9
Safety Patrols	4	3	7	6
Township Sponsored Events	0	3	1	8
Other Community Events	2	4	6	6
Miscellaneous	0	0	0	0
<i>Total Details</i>	22	16	33	29

Department Highlights:

- On May 1st, HTES responded to Hanover Park Fire Department for a general alarm for a reported structure fire on Arlington Drive and on May 14th for a reported structure fire on Ontarioville Road.
- HTES assisted Streamwood Police Department with traffic control for a structure fire on May 2nd. Traffic control was provided at Teak Lane and East Avenue and Teak Lane and Butternut Lane.
- HTES conducted severe weather spotting and damage assessment on May 2nd.
- On May 12th, HTES assisted Barrington Hills Police Department with traffic control along route 59 following a major accident.
- On May 15th, HTES assisted Hanover Park Fire Department with a structure fire on Clarendon Court.
- HTES assisted Streamwood Police Department with traffic control along Schaumburg Road following a major accident on May 16th.
- HTES assisted Hanover Park Fire Department on May 18th following a light aircraft accident.
- HTES responded to an Illinois Search and Rescue search request in Streator on May 26th.
- HTES assisted Fox River Fire Rescue District for a structure fire in Campton Hills on May 27th.
- HTES assisted a resident with flooding in the front yard of the residence on May 30th.
- On May 30th, HTES responded to a request for assistance from Elgin Police Department and Elgin Community Emergency Response Team for a flooded street at Erie Drive and Dennis Drive.
- On May 30th, HTES assisted South Barrington Police Department with traffic control along Bartlett Road due to flooding.
- HTES assisted Elgin Police and Fire Departments on May 12th with traffic control for the Annual Firefighters Memorial Service at the Elgin Fire Museum.
- HTES assisted Streamwood Police Department on May 27th with traffic control for the annual Memorial Day Ceremony.
- Safety patrols were conducted on May 5th, 11th, 18th, and 25th.

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DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Administration</i>				
Vehicle service calls	13	4	54	17
Work orders	37	68	52	125
Event set-ups/tear downs	227	210	428	392
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,365	4,175	8,769	8,356
Town Hall	5,580	6,240	11,280	13,140
Senior Center	26,942	29,415.75	52,814	56,140.08
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	119.13	179.22	454.79	467.50
Town Hall	146.07	329.44	1,192.42	883.19
Senior Center	1,508.22	1,306.51	2,948.05	2,606.16
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	71	0

Department Highlights

- Facilities and Road Maintenance staff continue cutting grass at Township buildings and reserves. The department has also been mowing retention ponds and along unincorporated roadways. May experienced record rainfall that has led to additional mowing demands.
- Director Spejcher identified a contractor to install automatic locking door system for the entrance doors at Astor Avenue Community Center and the Senior Center. The feature will allow staff to push a button to automatically lock entrance doors in the event of an external threat, but still allows pass through in the event staff/visitors needed to evacuate the building.
- Facilities and Road Maintenance staff began spring cleanup and new plantings at Township reserves.
- Facilities and Road Maintenance Department is receiving quotes to replace HVAC RTU's at the Community Resource Center and Town Hall.
- Director Spejcher is waiting on the final design of walking path at Naomi Walters Lenoci Reserve from 2mi Engineering group.
- Brush pick up was completed for the month of May.
- Astor Avenue Community Center interior painting project was completed.
- Facilities staff patched and painted two offices in the Youth and Family Services Department for new employees.
- The Road Maintenance Division is receiving quotes for crack filling on unincorporated Township roads.
- The Rolling Knolls resurfacing project is still on scheduled for a late August start date to be completed the end of September.

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OFFICE OF THE MENTAL HEALTH BOARD

Report for May 2018

SERVICE PROVIDED	APRIL 2018	APRIL 2017	FYTD 2019	FYTD 2018
<i>Grant Funding</i>				
New clients	1,102*	943	1,102*	943
Ongoing Clients	0	0	NC	NC
Closed Cases	52	49	52	49
Prevention Programming Presentations	54	50	54	50
Number in audience	694	2,468	694	2,468
<i>TIDE</i>				
Participants	16	18	16	18
Rides	121	132	121	132
<i>Resource Center</i>				
Organizations providing services	5	5	5	5
Clients served	61	84	61	84

*Due to reporting website issues, 7 agencies have not reported April 2018 numbers

Department Highlights

- The Mental Health Board met on May 22, 2018 and awarded the following:
 - Summit School, Inc. received \$15,000 in capital funding to assist with the cost the agency has incurred to replace the HVAC system in the school. In the last fiscal year, they served 46 Hanover Township school-aged children in their Early Learning Center.
 - Renz Addiction Counseling Center received \$25,000 in emergency funding to assist with the administrative costs associated with affiliating Renz Center with Ecker Center for Mental Health. The affiliation is anticipated to create a strong integrated behavioral health system to deliver more efficient and comprehensive behavioral health services. Together, the agencies served over 500 Hanover Township residents last fiscal year.
- The Mental Health Board approved the following officer appointments at their meeting on May 22, 2018: Kathy Biesiadecki, Chair; Meghan Nelson, Vice Chair; Kristen Cruthers, Secretary. These positions are one year terms and will begin July 1, 2018.
- Mental Health Board Member Maureen Lue did not seek re-appointment to the Mental Health Board, with the anticipation of moving out Hanover Township soon.
- Five focus groups were completed as a part of the MHB needs assessment in May. Focus groups included users of mental health, substance abuse and developmental disability services, in addition to 2 groups of Hanover Township youth. 2 additional groups will be completed in June, with the anticipation of facilitating one of those groups in Spanish.
- Manager Vana completed site visits to Leyden Family Services and DayOne PACT. Leyden is still owed \$500,000 from the State of Illinois and continues to make necessary changes to administrative services to continue providing direct detox/rehab services. DayOne PACT also expressed struggles with the State of IL and the processes in place to receive payment. Neither agency was in need of a follow up visit.
- The Human Services Coordinating Council met on May 30th with 19 individuals present. Elgin Community College Work Force program coordinator presented to the group to discuss ways ECC could partner with local agencies and community leaders to provide internships and volunteer opportunities for ECC students. The next meeting will take place August 29th at the Izaak Walton Center.

Mental Health Board Mission Statement:

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

DEPARTMENT OF SENIOR SERVICES

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Programming Division</i>				
Planned programs	256	213	486	421
Participants	3,312	3,109	6,487	5,775
Participants (unduplicated)	738	789	881	986
Wait listed (unduplicated)	80	111	94	199
Art & Computer classes	61	51	122	97
Art & Computer class participants	407	349	743	696
New volunteers	4	7	8	9
Total volunteers (unduplicated)	150	144	187	171
Volunteer hours reported	2,314	2,513	4,424	5,252
Meals Served	1,374	990	2,641	2,051
Meals delivered by volunteers	1,906	1,152	3,593	2,043
<i>Social Services Division</i>				
Clients served (unduplicated)	162	159	269	270
Clients served (duplicated)	222	184	455	299
Energy Assistance	17	10	28	22
Prescription drugs & health insurance assistance	117	95	227	174
Social Service programs	13	10	26	20
Social Service program participants	73	65	264	209
Lending Closet transactions	128	113	227	215
<i>Transportation Division</i>				
One way rides given	1,872	1,919	3,569	3,579
Individuals served (unduplicated)	233	216	317	288
New riders	69	69	317	288
Unmet requests for rides	45	31	71	71

Department Highlights:

- Due to the high demand, an additional trip to *Hamilton* was scheduled on May 16th. A total of 55 participants from the waitlist were able to attend.
- The Transportation Division provided shuttles on May 2nd for the Sprint to Spring 5K for a total of 112 rides.
- Social Services hosted a special event for National Older Adult Mental Health Awareness Day on May 18. Therapist Trish Abbey provided free depression screenings and resources were available in the Senior Center lobby.
- Social Services Specialist Mondragon spoke to the Elgin Community College ESL class on May 17th to share information on Township resources and programs.
- Social Services Division staff completed annual Senior Health Insurance Program (SHIP) training, CEDA Percentage of Income Payment (PIPP) recertification, veteran's benefits training and LGBTQ+ Competency training this month. Manager Conway and Director Colagrossi also attended a workshop hosted by AgeOptions on May 8th called "Aging and Diversity."
- Nutrition Services continues a daily average of 60 people in congregate meals and 70 people in the Home Delivered Meals (including weekend meals). This month a third salad option was introduced to both café and home delivered meals, which has increased in popularity.
- Manager Perri and HDM Assistant Coletta attended the National Restaurant Association show in Chicago on May 14.

DEPARTMENT OF WELFARE SERVICES

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>General Assistance</i>				
General Assistance clients	12	11	24	23
General Assistance appointments	24	24	54	53
Emergency Assistance appointments	21	16	37	27
Emergency Assistance approved	3	1	5	1
Crisis intake clients	102	121	200	224
Access to Care	0	0	0	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	30	39	62	79
Circuit Breaker	0	0	1	0
<i>Social Services</i>				
ComEd Hardships	5	5	11	5
Weatherization	0*	0*	0*	0*
<i>Food Pantry</i>				
Served (Households)	615	708	1,186	1,348
New applications	28	16	49	32
Food Donations	51	40	97	85
<i>Community Center Walk-Ins</i>	233	233	409	430

* Program Closed

Department Highlights:

- LIHEAP applications were slightly lower this month than in April as the program closed on May 13th.
- Salvation Army continues to be a valuable resource. In May, seven applications were submitted.
- Director Imperato completed SSI/SSDI Outreach, Access and Recovery (SOAR) certification. This program allows Welfare Services staff to process social security disability applications for residents experiencing or at risk of homelessness or who are returning to the community from institutions (jails, prison or hospitals). Case Manager Carstensen is completing the certification.
- Case Manager Carstensen hosted the May Community Resource Group “Planting Hope” with seven in attendance. Participants in this group wrote a “hope and goal” on seed paper that they planted in planters they decorated. This group continues to be a favorite of our residents.
- Welfare Services staff attended the Northern Illinois Food Bank Summer Lunch Program training. The Summer Lunch Program began June 4th at the Astor Avenue Community Center.
- Community Service Awards banquet took place on May 2nd with 120 in attendance.
- CEDA bi-lingual Spanish speaking staff are onsite at Astor Avenue Community Center every Wednesday from 8:30am – 4:30pm to assist residents with dental, auto, vision, housing and employment needs.
- Senator Castro’s office continues to be onsite every Tuesday from 1:30pm to 6:00pm to assist residents with state program issues.

Welfare Services Mission Statement:

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

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for May 2018

SERVICE PROVIDED	MAY 2018	MAY 2017	FYTD 2019	FYTD 2018
<i>Outreach & Prevention</i>				
Open Gym participants	1,164	974	2,821	2,685
Open Gym participants (unduplicated)	479	398	492	494
Alternative to Suspension referrals	0	0	2	0
Alternative to Suspension participants	229	225	558	482
Alternative to Suspension participants (unduplicated)	121	102	124	108
<i>Clinical</i>				
Therapy clients	454	348	977	705
Therapy clients (unduplicated)	158	166	352	324
New clients (unduplicated)	9	30	24	29
Clinical hours	296	248	598	541
Group session participants	135	129	311	386
<i>Tutoring Participants</i>				
Total	0	23	185	329
Unduplicated	0	23	64	95

Department Highlights:

- Tutoring Services metrics are lower this year due to the program ending in April and more students participating in spring athletics. Summer Tutoring Services will begin in June.
- Student Government Day was held in cooperation with Streamwood High School and the Village of Streamwood on May 1. Thirty seven Streamwood High School seniors participated and shadowed various township officials and staff for the day.
- The Hanover Township Committee on Youth held their annual Celebration of Leadership Awards Reception on May 1. The reception recognizes various youth and adults for their outstanding leadership in serving youth.
- Director Parquette, Manager Cohen, Interventionist Dickinson and Coordinator Teachout attended the Hanover Township Supervisor's Community Services Awards Dinner on May 2.
- Director Parquette attended the Village of Hanover Park Safe Communities Coalition Accreditation Recognition on May 3.
- Youth and Family Services coordinated the Streamwood High School advanced placement testing on the Township campus from May 7 through May 18.
- Director Parquette attended the School District U-46 School Safety Task Force meeting on May 7.
- Director Parquette met with Shannon Henderson, Streamwood High School Multi-tiered Systems of Support (MTSS) Coordinator on May 9 to discuss providing a freshman orientation/engagement program which would be launched in August.
- Director Parquette, Manager Houdek and Assistant Administrator Powers conducted first round interviews for a full time bilingual therapist on May 17, 2018.
- Manager Cohen and Interventionist Dickinson attended Oak Hill Elementary School's end of the year Family Night on May 23, 2018.

Youth and Family Services Mission Statement:

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

Hanover Township

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

	Subtotal	Alexian Invoices	Total
Total Town Fund	106,637.27	137.00	106,774.27
Total Senior Center	69,688.54		69,688.54
Total Welfare Services	10,776.89		10,776.89
Total Road Maintenance	6,350.01	165.00	6,515.01
Total Mental Health Board	60,295.06	1,230.64	61,525.70
Total Retirement	-		
Total Vehicle	200.00		200.00
Total Capital	12,300.00		12,300.00
Total All Funds	266,247.77	1,532.64	267,780.41

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

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

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

June 5 - 18, 2018

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	06/11/2018	CC May 18	JP Morgan Chase	phone wall mount (5), Phone Adapter (4), Attendant Console (1 of 2)	198.00
Check	06/11/2018	CC May 18	JP Morgan Chase	phone wall mount (5), Phone Adapter (4), Attendant Console (2 of 2)	307.69
Total 1014410 · Equipment Purchases					505.69
1014430 · Computer Equipment & Software					
Check	06/11/2018	CC May 18	JP Morgan Chase	Human Resources Information Software Monthly Fee	322.00
Check	06/11/2018	CC May 18	JP Morgan Chase	E-Communications Service - April	63.75
Check	06/11/2018	CC May 18	JP Morgan Chase	MTA Annual Website Renewal - To Be Reimbursed	149.00
Check	06/11/2018	CC May 18	JP Morgan Chase	E-Communications Service - May	63.75
Check	06/11/2018	CC May 18	JP Morgan Chase	Hanover-Township.com Domain Annual Renewal	39.99
Check	06/11/2018	CC May 18	JP Morgan Chase	Quickbooks Pro 2018, Payroll Annual Fee, 3 license	935.96
Check	06/12/2018	126632	Access 1 Source	Inv# 68370 Monthly Time & Attendance Clock Connection (2)	274.50
Check	06/12/2018	126662	Constituent Outreach Consultants LLC.	Inv# 1040 Mobile Phone Annual Fee 2018	2,200.00
Check	06/12/2018	126683	ProxiT Technology Solutions	Inv# 19305 IT Support (32 hours) June 2018	2,720.00
Check	06/12/2018	126683	ProxiT Technology Solutions	Inv# 19311 Annual Email Spam Protect	1,100.00
Check	06/12/2018	126683	ProxiT Technology Solutions	Inv# 19315 Annual Microsoft Server Certificate	199.00
Total 1014430 · Computer Equipment & Software					8,067.95
Total 101CAP · Capital Expenditures					8,573.64
101CHN · Community Health					
1014453 · Printing					
Check	06/11/2018	CC May 18	JP Morgan Chase	5k Banners	60.76
Check	06/12/2018	126653	Braden Interact Business Products (SS)	Inv# 487337 Copy Charges04/28/18 - 05/27/18	17.98
Total 1014453 · Printing					78.74
1014456 · Community Affairs					
Check	06/11/2018	CC May 18	JP Morgan Chase	5k Medals (68)	327.18
Check	06/11/2018	CC May 18	JP Morgan Chase	Ice for 5k	11.12
Check	06/11/2018	CC May 18	JP Morgan Chase	Water for 5k	11.63
Check	06/11/2018	CC May 18	JP Morgan Chase	5k volunteer snacks	31.95
Check	06/12/2018	126645	Tower Hill Stables	Health Expo 2018 Petting Zoo Deposit	275.00
Total 1014456 · Community Affairs					656.88
1014465 · Medical Supplies					
Check	06/12/2018	126688	Stericycle, Inc	Inv# 4007873780 Medical Waste Disposal	422.37
Check	06/12/2018	126707	McKesson Medical Surgical	Inv# 27424988 Blood Test Strip	222.03
Total 1014465 · Medical Supplies					644.40
1014466 · Communications					
Check	06/11/2018	CC May 18	JP Morgan Chase	Sprint 2 Spring 5k Facebook Ad	60.13
Check	06/15/2018	126747	Verizon Wireless (00002)	Inv# 998074629 Monthly Charges	53.39

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Type	Date	Num	Name	Memo	Amount
Total 1014466 · Communications					113.52
1014491 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	2,043.96
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	2,043.96
Total 1014491 · Health Insurance					4,087.92
Total 101CHN · Community Health					5,581.46
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	06/15/2018	126742	Canteen Refreshment Services	Inv# 5256000106873 Water Machine Filter Replacement	75.00
Total 1014617 · Equipment & Furniture					75.00
1014619 · Office Supplies					
Check	06/12/2018	126687	Staples	Inv# 3377550743 SEB Clipfolio	7.99
Check	06/12/2018	126687	Staples	Inv# 3378057828 SLR Top Load Camera Bag	24.99
Check	06/12/2018	126687	Staples	Inv# 3377550742 32GB USB	22.29
Total 1014619 · Office Supplies					55.27
1014623 · Satellite Office Phone & Intrnt					
Check	06/12/2018	126650	AT&T 697	Acct# 847 742-8953 697 Monthly Charge 4/23-5/22	29.27
Check	06/15/2018	126741	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 6/4-7/5	189.85
Total 1014623 · Satellite Office Phone & Intrnt					219.12
1014624 · Travel					
Check	06/11/2018	CC May 18	JP Morgan Chase	Government Social Media Conference Transportation/Lodging/Meals	926.22
Check	06/12/2018	126641	Kuttenberg, Thomas W	Mileage Reimbursement	74.03
Total 1014624 · Travel					1,000.25
1014626 · Community Service Award					
Check	06/11/2018	CC May 18	JP Morgan Chase	Supervisor Community Service Awards Banquet Supplies	125.45
Check	06/11/2018	CC May 18	JP Morgan Chase	Supervisor Community Service Awards Cake	55.99
Check	06/11/2018	CC May 18	JP Morgan Chase	Supervisor Community Service Awards Dinner (110)	944.61
Total 1014626 · Community Service Award					1,126.05
1014627 · Community Affairs					
Check	06/15/2018	126745	Signs by Tomorrow	Inv# 24909 Township Banner	116.50
Total 1014627 · Community Affairs					116.50
1014629 · Dues and Subscriptions					
Check	06/15/2018	126735	Courier News	Newspaper Subscription	31.77

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June 5 - 18, 2018

Type	Date	Num	Name	Memo	Amount
Total 1014629 · Dues and Subscriptions					31.77
1014691 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	681.32
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	681.32
Total 1014691 · Health Insurance					1,362.64
Total 101CMA · Community Relations					3,986.60
Total 101CVA · Community & Veteran Affairs					3,986.60
101ES · ES - Expenditures					
1014802 · Equipment					
Check	06/05/2018	126537	Fullife Safety Center	Inv# 39377 LED Wands	78.00
Check	06/05/2018	126537	Fullife Safety Center	Inv# 39444 Collapsible Orange Cones (5)	172.26
Check	06/11/2018	CC May 18	JP Morgan Chase	Motorola Pagers Replacement Batteries	29.98
Total 1014802 · Equipment					280.24
1014803 · Uniforms					
Check	06/05/2018	126539	Ray O'herron Co., Inc.	Inv# 1829077-IN Streetgear/Shirt/Flag/Nameplate/Belt	342.80
Check	06/12/2018	126651	Bartlett Sports	Inv# 4894 Navy Caps (25)	375.00
Check	06/12/2018	126684	Ray O'herron Co., Inc.	Inv# 1831104-IN Patches (50)	169.00
Total 1014803 · Uniforms					886.80
1014806 · Office Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	Cleaning Supplies, Coffee, Cups, Plates	93.23
Check	06/11/2018	CC May 18	JP Morgan Chase	C Batteries 12 pack, 9 volt batteris 8 pact	23.74
Check	06/11/2018	CC May 18	JP Morgan Chase	Toner Cartridge	74.34
Total 1014806 · Office Supplies					191.31
1014807 · Miscellaneous					
Check	06/11/2018	CC May 18	JP Morgan Chase	Laundry Service for Table Covers and EOC Cot Bedding	250.00
Total 1014807 · Miscellaneous					250.00
1014808 · Education & Training					
Check	06/11/2018	CC May 18	JP Morgan Chase	Training Conference Refreshments	47.90
Check	06/11/2018	CC May 18	JP Morgan Chase	Conference Presentation Boards, Markers, Folders, Paper	73.05
Check	06/11/2018	CC May 18	JP Morgan Chase	Training Conference Refreshments	52.14
Check	06/11/2018	CC May 18	JP Morgan Chase	Training Conference Breakfast and Coffee (75)	101.75
Check	06/11/2018	CC May 18	JP Morgan Chase	Conference Presenters Appreciation (10)	120.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Conference Attendees Lunch (75)	567.65
Check	06/11/2018	CC May 18	JP Morgan Chase	Illinois Search and Rescue Council Annual Membership - Hanson	51.82
Check	06/15/2018	126731	Illinois Department of Public Health	Emergency Medical Responder Certification (21)	1,155.00
Total 1014808 · Education & Training					2,169.31

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Type	Date	Num	Name	Memo	Amount
1014810 · Travel					
Check	06/11/2018	CC May 18	JP Morgan Chase	IESMA Conference Lunch (3)	48.11
Check	06/11/2018	CC May 18	JP Morgan Chase	IESMA Conference Dinner (3)	67.78
Check	06/11/2018	CC May 18	JP Morgan Chase	IESMA Conference Dinner (4)	115.57
Check	06/11/2018	CC May 18	JP Morgan Chase	Hotel Room for IESMA Conference Attendee (2 nights)	158.20
Check	06/11/2018	CC May 18	JP Morgan Chase	Hotel Room for IESMA Conference Attendee (2 nights)	158.20
Check	06/11/2018	CC May 18	JP Morgan Chase	Hotel Room for IESMA Conference Attendee (2 nights)	158.20
Check	06/11/2018	CC May 18	JP Morgan Chase	Hotel Room for IESMA Conference Attendee (2 nights)	158.20
Total 1014810 · Travel					864.26
1014813 · Vehicle Fuel & Maintenance					
Check	06/11/2018	CC May 18	JP Morgan Chase	Car Wash for 9100	11.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Fuel Return trip from IESMA Conference for 9100	31.73
Check	06/11/2018	CC May 18	JP Morgan Chase	Car Wash for 9100	9.00
Check	06/12/2018	126670	Hopkins Ford	R/O# 624639/1 1993 Chevy F450 Diesel Oil Change	74.60
Check	06/12/2018	126670	Hopkins Ford	R/O# 624640/1 2014 Ford F350 Multi Point Inspection/Oil Change	39.52
Check	06/12/2018	126670	Hopkins Ford	R/O# 624646/1 2013 Ford Expd Multi Point Inspection/Oil Change	48.40
Check	06/12/2018	126670	Hopkins Ford	R/O# 624789/1 2013 Ford Expd Brake Light Repair	14.05
Check	06/12/2018	126697	Village of Hanover Park (Fuel)	Inv# 2018-009 May 2018 Fuel	574.34
Total 1014813 · Vehicle Fuel & Maintenance					802.64
1014814 · Communications					
Check	06/15/2018	126747	Verizon Wireless (00002)	Inv# 998074629 Monthly Charges	92.75
Total 1014814 · Communications					92.75
1014891 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	2,057.62
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	2,057.62
Total 1014891 · Health Insurance					4,115.24
Total 101ES · ES - Expenditures					9,652.55
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	06/11/2018	CC May 18	JP Morgan Chase	Senior Center Liquor License Renewal	600.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Senior Center Liquor License Renewal Fee	14.10
Total 1014503 · General Insurance					614.10
1014514 · Employee Recognition					
Check	06/11/2018	CC May 18	JP Morgan Chase	Employee Retirement Refreshments	53.42
Check	06/11/2018	CC May 18	JP Morgan Chase	Employee Retirement Appreciation Gift	50.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Employee Retirement Flower Arrangement	37.44
Total 1014514 · Employee Recognition					140.86

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Type	Date	Num	Name	Memo	Amount
Total 101ISE · Insurance & Employee Benefits					754.96
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	06/18/2018	126749	Kopon Airdo, LLC	Legal Fees - May 2018	8,505.20
Total 1014502 · Legal Services					8,505.20
Total 101LEA · Legal & Auditing					8,505.20
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Check	06/15/2018	126734	Bade Supply	Inv# 18305 Can Liners/Gloves/Glass Cleaner/Soap	425.14
Total 1014205 · Janitorial Supplies					425.14
1014208 · Housekeeping Contract					
Check	06/12/2018	126663	Custodius Chicago	Inv# 315 Janitorial Service - IWC May	865.00
Check	06/12/2018	126671	Imperial Service Systems, Inc	Inv# 114758 Cleaning Services - Town Hall June	1,069.00
Check	06/12/2018	126671	Imperial Service Systems, Inc	Inv# 114798 Cleaning Services - Senior Center June	1,666.00
Check	06/12/2018	126686	Scrubco	Inv# 8781 Monthly Cleaning - Astor - May	800.00
Total 1014208 · Housekeeping Contract					4,400.00
1014209 · Building Contracts					
Check	06/15/2018	126743	Fox Valley Fire & Safety	Inv# 179150 Annual Security Monitoring - Astor	372.00
Check	06/15/2018	126744	Orkin Pest Control (IWC)	Inv# 169683191 Pest Control - May	66.57
Total 1014209 · Building Contracts					438.57
1014210 · Building Maintenance - Town					
Check	06/11/2018	CC May 18	JP Morgan Chase	Compact cluster LED bulb	68.75
Check	06/12/2018	126667	Grainger	Inv# 9796796689 Dimmable Light Bulbs	37.22
Check	06/12/2018	126689	The Home Depot	Inv# 4033381 Paint/Paint Supplies	91.28
Total 1014210 · Building Maintenance - Town					197.25
1014211 · Building Maintenance - Senior					
Check	06/11/2018	CC May 18	JP Morgan Chase	LED flood light for senior center flag pole (2)	239.98
Total 1014211 · Building Maintenance - Senior					239.98
1014213 · Equipment Maintenance - Town					
Check	06/11/2018	CC May 18	JP Morgan Chase	Cleaning solution (4 gallons)	74.99
Check	06/12/2018	126667	Grainger	Inv# 9803268441 Air Exhaust Motor	126.06
Total 1014213 · Equipment Maintenance - Town					201.05
1014214 · Equipment Maintenance - Senior					
Check	06/12/2018	126664	Fox Valley Fire & Safety	Inv# 176477 Keypad/Alarm/Battery Repairs	441.98
Check	06/15/2018	126739	Climatemp Service Group, LLC	Inv# 4310618 Preventive Maintenance Agreement June- August	801.00

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Type	Date	Num	Name	Memo	Amount
			Total 1014214 · Equipment Maintenance - Senior		1,242.98
			1014218 · Vehicle Maintenance - Town		
Check	06/11/2018	CC May 18	JP Morgan Chase	Food Pantry Van Repairs Incorrect Charge Credit	-2,678.69
			Total 1014218 · Vehicle Maintenance - Town		-2,678.69
			1014219 · Vehicle Fuel - Town		
Check	06/12/2018	126697	Village of Hanover Park (Fuel)	Inv# 2018-009 May 2018 Fuel	311.82
			Total 1014219 · Vehicle Fuel - Town		311.82
			1014220 · Seasonal Projects Assistance		
Check	06/12/2018	126694	Verify Firm Systems (XHANOV)	Inv# 1228222-IN Background Checks (4)	64.00
			Total 1014220 · Seasonal Projects Assistance		64.00
			1014222 · Trash Removal - Town		
Check	06/12/2018	126668	Groot, Inc.	Acct# 3107-68246 Monthly Charges June	396.61
			Total 1014222 · Trash Removal - Town		396.61
			1014223 · Trash Removal - Senior		
Check	06/12/2018	126668	Groot, Inc.	Acct# 3107-61390 Monthly Charges June	406.11
			Total 1014223 · Trash Removal - Senior		406.11
			1014224 · Trash Removal - Astor		
Check	06/12/2018	126668	Groot, Inc.	Acct# 3107-69323 Monthly Charges June	380.26
			Total 1014224 · Trash Removal - Astor		380.26
			1014225 · Grounds/Reserve Maintenance		
Check	06/12/2018	126689	The Home Depot	Inv# 6180232 Grass Seed	74.36
Check	06/12/2018	126689	The Home Depot	Inv# 192873 Mulch	7.50
Check	06/12/2018	126689	The Home Depot	Inv# 6183217 Runzel Reserve Plants/Flowers	115.90
			Total 1014225 · Grounds/Reserve Maintenance		197.76
			1014227 · Miscellaneous		
Check	06/15/2018	126733	Alexian Bros Corporate Health Services	Inv# 654500 Employee Physical/Drug Screen	137.00
			Total 1014227 · Miscellaneous		137.00
			1014230 · Trash Removal - Izaak		
Check	06/12/2018	126668	Groot, Inc.	Acct# 3107-54379 Monthly Charges June	178.97
			Total 1014230 · Trash Removal - Izaak		178.97
			1014291 · Health Insurance		
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	4,851.07

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Type	Date	Num	Name	Memo	Amount
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	4,851.07
Total 1014291 · Health Insurance					9,702.14
Total 101MAIN · Facilities Maintenance					16,240.95
101PAN · Pantry					
1014161 · Utilities					
Check	06/12/2018	126658	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 5/3-6/4	1,097.40
Check	06/12/2018	126678	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges 4/16-5/15	149.63
Check	06/12/2018	126679	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges 4/16-5/15	160.42
Total 1014161 · Utilities					1,407.45
1014191 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	2,057.62
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	2,057.62
Total 1014191 · Health Insurance					4,115.24
Total 101PAN · Pantry					5,522.69
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	06/12/2018	126683	ProxIT Technology Solutions	Inv# 19341 SipTrunk Backup	39.79
Total 1014402 · Telephone - Town					39.79
1014403 · Utilities - Town					
Check	06/12/2018	126657	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges 5/2-6/1	924.47
Check	06/12/2018	126677	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 4/17-5/17	628.16
Check	06/12/2018	126696	Village of Bartlett	Acct# 51470 Water/Sewer - Town Hall	273.76
Check	06/12/2018	126696	Village of Bartlett	Acct# 63818 Water/Sewer - Runzel Reserve	7.06
Total 1014403 · Utilities - Town					1,833.45
1014405 · Internet Access - Town					
Check	06/12/2018	126649	AT&T 824	Acct 253810824 Back-up Internet 5/28-6/27	84.78
Total 1014405 · Internet Access - Town					84.78
Total 101THE · Town Hall Expense					1,958.02
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	Frame, permanent marker	20.77
Check	06/11/2018	CC May 18	JP Morgan Chase	Photo Printing	8.58
Check	06/11/2018	CC May 18	JP Morgan Chase	Accounts Payable Department Stamps (2)	54.48
Total 1014404 · Office Supplies					83.83
1014406 · Printing					

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Type	Date	Num	Name	Memo	Amount
Check	06/12/2018	126654	Braden Interact Business Products (Town)	Inv# 485888 Copy Charges 04/23/18 - 05/22/18	373.98
Total 1014406 · Printing					373.98
1014414 · Memberships, Subs & Publication					
Check	06/12/2018	126682	Daily Herald	Acct 681793 Newspaper Service 5/11-7/5	65.80
Check	06/12/2018	126685	Rotary Club of Bartlett #3109	Inv# 1551 2nd Quarter Membership Dues - J. Barr	195.00
Check	06/12/2018	126690	Township Officials of Cook County	TOCC Annual Dues	2,000.00
Check	06/12/2018	126691	Township Officials of Illinois	Member# T14009 Membership Dues	1,333.63
Check	06/12/2018	126691	Township Officials of Illinois	Member# T14009 Associate Member	50.00
Check	06/12/2018	126693	Township Supervisors of Illinois	Annual Membership Dues	35.00
Total 1014414 · Memberships, Subs & Publication					3,679.43
1014429 · Miscellaneous					
Check	06/11/2018	CC May 18	JP Morgan Chase	Employee Identification Card Printing Accounting Load	300.00
Total 1014429 · Miscellaneous					300.00
1014530 · Financial Administration					
Check	06/12/2018	126681	Governmental Accounting, Inc	Inv# 58470 Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
1014532 · Committee on Youth					
Check	06/11/2018	CC May 18	JP Morgan Chase	Restocking for Celebration of Leadership Event	54.76
Check	06/11/2018	CC May 18	JP Morgan Chase	Celebration of Leadership Plates and Supplies	31.84
Check	06/11/2018	CC May 18	JP Morgan Chase	Celebration of Leadership Event Supplies	30.04
Check	06/11/2018	CC May 18	JP Morgan Chase	COY Celebration of Leadership Program Card Stock	26.38
Check	06/11/2018	CC May 18	JP Morgan Chase	Linen rental for COY Celebration of Leadership Reception	217.20
Check	06/11/2018	CC May 18	JP Morgan Chase	Celebration of Leadership Reception Decore	17.12
Check	06/11/2018	CC May 18	JP Morgan Chase	Celebration of Leadership Reception Food and Supplies	160.91
Check	06/11/2018	CC May 18	JP Morgan Chase	COY Celebration of Leadership Reception Pizza	61.35
Check	06/12/2018	126647	A1 Trophies & Awards	Inv# 12304 Celebration of Leadership Plaques (18)	288.32
Total 1014532 · Committee on Youth					887.92
1014591 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	4,127.81
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	4,127.81
Total 1014591 · Health Insurance					8,255.62
Total 101TOE · Town Office Expense					18,609.38
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	06/05/2018	126540	Staples	CREDIT Inv# 3366812036	-184.99
Total 1044405 · Office Supplies					-184.99

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Type	Date	Num	Name	Memo	Amount
1044407 · Printing					
Check	06/12/2018	126672	Image Systems & Business Solutions	Inv# 265880 Copies	45.27
Total 1044407 · Printing					45.27
1044491 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	2,738.94
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	2,738.94
Total 1044491 · Health Insurance					5,477.88
Total 104ASR · Assessor's Division					5,338.16
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094617 · Equipment Maintenance					
Check	06/12/2018	126654	Braden Interact Business Products (Town)	Inv# 485888 Copy Charges 04/23/18 - 05/22/18	126.28
Total 1094617 · Equipment Maintenance					126.28
1094619 · Office Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	Batteries	11.78
Check	06/11/2018	CC May 18	JP Morgan Chase	Shredder/Wall clock/Tape Dispenser/Stapler	56.69
Check	06/11/2018	CC May 18	JP Morgan Chase	Youth Violence Symposium Reports Mailing Labels	51.88
Total 1094619 · Office Supplies					120.35
1094620 · Community Affairs					
Check	06/11/2018	CC May 18	JP Morgan Chase	Student Government Day Refreshments and Breakfast Supplies	86.75
Check	06/11/2018	CC May 18	JP Morgan Chase	Student Government Day Refreshments and Fruit	46.75
Check	06/11/2018	CC May 18	JP Morgan Chase	Platters for Food Service	45.22
Total 1094620 · Community Affairs					178.72
1094621 · Recruitment and Pre Employment					
Check	06/11/2018	CC May 18	JP Morgan Chase	FT Bilingual Therapist Indeed Position Posting	310.65
Total 1094621 · Recruitment and Pre Employment					310.65
1094622 · Miscellaneous					
Check	06/11/2018	CC May 18	JP Morgan Chase	iCloud Storage fee for iPad, May 2018	0.99
Check	06/11/2018	CC May 18	JP Morgan Chase	iCloud Storage fee for iPad, June 2018	0.99
Total 1094622 · Miscellaneous					1.98
1094623 · Travel					
Check	06/12/2018	126633	Avila, Michelle	Mileage Reimbursement April-May 2018	31.07
Check	06/12/2018	126642	Low, Karen	Mileage Reimbursement	16.35
Total 1094623 · Travel					47.42
1094626 · Equipment & Furniture					

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Type	Date	Num	Name	Memo	Amount
Check	06/11/2018	CC May 18	JP Morgan Chase	Video Camera Handheld Stabilizer Return Credit	-50.99
Check	06/11/2018	CC May 18	JP Morgan Chase	Meeting Whiteboard Return Credit	-109.72
Check	06/11/2018	CC May 18	JP Morgan Chase	Stool	39.99
Total 1094626 · Equipment & Furniture					-120.72
1094629 · Dues & Subscriptions					
Check	06/12/2018	126692	Township Officials of Illinois	Member# T14043 Annual Dues - J.Parquette	50.00
Total 1094629 · Dues & Subscriptions					50.00
1094691 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	3,934.87
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	3,304.50
Total 1094691 · Health Insurance					7,239.37
Total 109ADM · Administration & Clinical					7,954.05
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					
Check	06/11/2018	CC May 18	JP Morgan Chase	Food and supplies for Open Gym cooking activity	65.64
Total 1094627 · Open Gym Program.					65.64
1094644 · Travel					
Check	06/12/2018	126635	Cohen, Michael J	Mileage Reimbursements April 2018	64.31
Check	06/12/2018	126635	Cohen, Michael J	Mileage Reimbursement May 2018	60.50
Total 1094644 · Travel					124.81
1094651 · Cellphones					
Check	06/15/2018	126747	Verizon Wireless (00002)	Inv# 998074629 Monthly Charges	213.56
Total 1094651 · Cellphones					213.56
1094791 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	6,846.30
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	6,846.30
Total 1094791 · Health Insurance					13,692.60
Total 109OUT · Outreach & Prevention					14,096.61
Total 109YFS · Youth & Family Services					22,050.66
Total 1014 · Town Fund - Expenditures					106,774.27
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	06/12/2018	126656	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges - April	5,685.84

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Type	Date	Num	Name	Memo	Amount
Check	06/12/2018	126676	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 4/25-5/23	1,332.75
Check	06/12/2018	126696	Village of Bartlett	Acct# 62447 Water/Sewer - Senior Center	1.83
Check	06/12/2018	126656	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges - May	3,184.09
Total 1104524 · Utilities					10,204.51
1104525 · Telephone & High Speed Internet					
Check	06/15/2018	126747	Verizon Wireless (00002)	Inv# 998074629 Monthly Charges	118.55
Total 1104525 · Telephone & High Speed Internet					118.55
1104527 · Equipment					
Check	06/12/2018	126673	Leaf (618-003)	Inv# 8428964 Postage Machine Lease	83.20
Check	06/12/2018	126674	Leaf (618-008)	Inv# 8421564 Lower Level Copier Lease	25.00
Total 1104527 · Equipment					108.20
1104528 · Office Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	RTA Passes Photo Film	39.50
Total 1104528 · Office Supplies					39.50
1104529 · Postage					
Check	06/12/2018	126706	Fed Ex	Inv# 6-197-77314 Shipping Charges	31.89
Total 1104529 · Postage					31.89
1104533 · Printing					
Check	06/12/2018	126653	Braden Interact Business Products (SS)	Inv# 487337 Copy Charges04/28/18 - 05/27/18	509.60
Total 1104533 · Printing					509.60
1104535 · Travel					
Check	06/15/2018	126725	Krall, Marianne	Mileage Reimbursement	49.92
Total 1104535 · Travel					49.92
1104536 · Education & Training					
Check	06/11/2018	CC May 18	JP Morgan Chase	IPRA Joint Section Education Committee Event Registration	20.00
Total 1104536 · Education & Training					20.00
1104538 · Community Affairs					
Check	06/11/2018	CC May 18	JP Morgan Chase	Photo print canvas Generals	57.14
Check	06/12/2018	126655	Clowning Around Entertainment	Inv# 34921 Rock Climbing Wall 09/27/18 - Deposit	897.00
Total 1104538 · Community Affairs					954.14
1104539 · Miscellaneous					
Check	06/11/2018	CC May 18	JP Morgan Chase	Fraudlent Charge - To Be Credited	24.83
Check	06/11/2018	CC May 18	JP Morgan Chase	Fradulent Charge - To Be Credited	71.76

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Type	Date	Num	Name	Memo	Amount
Total 1104539 · Miscellaneous					96.59
1104591 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	10,206.27
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	10,206.37
Total 1104591 · Health Insurance					20,412.64
Total 1104ADM · Administration					32,545.54
1104NUT · Nutrition					
1105550 · Congregate Salaries					
Check	06/12/2018	126648	All Team Staffing	Inv# 10-22001309 Part Time Temp Help	659.02
Check	06/12/2018	126648	All Team Staffing	Inv# 10-22001346 Part Time Temp Help	863.71
Total 1105550 · Congregate Salaries					1,522.73
1105551 · Congregate Food					
Check	06/11/2018	CC May 18	JP Morgan Chase	Food for Café	76.79
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02866802 Congregate Food	9.10
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02877601 Congregate Food	98.93
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02882121 Congregate Food	71.83
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02883077 Congregate Food	128.30
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02886014 Congregate Food	75.63
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887296 Congregate Food	138.86
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887402 Congregate Food	75.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887933 Congregate Food	136.09
Check	06/12/2018	126665	Get Fresh Produce, Inc	CREDIT	-22.90
Check	06/12/2018	126666	Gordon Food Service	Inv# 186264428 Congregate Food	433.82
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065592 Congregate Food	276.67
Check	06/12/2018	126669	Highland Baking Company	Inv# 1709352 Congregate Food	24.60
Check	06/12/2018	126669	Highland Baking Company	Inv# 1714822 Congregate Food	32.50
Check	06/12/2018	126669	Highland Baking Company	Inv# 1717251 Congregate Food	30.40
Check	06/12/2018	126669	Highland Baking Company	Inv# 1718256 Congregate Food	27.48
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890435 Congregate Food	90.63
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890418 Congregate Food	67.20
Check	06/12/2018	126666	Gordon Food Service	Inv# 186425810 Congregate Food	512.05
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065879 Congregate Food	124.99
Check	06/12/2018	126669	Highland Baking Company	Inv# 1721493 Congregate Food	59.44
Total 1105551 · Congregate Food					2,467.81
1105553 · Congregate Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	Hair nets for staff	5.76
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02877601 Congregate Supplies	22.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02882121 Congregate Supplies	11.20
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02883077 Congregate Supplies	11.20
Check	06/12/2018	126666	Gordon Food Service	Inv# 186264428 Congregate Supplies	14.43
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065592 Congregate Supplies	35.75
Check	06/12/2018	126698	West Pier Laundry Streamwood	Inv# 1691 Laundered Dish Towels	12.10

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Type	Date	Num	Name	Memo	Amount
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890435 Congregate Supplies	11.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890418 Congregate Supplies	17.70
Check	06/12/2018	126666	Gordon Food Service	Inv# 186425810 Congregate Supplies	60.32
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065879 Congregate Supplies	17.85
Total 1105553 · Congregate Supplies					220.11
1105558 · Home Delivered Meals Food					
Check	06/11/2018	CC May 18	JP Morgan Chase	HDM Food	71.03
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02866802 HDM Food	9.10
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02877601 HDM Food	98.92
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02882121 HDM Food	71.82
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02883077 HDM Food	128.30
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02886014 HDM Food	75.62
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887296 HDM Food	138.85
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887402 HDM Food	75.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02887933 HDM Food	136.09
Check	06/12/2018	126665	Get Fresh Produce, Inc	CREDIT	-22.90
Check	06/12/2018	126666	Gordon Food Service	Inv# 186264428 HDM Food	433.81
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065592 HDM Food	276.67
Check	06/12/2018	126669	Highland Baking Company	Inv# 1709352 HDM Food	24.60
Check	06/12/2018	126669	Highland Baking Company	Inv# 1714822 HDM Food	32.50
Check	06/12/2018	126669	Highland Baking Company	Inv# 1717251 HDM Food	30.40
Check	06/12/2018	126669	Highland Baking Company	Inv# 1718256 HDM Food	27.48
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890435 HDM Food	90.62
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890418 HDM Food	67.19
Check	06/12/2018	126666	Gordon Food Service	Inv# 186425810 HDM Food	512.05
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065879 HDM Food	125.00
Check	06/12/2018	126669	Highland Baking Company	Inv# 1721493 HDM Food	59.46
Total 1105558 · Home Delivered Meals Food					2,462.01
1105560 · Home Delivered Meals Supplies					
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02877601 HDM Supplies	22.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02882121 HDM Supplies	11.20
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02883077 HDM Supplies	11.20
Check	06/12/2018	126666	Gordon Food Service	Inv# 186264428 HDM Supplies	14.43
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065592 HDM Supplies	35.74
Check	06/12/2018	126698	West Pier Laundry Streamwood	Inv# 1691 Laundered Dish Towels	12.10
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890435 HDM Supplies	11.40
Check	06/12/2018	126665	Get Fresh Produce, Inc	Inv# 02890418 HDM Supplies	17.70
Check	06/12/2018	126666	Gordon Food Service	Inv# 186425810 HDM Supplies	60.32
Check	06/12/2018	126666	Gordon Food Service	Inv# 934065879 HDM Supplies	17.85
Total 1105560 · Home Delivered Meals Supplies					214.34
Total 1104NUT · Nutrition					6,887.00
1104PRO · Programs					
1104510 · Satellite Programming					

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Type	Date	Num	Name	Memo	Amount
Check	06/11/2018	CC May 18	JP Morgan Chase	Lunch for yoga retreat (16)	133.35
Total 1104510 · Satellite Programming					133.35
1104514 · Weekend Programming					
Check	06/15/2018	126728	Cyndee Shaffer	Senior Presentation - Mollies War	200.00
Check	06/15/2018	126730	Ralph Burin	Inv# 61118 Senior Presentation - Vatican City	150.00
Total 1104514 · Weekend Programming					350.00
1104515 · Programming					
Check	06/11/2018	CC May 18	JP Morgan Chase	Video/Sound Editing Software Subscription	78.15
Check	06/11/2018	CC May 18	JP Morgan Chase	Video/Sound Editing Software Subscription Processing Fee	0.78
Check	06/11/2018	CC May 18	JP Morgan Chase	Craft Supplie - Stencils	88.69
Check	06/11/2018	CC May 18	JP Morgan Chase	Driver for out-trip Lunch	12.95
Check	06/11/2018	CC May 18	JP Morgan Chase	Gift shoppe restocking (to be reimbursed by Senior Committee)	63.80
Check	06/11/2018	CC May 18	JP Morgan Chase	Audible Monthly subscription fee	14.95
Check	06/11/2018	CC May 18	JP Morgan Chase	Aderson Gardens Tour deposit (56)	252.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Wellness Program Participants Pedometer (30)	106.03
Check	06/11/2018	CC May 18	JP Morgan Chase	Motion Picture Licensing Corporation Renewal Fee	626.37
Check	06/11/2018	CC May 18	JP Morgan Chase	Pedestal fan for Programming	32.99
Check	06/11/2018	CC May 18	JP Morgan Chase	Card shuffler for Programming	14.89
Check	06/11/2018	CC May 18	JP Morgan Chase	Netflix Monthly subscription fee	15.99
Check	06/11/2018	CC May 18	JP Morgan Chase	Watercolor and Wine evening program Refreshments (15)	23.39
Check	06/11/2018	CC May 18	JP Morgan Chase	Mothers day brunch program supplies (50)	99.14
Check	06/11/2018	CC May 18	JP Morgan Chase	Out Trip Step Stool	86.96
Check	06/11/2018	CC May 18	JP Morgan Chase	Pizza for Evening Concert (30)	234.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Lunch for trip escort (1)	12.25
Check	06/11/2018	CC May 18	JP Morgan Chase	Notebart Nature Museum Final Payment (56)	304.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Pizza for pizza and movie (27)	202.57
Check	06/11/2018	CC May 18	JP Morgan Chase	Maggianos Outtrip Deposit	250.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Final balance for Once at Parmount (26)	761.80
Check	06/11/2018	CC May 18	JP Morgan Chase	Lake Geneva Boat Cruise Deposit	100.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Franchescos Ristorante Lunch Deposit	150.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Group payment for Arlington Park trip in July (40)	2,448.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Lunch for trip escorts for out trip to Lincoln Park Zoo (2)	29.21
Check	06/11/2018	CC May 18	JP Morgan Chase	Senior Trip Transportation - Portillos/CIBC Theatre	633.37
Check	06/12/2018	126699	Colagrossi, Tracey N	Petty Cash/Book Club Refreshments	33.68
Check	06/12/2018	126705	Dance Alternatives, Inc.	Inv# HP042018 Line Dance Classes April 2018	250.00
Check	06/12/2018	126666	Gordon Food Service	Inv# 186425810 Programming	44.42
Check	06/15/2018	126724	Murray Brothers Entertainment	Summer Party Band	750.00
Check	06/15/2018	126726	Steve Justman	Senior Center Music Program 7/24	150.00
Check	06/15/2018	126727	Cesar Grimaldo	Inv# 3218 French/Spanish Instruction July/August	600.00
Check	06/15/2018	126729	Bob Kalal	Senior Presentation - Music Performance 8/6	175.00
Check	06/15/2018	126746	Tranquility Yoga Studio	Yoga Instruction - July	1,310.00
Check	06/15/2018	126746	Tranquility Yoga Studio	Yoga Instruction - August	1,485.00
Total 1104515 · Programming					11,440.38
1104520 · Volunteer Services					

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Type	Date	Num	Name	Memo	Amount
Check	06/05/2018	126534	Lawrence Boquist	Home Delivered Meals Mileage Reimbursement	38.20
Check	06/05/2018	126535	Robert Heyden	Home Delivered Meals Mileage Reimbursement	138.16
Check	06/05/2018	126536	Reni Stepien	Home Delivered Meals Mileage Reimbursement	123.17
Check	06/11/2018	CC May 18	JP Morgan Chase	Community Partner Award Volunteer Recognition Bags (24)	354.51
Check	06/11/2018	CC May 18	JP Morgan Chase	Flowers for Volunteer luncheon	55.60
Check	06/11/2018	CC May 18	JP Morgan Chase	Volunteer Luncheon supplies	79.89
Check	06/11/2018	CC May 18	JP Morgan Chase	Pizza for Tax Aide pizza party (15)	134.70
Check	06/12/2018	126634	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement	67.04
Check	06/12/2018	126637	Carla Fruhauf	Home Delivered Meals Mileage Reimbursement	37.06
Check	06/12/2018	126638	Steve Gibson	Home Delivered Meals Mileage Reimbursement	50.14
Check	06/12/2018	126640	Linda Knobloch	Home Delivered Meals Mileage Reimbursement	126.78
Check	06/12/2018	126643	Joanne Rapp	Home Delivered Meals Mileage Reimbursement	20.17
Check	06/12/2018	126644	Lynne Schiller	Home Delivered Meals Mileage Reimbursement	65.40
Check	06/12/2018	126646	Stanley Winke	Home Delivered Meals Mileage Reimbursement	110.64
Check	06/12/2018	126701	Alan Lenoci	Home Delivered Meals Mileage Reimbursement	49.98
Check	06/12/2018	126702	William Riccio	Home Delivered Meals Mileage Reimbursement	27.80
Check	06/12/2018	126703	Phil Roth	Home Delivered Meals Mileage Reimbursement	49.05
Check	06/12/2018	126704	Charles Valerio	Home Delivered Meals Mileage Reimbursement	32.70
Total 1104520 · Volunteer Services					1,560.99
1104532 · Visual Arts					
Check	06/11/2018	CC May 18	JP Morgan Chase	Craft Supplies - Adhesive Stencil	27.55
Check	06/11/2018	CC May 18	JP Morgan Chase	Craft supplies - Stencils	155.70
Check	06/11/2018	CC May 18	JP Morgan Chase	Craft Supplies - Adhesive Stencils	36.77
Check	06/11/2018	CC May 18	JP Morgan Chase	Craft supplies for Mothers Day Event	194.99
Check	06/12/2018	126639	Green Room Productions	Inv# 2082 Puppet Show Recording - "Chasing Diamonds"	300.00
Check	06/12/2018	126652	Blick Art Materials	Inv# 9497464 Art Supplies	18.53
Check	06/12/2018	126652	Blick Art Materials	Inv# 9504285 Art Supplies	6.49
Check	06/12/2018	126675	Midwest Ceramic Art Supply	Inv# 05292018 Ceramic Supplies (77)	382.45
Check	06/12/2018	126700	Denise Laurin-Donatelle	Inv# 61118 Influence of Classical Sculpture Drawing Class	150.00
Check	06/15/2018	126725	Krall, Marianne	Ceramic Glaze/Drill	61.93
Total 1104532 · Visual Arts					1,334.41
1104534 · Dues, Subs, & Publications					
Check	06/11/2018	CC May 18	JP Morgan Chase	AISC Annual website Renewal Fee - To Be Reimbursed	179.88
Check	06/11/2018	CC May 18	JP Morgan Chase	ITASCSC Annual Website Renewal Fee - To Be Reimbursed	119.88
Check	06/11/2018	CC May 18	JP Morgan Chase	Photo Licensing Subscription fee	99.00
Total 1104534 · Dues, Subs, & Publications					398.76
Total 1104PRO · Programs					15,217.89
1104SOC · Social Services					
1104516 · Social Services					
Check	06/11/2018	CC May 18	JP Morgan Chase	Refreshments for Volunteer Meeting (10)	38.07
Check	06/12/2018	126636	Conway, Megan A	Memory Support Group Refreshments	11.11

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Type	Date	Num	Name	Memo	Amount
Total 1104516 · Social Services					49.18
1104519 · Senior Assistance					
Check	06/11/2018	CC May 18	JP Morgan Chase	Utility Assistance for Client	146.29
Check	06/12/2018	126699	Colagrossi, Tracey N	Petty Cash/Client Utility Assistance Payment	75.00
Total 1104519 · Senior Assistance					221.29
Total 1104SOC · Social Services					270.47
1104TRN · Transportation					
1104512 · Volunteer Express					
Check	06/12/2018	126700	Denise Laurin-Donatelle	Drawing Class Materials	9.90
Total 1104512 · Volunteer Express					9.90
1104513 · Alternate Transportation					
Check	06/11/2018	CC May 18	JP Morgan Chase	Alternate Transportation - May 2018	692.00
Total 1104513 · Alternate Transportation					692.00
1104518 · Vehicle Maintenance					
Check	06/12/2018	126661	Complete Fleet Services Inc.	Inv# 16039 - #119 Township Car Exhaust & Differential Repair / ABS Diag...	1,019.40
Check	06/12/2018	126661	Complete Fleet Services Inc.	Inv# 16051 - Bus# 128 Tow/Step Maintenance/New Key Programming	500.12
Check	06/12/2018	126699	Colagrossi, Tracey N	Petty Cash/Motor Oil	6.73
Check	06/15/2018	126736	Complete Fleet Services Inc.	Inv# 16092 Bus #139 Safety Lane/AC Repair/Dome Light	499.07
Total 1104518 · Vehicle Maintenance					2,025.32
1104549 · Recruitment					
Check	06/11/2018	CC May 18	JP Morgan Chase	Bus Driver Indeed Position Recruitment Post	45.00
Total 1104549 · Recruitment					45.00
1104550 · Telephone					
Check	06/12/2018	126695	Verizon Wireless	Inv# 8707462945 Monthly Charges 4/19-5/18	462.33
Total 1104550 · Telephone					462.33
1104552 · Fuel					
Check	06/12/2018	126697	Village of Hanover Park (Fuel)	Inv# 2018-009 May 2018 Fuel	2,866.68
Total 1104552 · Fuel					2,866.68
1104691 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	4,087.92
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	4,578.49
Total 1104691 · Health Insurance					8,666.41
Total 1104TRN · Transportation					14,767.64

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Type	Date	Num	Name	Memo	Amount
Total 1104 · Senior Center - Expenditures					69,688.54
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	06/05/2018	126540	Staples	Inv# 3378057632 Folders	91.23
Total 2024202 · Office Supplies					91.23
2024213 · Community Affairs					
Check	06/11/2018	CC May 18	JP Morgan Chase	Community Resource Group Planting Project	42.85
Total 2024213 · Community Affairs					42.85
2024591 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	681.32
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	681.32
Total 2024591 · Health Insurance					1,362.64
Total 2024ADM · Administration					1,496.72
2024HOM · Home Relief					
2024102 · Rent					
Check	06/05/2018	4806	Cook County Treasurer	Shelter Assistance	316.92
Check	06/05/2018	4808	Country Mutual Insurance Company	Home Insurance Assistance	34.63
Check	06/05/2018	4810	Southwicke on Sutton Condo Assn.	Shelter Assistance	14.32
Check	06/05/2018	4805	Squire Village	Shelter Assistance	108.00
Total 2024102 · Rent					473.87
2024103 · Utilities					
Check	06/05/2018	4803	Com Ed	Utility Assistance	125.00
Check	06/05/2018	4804	Com Ed	Utility Assistance	77.00
Check	06/05/2018	4805	Squire Village	Utility Assistance	41.36
Check	06/05/2018	4807	Com Ed	Utility Assistance	12.95
Check	06/05/2018	4809	Village of Streamwood	Utility Assistance	41.70
Total 2024103 · Utilities					298.01
2024105 · Personal Essentials					
Check	06/05/2018	4811	Walmart	Personal Essentials (2)	300.00
Total 2024105 · Personal Essentials					300.00
2024106 · Travel Expenses					
Check	06/05/2018	4808	Country Mutual Insurance Company	Auto Insurance Assistance	54.48
Total 2024106 · Travel Expenses					54.48
2024119 · Emergency Assistance					
Check	06/05/2018	4812	Invitation Homes	Emergency Assistance	1,250.00

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Type	Date	Num	Name	Memo	Amount
Check	06/05/2018	4813	Squire Village	Emergency Assistance G.A.	1,250.00
Check	06/05/2018	4814	Squire Village	Emergency Assistance M.S.	1,250.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Emergency Assistance	1,195.00
Check	06/11/2018	CC May 18	JP Morgan Chase	Emergency Assistance	629.86
Check	06/11/2018	CC May 18	JP Morgan Chase	Emergency Assistance	1,328.95
Check	06/13/2018	4815	Squire Village	Emergency Assistance P.P.	1,250.00
Total 2024119 · Emergency Assistance					8,153.81
Total 2024HOM · Home Relief					9,280.17
Total 2024 · Welfare Services - Expenditures					10,776.89
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034711 · Utilities					
Check	06/12/2018	126660	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges 5/3-6/1	230.21
Check	06/12/2018	126680	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 4/17/-5/18	644.15
Check	06/15/2018	126737	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges 5/8-6/7	24.07
Total 3034711 · Utilities					898.43
3034712 · Miscellaneous					
Check	06/15/2018	126733	Alexian Bros Corporate Health Services	Inv# 654500 Employee Physical/Drug Screen	165.00
Total 3034712 · Miscellaneous					165.00
3034791 · Health Insurance					
Check	06/15/2018	June18 Prem	United Healthcare	Inv# 530037621406 Major Medical Premiums June 2018	1,439.92
Check	06/15/2018	126748	United Healthcare	Inv# 530038747903 Major Medical Premiums July 2018	1,439.92
Total 3034791 · Health Insurance					2,879.84
Total 3034ADM · Administration					3,943.27
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	06/05/2018	126542	Dupage Topsoil, Inc.	Inv# 045944 Topsoil	105.00
Check	06/05/2018	126542	Dupage Topsoil, Inc.	Inv# 046118 Topsoil	105.00
Check	06/12/2018	126689	The Home Depot	In# 7574853 Gloves/Cleaning Solvent	40.19
Check	06/12/2018	126689	The Home Depot	Inv# 4034278 Blacktop Patch	62.82
Total 3034602 · Operating Supplies & Materials					313.01
3034603 · Gasoline					
Check	06/12/2018	126697	Village of Hanover Park (Fuel)	Inv# 2018-009 May 2018 Fuel	346.09
Total 3034603 · Gasoline					346.09
3034610 · Street Lighting					
Check	06/12/2018	126659	Com Ed 051	Acct# 5619024051 Monthly Charges 5/2-6/1	32.49

Hanover Township Board Audit Report

June 5 - 18, 2018

Type	Date	Num	Name	Memo	Amount
Check	06/15/2018	126740	Com Ed 152	Acct# 0045120152 Monthly Charges 5/9-6/8	346.59
Total 3034610 · Street Lighting					379.08
Total 3034ROD · Road Maintenance					1,038.18
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	06/05/2018	126541	Alexander Equipment Company	Inv# 144289 Chipper Oil Change/Fuel Filter/Air Filter	1,473.56
Check	06/05/2018	126543	Martin Implement Sales, Inc	Inv# T13970 Mower Drive Handles Repair	210.00
Check	06/05/2018	126543	Martin Implement Sales, Inc	CREDIT 05/31/18	-150.00
Total 3034609 · Maintenance Vehicles & Equip					1,533.56
Total 303EQM · Equipment					1,533.56
Total 3034 · Road Maintenance - Expenditures					6,515.01
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054012 · Office Supplies					
Check	06/11/2018	CC May 18	JP Morgan Chase	Binders (4)	20.20
Total 5054012 · Office Supplies					20.20
5054014 · Equip / Database					
Check	06/15/2018	126713	Launch Digital Marketing	Inv# 29565 Monthly Web Hosting	50.00
Total 5054014 · Equip / Database					50.00
5054537 · Community Relations					
Check	06/11/2018	CC May 18	JP Morgan Chase	MHB Focus Group Refreshment and Snack Supplies	99.77
Check	06/11/2018	CC May 18	JP Morgan Chase	MHB Focus Group Refreshments and Breakfast Supplies	11.22
Check	06/11/2018	CC May 18	JP Morgan Chase	MHB Focus Group Lunch/Refreshments/Breakfast Supplies	175.00
Total 5054537 · Community Relations					285.99
Total 5054ADM · Administration					356.19
5054COM · Community Resource Center					
5054210 · Utilities					
Check	06/15/2018	126711	Nicor (MHB 84)	Acct# 84-67-77-1000 Monthly Charges 4/13-5/16	214.92
Check	06/15/2018	126714	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-1000053 Monthly Charges 4/9-5/11	33.32
Check	06/15/2018	126716	Groot, Inc (114943)	Inv# 1861915 Monthly Charges - June	86.19
Check	06/15/2018	126721	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges 5/7-6/8	396.23
Total 5054210 · Utilities					730.66
5054213 · Janitorial					
Check	06/15/2018	126712	JaniKing	Inv# 06180265 Monthly Cleaning - June	414.00

Hanover Township Board Audit Report

June 5 - 18, 2018

Type	Date	Num	Name	Memo	Amount
Total 5054213 · Janitorial					414.00
5054217 · Capital Improvements					
Check	06/05/2018	126540	Staples	Inv# 3378057635 Floor Sign Holder	129.99
Check	06/12/2018	126689	The Home Depot	Inv# 6034005 Saferoom Outfitting	257.62
Check	06/12/2018	126689	The Home Depot	Inv# 6034041 Saferoom Trim	14.85
Check	06/15/2018	126732	Damico Paving	Resource Center Parking Lot Sealcoating/Fill/Striping	1,450.00
Total 5054217 · Capital Improvements					1,852.46
5054250 · Building Maintenance					
Check	06/12/2018	126689	The Home Depot	Inv# 1182475 Resource Center Flowers	72.05
Check	06/12/2018	126689	The Home Depot	Inv# 182665 Resource Center Flower Pots	20.92
Check	06/15/2018	126710	Fox Valley Fire & Safety	Inv# 174503 Security System Panel Replacement/Radio Installation	630.00
Check	06/15/2018	126710	Fox Valley Fire & Safety	Inv# 176997 Annual Security Monitoring Lease	372.00
Total 5054250 · Building Maintenance					1,094.97
5054286 · Agency Support Services					
Check	06/15/2018	126715	Pure Health Solutions, Inc	Inv# 8425121 Water Machine Rental	55.00
Check	06/15/2018	126717	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Charges 6/2-7/1	163.87
Check	06/15/2018	126722	Windstream	Inv# 70196233 Monthly Phone Charges 5/8-6/7	855.04
Total 5054286 · Agency Support Services					1,073.91
Total 5054COM · Community Resource Center					5,166.00
5054SVC · Service Contracts					
5054123 · Easter Seals					
Check	06/15/2018	126708	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Services - April	11,468.50
Check	06/15/2018	126708	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Services - May	14,995.25
Total 5054123 · Easter Seals					26,463.75
5054130 · Northwest Casa					
Check	06/15/2018	126719	Northwest CASA	Sexual Assault Intervention - May	309.00
Total 5054130 · Northwest Casa					309.00
5054138 · Contract Support Services					
Check	06/15/2018	126723	Renz Addiction Counseling Center	Emergency Funding	25,000.00
Total 5054138 · Contract Support Services					25,000.00
5054162 · Tide Transportation					
Check	06/15/2018	126709	A#1 Cab Dispatch Inc	Tide Transportation Services	1,444.00
Total 5054162 · Tide Transportation					1,444.00
5054165 · Alexian Bros - Outpatient Psych					
Check	06/15/2018	126718	Alexian Brothers Center for Mental Health	Outpatient Psychiatric Services - April Balance Due	270.30

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	06/15/2018	126718	Alexian Brothers Center for Mental Health	Outpatient Psychiatric Services - May	960.34
Total 5054165 · Alexian Bros - Outpatient Psych					1,230.64
5054201 · Journeys Hope Center					
Check	06/15/2018	126720	Journey from PADS to HOPE	Hope Counseling Center - May	99.00
Total 5054201 · Journeys Hope Center					99.00
5054204 · Easter Seals Family Support					
Check	06/15/2018	126708	Easter Seals DuPage & Fox Valley Region	Family Support Services - April	1,457.12
Total 5054204 · Easter Seals Family Support					1,457.12
Total 5054SVC · Service Contracts					56,003.51
Total 5054 · Mental Health - Expenditures					61,525.70
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	06/05/2018	126538	Pace	Inv# 510096 Bus Lease #128 June	100.00
Check	06/05/2018	126538	Pace	Inv# 510106 Bus Lease #130 June	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084414 · Reserve Improvements					
Check	06/15/2018	126732	Damico Paving	Lenoci Reserve Walking Path Sealcoating	1,500.00
Total 8084414 · Reserve Improvements					1,500.00
8084425 · Building & Perm Improvements					
Check	06/15/2018	126732	Damico Paving	William Tiknus Campus Parking Lot Sealcoating/Fill/Striping	10,800.00
Total 8084425 · Building & Perm Improvements					10,800.00
Total 8084 · Capital Projects - Expenditures					12,300.00
TOTAL					267,780.41

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

Other Elected Official present was Assessor Smogolski.

Others present included Administrator James Barr, Welfare Services Director Mary Jo Imperato, Assistant Administrator Suzanne Powers, Attorney Mike Airdo, Mr. Kevin Morrison candidate for the 15th District County Commissioner seat, and Mr. Ronald Ibsen of Bartlett.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response and he closed the Town Hall.
- IV. Presentations: Veterans Honor Roll: The Board was invited forward to recognize and install SP5 Ronald Ibsen of Bartlett who served in the U.S. Army from 1964 to 1966 earning the Expert Rifle Sharp Shooter, Expert Pistol Sharp Shooter, Expert M60-MG, and the National Defense Service 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.
- V. Reports
 - A. Supervisor McGuire welcomed Kevin Morrison to our meeting. He reported that the Sikh American Outreach was well attended by our Board and staff, and he thanked Trustee Moinuddin for taking a great step in expanding cultural awareness in the Township. He also noted that ECC Trustee Candace McCreary made a great speech and asked that we procure a copy to hang in our Township. He received a letter of thanks from the Barrington Hills Police Chief for the support our Emergency Services department lent them recently, saying that it is nice to know that our services can assist and complement a small department, such as Barrington Hills.
 - B. Clerk Dolan Baumer offered no report.
 - C. Assessor Smogolski offered no report.
 - D. Trustee Liaison Committee Reports: Trustee Martinez reported that he attended his final meeting of the Community on Youth as its Board liaison, and looks forward to attending the Senior Citizens Services Committee meeting next week.
- VI. Bill Paying: Presented in three sets, the first amount payable to West Side Tractor Sales from the Road Maintenance Fund for \$5,361.26 during the period May 15, 2018 to June 4, 2018. Trustee Essick moved to pay the bill as presented followed by a second by Trustee Martinez. Roll call: Ayes: Trustees Essick, Martinez and Moinuddin. Abstain: Supervisor McGuire. Motion to pay West Side Tractor Sales carried.

Trustee Moinuddin moved to pay Alexian Brothers, for the period May 15, 2018 to June 4, 2018, from the Mental Health Fund \$731.36; the motion was seconded by Trustee Martinez, followed by a roll call vote: Ayes: Trustees Essick, Martinez and Moinuddin and Supervisor

McGuire. Motion to pay Alexian Brothers \$731.36 carried.

Mr. Barr presented the bills from May 15, 2018 to June 4, 2018, as follows:

a.	Town	\$37,545.80
b.	Senior Center	23,821.37
c.	Welfare Services	7,646.86
d.	Road Maintenance	4,128.98
e.	Mental Health Board	10,695.83
f.	Capital	<u>7,732.00</u>
	Total All Funds	<u>\$9,1570.81</u>

Trustee Martinez moved and Trustee Essick seconded the motion to approve payment of the bills as presented for the period May 15, 2018 to June 4, 2018. Roll call: Ayes: Trustees Essick, Martinez and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

VII. Unfinished Business: Mr. Barr received and read a thank you email from a representative of the Sikh community regarding the recent Outreach, thanking the Board and staff for our support.

VIII. New Business

A. Meeting Minutes of May 15, 2018: Clerk Dolan Baumer presented the meeting minutes of May 15, 2018 for review and approval. A motion was made by Trustee Moinuddin to approve the meeting minutes of May 15, 2018 as presented, with a second by Trustee Martinez. Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

B. Ordinance Ascertaining Prevailing Wages in Hanover Township: Trustee Essick moved and Trustee Martinez seconded that the ordinance #060518 ascertain prevailing wages in Hanover Township be approved. Roll call: Ayes: Trustees Essick, Martinez and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

C. Resolution to Approve the Contract Award relating to the Rolling Knolls Pavement Rehabilitation Project: Trustee Moinuddin moved that resolution #060518 approving the contract award relating to the Rolling Knolls Pavement Rehabilitation project, awarded to A-Lamp. Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

D. Approval of the FY2019-2021 Hanover Township Strategic Plan: Trustee _____ moved that the Board approve the FY2019-2021 Hanover Township Strategic Plan as presented; Trustee _____ seconded the motion. Discussion ensued. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

IX. Executive Session: Motion to go into Executive Session pursuant to §2c1 (The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body...), pursuant to the Illinois Open Meetings Act was made by Trustee Martinez and seconded by Trustee Moinuddin. Roll call: Ayes: Trustees Essick, Moinuddin and Martinez, and Supervisor McGuire. Nays: None. Motion carried and the Board left the room at 7:16 p.m.

The Board members returned from Executive Session at 7:25 p.m. Supervisor McGuire called the Board to order and Clerk Dolan Baumer called the roll: present were Trustees Essick, Martinez and Moinuddin, and Supervisor McGuire.

- X. Other Business: No other business was discussed.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:25 p.m. was made by Trustee Martinez and seconded by Trustee Essick followed by a roll call vote. Ayes: Trustees 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

Memorandum

To: Hanover Township Board
From: Tracey Colagrossi, Director of Senior Services
Re: Nutrition Services Staff
Date: June 15, 2018

Background

The Department of Senior Services Nutrition Program has experienced significant increases in participation in both congregate and home delivered meal services. The program served 22,688 meals in FY17 compared to serving 31,125 meals in FY18. The division has surpassed the goal for congregate meals in FY18 of serving fifty participants daily to an average of serving sixty-two people per day. The Area Agency on Aging, Age Options, increased home delivered meal program funding in April 2017 to provide weekend meals. Currently, sixty-two of the seventy-seven participants in the home delivered meal program receive weekend meals.

Nutrition Services staff consists of a full-time Nutrition Services Manager and three part-time staff at 25 hours per week each. Numerous volunteers who support the staff have been a great help with various duties, however, are inadequate to support the significant increase in demand. Often the manager works beyond the designated forty hours to ensure daily production is successful and to offset any overtime from part-time staff. The department is requesting an additional part-time twenty-five hour per week Kitchen Assistant to assist with meal service, preparation, and clean up. The anticipated total cost (wages, FICA, IMRF, and unemployment compensation) of the additional staff member is \$19,500.

Funding

The program is partially funded by grants awarded by Age Options through the federal Older Americans Act Title III C1 (congregate meals) and C2 (home delivered meals).

	FY18 Budget	FY18 Actual
Congregate Nutrition Grant	\$44,812.00	\$48,886.54
Home Delivered Meals Grant	\$47,856.00	\$78,181.00*
Congregate Meals Donations	\$32,500.00	\$32,237.00
<u>HDM Donations</u>	<u>\$17,000.00</u>	<u>\$18,917.00</u>
	\$142,168.00	\$178,221.54

**Received initial \$48,000, later approved for an additional \$25,000 for weekend meal service*

Funding is dependent on the number of meals served to adults aged sixty and over. In past grant cycles, Age Options awarded additional funding based on the program exceeding services goals, which the department will monitor this year.

Approximately 25% of the home delivered meal clients have a diagnosis of depression and/or anxiety. As the program serves older adults with mental health conditions, the department will submit a Challenge Funding request to the Mental Health Board for \$12,500.

Participants are asked to pay a suggested donation of \$4 per meal. Service continues regardless of the ability to pay per the grant requirement. A low number of the home delivered meal participants are able to pay the suggested donation. The department plans on additional fundraising events and programs throughout the year, such as the Food Truck Festival in September.

Summary

Increased demand on the Nutrition Services Program has put a strain on service delivery, which cannot be sustained without additional support. The department has explored various alternatives. Staffing with temporary agencies has proved to be cost prohibitive, volunteers are currently heavily utilized, and local culinary programs have been unresponsive. The department is requesting a twenty-five hour per week Kitchen Assistant at a total cost of \$19,500. Diversified funding through Age Options, a Challenge Funding request from the Mental Health Board, and additional fundraising events and donations may help sustain the program to address the increased demand for healthy food while providing much needed social interaction for the Township's older adult population.

Memorandum

To: Hanover Township Board
From: Tracey Colagrossi, Director of Senior Services
Re: Bus Replacement Proposal
Date: June 12, 2018

Background

Hanover Township's current bus fleet includes:

- One twenty-six passenger bus (seven wheelchair securements)
- Two ten-passenger buses leased from Pace (one wheelchair securement)
- One twelve passenger bus (one wheelchair securement)
- Five fourteen passenger buses (two vehicles with four wheelchair securements, three with five wheelchair securements)

In 2009, the Township purchased a Chevy 12 passenger bus with one wheelchair position. This bus has over 124,875 miles. In 2010, the Township purchased a Ford 14 passenger bus with 4 wheelchair positions. This bus has over 157,535 miles. The department is recommending retirement of both of these buses due to age, maintenance issues, and mileage. The department has experienced an increased demand for vehicles with wheelchair securements due to growth in dialysis appointments and the number of riders using wheelchairs. The Township budgeted for replacement of two vehicles this fiscal year.

Recommendation

The department is recommending the purchase of two fourteen passenger, five-wheelchair position 2018 Glaval Universal passenger buses with a Ford E450 Chassis from National Auto Fleet Group. The group is a partner of the National Joint Powers Alliance, a national government purchasing cooperative. The purchasing cooperative price is approximately \$17,000 less than retail for the price of the two vehicles. The department researched other procurement options such as the state purchasing list, however no similar buses were available. The Glaval buses utilize high grade materials such as stainless steel, preventing corrosion which occurs frequently in our fleet. Transportation Manager, Linda Steininger, coordinated bus procurement options, which include vehicle trade-ins.

2018 Glaval Universal Ford E450 Chassis

Quantity 2-14 Passenger, 5 Wheelchair lockdowns:

	Unit Price	Extended
Delivery and Title.....	\$73,835.00	\$147,670.00
Trade Value for Retired Chevy Vehicle.....	\$ 1,200.00	
<u>Trade Value for Retired Ford Vehicle.....</u>	<u>\$ 2,500.00</u>	
Quantity 2-Glaval Universal E450 Vehicles less Trade Value.....		\$143,970.00

Conclusion

The Department of Senior Services recommends the trade in of the 2009 Chevy twelve passenger bus and the 2010 Ford 14 passenger bus for the procurement of two 2018 Glaval Universal Ford E450 buses with capacity for fourteen passengers or five wheelchairs. These vehicles enable the department to service a greater number of Hanover Township residents with assisted devices.



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

[855] 289-6572 • [855] BUY-NJPA • [831] 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

05/31/18

Quote ID#6836

Linda Steininger
Hanover Township
250 S. IL Route 59
Bartlett, IL 60103

Dear Linda Steininger,

National Auto Fleet Group is pleased to quote the following vehicles(s) for your consideration. **Two (2) New/Unused (2018 Ford E-Series Cutaway (E4F) E-450 DRW 158" WB with Glaval Universal 14-Passenger/5 Wheel Chairs)**, delivered to your department yard, each for

	(1) Unit	(2) Two Unit's
NJPA Contract Price	\$ 29,435.00	\$ 58,870.00
Glaval Quote	\$ 44,400.00	\$ 88,800.00
Tax (0.00%)	\$ 0.00	\$ 0.00
Total	\$ 73,835.00	\$ 147,670.00
Trade-In Credit Chevy	\$ (1,200.00)	\$ (1,200.00)
Trade-In Credit Ford	\$ (2,500.00)	\$ (2,500.00)
New Total	\$ 70,135.00	\$ 143,970.00

-per your attached specifications:

This vehicles(s) is available under the **National Joint Powers Alliance (NJPA) Vehicle Contract Number 120716**. Please reference this Contract Number on all Purchase Orders to National Auto Fleet Group.

Payment terms are Net 30 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper

National Fleet Manager

Office (855) 289-6572

Fax (831) 480-8497

