



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board

June 18th, 2019

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 – SGT(P) John A. Ornstead
- 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. Rescheduled Meeting Minutes of May 30, 2019
 - B. Approval of Senior Center Carpet Replacement Project
- IX. Executive Session
- X. Other Business
- XI. Adjournment

Mission Statement

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



**HANOVER
TOWNSHIP**

VETERANS HONOR ROLL

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

NAME: JOHN ALBERT ORNSTEAD

ADDRESS: 119 ABBEYWOOD CIRCLE

CITY/ZIP CODE: STREAMWOOD, IL 60107

PHONE #: 630-837-5449

EMAIL ADDRESS: _____

DATE OF BIRTH: NOVEMBER 8, 1945

BRANCH OF SERVICE: ARMY **RANK AT DISCHARGE:** SGT(P) E-5

YEARS OF SERVICE: FROM SEP 15, 65 TO AUG 19, 68

MEDALS AWARDED OR OTHER CITATIONS:

NATIONAL DEFENSE SERVICE MEDAL, VIETNAM
CAMPAIGN MEDAL, W/6 DEVICE, 2 OVERSEAS BARS,
MARKSMANS BADGE W/ RIFLE BAR, EXPERT BADGE
W/ TANK WEAPONS BAR, CODE OF CONDUCT, CBR TRAINING

INJURIES: NONE

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

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

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

Thank you,

Brian P. McGuire
Supervisor

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for May 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Passports</i>	402	440	914	859
Photo fees	\$2,700	\$3,340	\$6,300	\$6,320
Fee deposits	\$10,480	\$11,125	\$23,045	\$20,540
<i>Fishing/Hunting licenses</i>	10	19	20	47
<i>Handicap Placards</i>	21	24	43	46
<i>Cook County vehicle stickers</i>	2	22	4	23
<i>Human Resources Requests</i>	127	139	155	282
<i>New Employee Orientations</i>	0	4	2	7
<i>Technology work orders</i>	87	49	138	86
<i>Resident Contacts</i>	1,363	1,657	3,110	3,301
<i>Percent of Budget Expended</i> (17% of year)	6.6%	4%	10.3%	9.5%

Department Highlights

- Assistant Administrator Vana participated in first round interviews with Senior Social Services staff for the Social Services Specialist position.
- Administrative Services Coordinator Callahan and Part-Time Office Assistant Szymanska continued updates to the budget document for submission for the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award. The GFOA budget will be submitted for the award in late June.
- Assistant Administrator Vana participated in first round interviews with Senior Transportation staff for the full-time bus driver position to fill the vacancy of Driver Torrance. Driver Torrance left a vacancy in the department after accepting the Early Retirement Incentive (ERI) through the Illinois Municipal Retirement Fund (IMRF).
- Assistant Administrator Vana attended the Illinois Association of Township Administrators meeting held at Palatine Township on May 15th.
- Administrative Services Coordinator Callahan completed the 4th quarter audit of General Assistance and Emergency Services with no findings.
- Assistant Administrator Vana participated with Youth and Family Services staff for the part-time position of Open Gym Assistant.
- Administrator Barr and Assistant Administrator Vana participated in interviews at Northern Illinois University for the position of Graduate Management Intern through the Masters in Public Administration (MPA) program. A graduate management intern is anticipated to join the Administrative Services team beginning in early June.
- Assistant Administrator Vana and Administrative Services Coordinator met with Physician's Immediate Care to finalize Hanover Township's account for occupational health services. Physician's Immediate Care will be a second option, in addition to AMITA Health, allowing individuals to choose the most convenient clinic.

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OFFICE OF THE ASSESSOR

Report for May 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Administration</i>				
Office visits	129	139	431	400
Building permits processed	534	565	861	973
Change of Name	4	3	9	8
Property tax appeals	0	0	0	0
Certificate of Errors	49	14	91	70
Property location updates	0	0	0	2
Sales Recording	1,202	0	1,202	0
New owner mailing	767	0	767	0
<i>Exemptions</i>				
Homeowner exemptions	14	2	29	14
Senior homeowner exemptions	22	4	101	76
Senior Freeze exemptions	19	10	62	58
Disabled Veteran exemptions	3	2	11	10
Disabled person exemptions	16	1	27	7
Miscellaneous exemptions	2	2	6	8

Department Highlights

- Extended Tuesday evening hours provided assistance to 1 visitor after 4:30 PM in May.
- The total number of emails on the Assessor's office contact list is 2,824. 10 new email contacts were added to the list in May.
- Deputy Assessor Deyne participated in Student Government Day May 1.
- On May 3, Cook County held the 2017 annual tax sale for Hanover Township.
- On May 15, we received 1,202 digital sales from the Cook County Assessor's office. They dated from September 2018 thru April 2019. 767 letters were mailed to new homeowners.
- Chief Deputy Assessor Glascott and Deputy Assessor Deyne received new computers on May 20. Deputy Assessor Christopher and the front counter received new computers May 29.
- Assessor Smogolski and Chief Deputy Assessor Glascott attended the Youth & Family Services Celebrations of Leadership on May 21.
- Deputy Assessor Christopher attended an Employee Wellness meeting May 22.
- Chief Deputy Assessor Glascott, Deputy Assessor Deyne and Deputy Assessor Christopher attended the "All Staff" staff meeting May 30.

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 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Appointments</i>				
ProTimes	8	9	18	24
TB skin test	8	3	15	10
Cholesterol	7	0	9	4
Pharmaceutical Assistance Programs	2	2	3	7
Miscellaneous labs	17	17	31	24
Wellness Screening (BP, diabetes, anemia)	58	20	169	77
Other	41	18	78	52
<i>Clinic Clients</i>				
Senior Center/ home visits	106	63	227	178
Astor Avenue	14	3	24	7
Elgin, Izaak Walton Center	7	0	8	4
Offsite clinics	5	8	20	19
Total clients (unduplicated)	83	45	171	134
<i>Public Education & Health Promotion</i>				
Media coverage	4	4	8	8
Informational seminars/Program	4	6	12	15
Program Participants	268	334	506	628
<i>Primary Care Provider Support</i>	5	7	7	7

Department Highlights

- Director Smith and Community Health Nurse Court provided 3 home visits for residents in the month of May.
- Director Smith and Community Health Nurse Court participated in Student Government Day on May 1.
- Community Health Nurse Court attend the quarterly Northwest Municipal Nurses' Meeting in Hoffman Estates on May 2.
- Director Smith and Community Health Assistant Daccardo hosted packet pick up for the annual 5k at the Izaak Walton Center on May 2 and May 3.
- The Office of Community Health hosted its 6th Annual Sprint 2 Spring 5k at the Izaak Walton Center on May 4 with 191 registrants who signed up for the race.
- Community Health Assistant Daccardo attended a Senior Health Insurance Program (SHIP) training on May 8 to assist residents with questions regarding Medicare insurance.
- Director Smith and Community Health Nurse Court provided puberty education for 60 fifth grade students at Hanover Countryside Elementary School.
- Director Smith completed CPR Monitoring on May 28th to become recertified as a CPR Instructor.
- Director Smith participated in second round interviews for the Senior Social Services Specialist position on May 31.

*Office of Community Health Mission Statement:
 Our mission 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 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Website Visits*(total)</i>	4,814	5,802	8,818	9,307
<i>Website Visits (unique)</i>	4,207	4,110	7,712	8,213
<i>Facebook Likes</i>	34	28	78	56
<i>Facebook Reach</i>	52,208	14,090	104,801	14,090
<i>Twitter Followers</i>	0	13	3	28
<i>YouTube Views</i>	187	295	456	606
<i>Media Releases</i>	5	7	7	8
<i>Veteran Contacts</i>	62	87	192	160
<i>Total Veterans served</i>	51	84	134	155
<i>Total Resident Contacts (Elgin office)</i>	200	392	271	529

Department Highlights

- Director Kuttenberg joined Supervisor McGuire and Trustees, Essick, Moinuddin, and Martinez in attending the Metropolitan Township Association’s Lobby Day in Springfield on May 1. Attendees met with the legislative leaders and Senate Local Government Committee Chairwoman.
- CVA staff worked and participated in the Office of Community Health’s Sprint 2 Spring 5k on May 4 at the Izaak Walton Center & Reserve.
- Township volunteers staffed a booth at the Lords Park Zoo on May 11 to promote programs and services to attendees.
- Director Kuttenberg met with Lt. Smith of Hanover Township Emergency Services on May 13 to discuss continuity of operations in the event of a catastrophe.
- Director Kuttenberg met with Elgin Councilwoman Rose Martinez on May 13 to discuss intergovernmental and community issues.
- Director Kuttenberg attended a community leaders meeting on May 23, held by the Forest Preserve District of Cook County at the Rolling Knolls Forest Preserve. FPDCC staff led discussions on how to increase utilization from community organizations and partners.
- Veterans Specialist Wollack conducted satellite office services at American Legion Post 57 on May 24.
- CVA staff completed the Northern Illinois Food Bank training on May 28 for the Summer Lunch Program at the Izaak Walton Center.
- Director Kuttenberg joined Supervisor McGuire and Administrator Barr in hosting a meeting of the Elgin Mayor and City Manager on May 29. Discussions were held on areas of collaboration, as well as both organizations providing updates on projects.
- Communications Specialist Smith attended the Public Meeting by the Army Corps of Engineers on May 30 for Canadian National’s request to add a second rail line in the Township.

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DEPARTMENT OF EMERGENCY SERVICES

Report for May 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2019	FYTD 18
<i>Volunteers</i>				
Total volunteers	35	28	70	61
New volunteers	0	0	0	0
<i>Hours</i>				
Volunteer Detail Hours	491	318	836	646
Volunteer Work Hours	212	111	383	426
Volunteer Training Hours	191	222	667	606
<i>Total Volunteer Hours</i>	894	651	1886	1678
<i>Details</i>				
Emergency Call Outs	7	3	15	6
Safety Patrols	5	3	9	6
Township Sponsored Events	2	4	4	5
Other Community Events	3	5	4	9
Miscellaneous	0	0	0	0
<i>Total Details</i>	17	15	32	26

Department Highlights

- HTES responded on May 1st to Wayne Police Department at 30W341 Army Trail Road to assist with street flooding.
- HTES assisted the Elgin Police Department on May 4th with traffic control for the Office of Community Health's annual Sprint 2 Spring 5k.
- HTES responded on May 9th to assist the Bartlett Police Department with a significant automobile accident at Route 59 and Army Trail Road.
- HTES participated in the Illinois Search and Rescue training in Wilmington, Illinois on May 11th.
- HTES responded to assist the Bartlett Police Department with a significant automobile accident at Route 20 and Naperville Road on May 15th.
- HTES provided weather spotting and damage assessment for a significant storm impacting the Township on May 17th, May 18th, and May 27th.
- HTES provided assistance on May 24th to the Elgin Police Department with traffic control for the annual Fox Trot run.
- HTES provided assistance on May 26th to the Streamwood Police Department with traffic control for the annual Memorial Day observance event.
- HTES provided assistance on May 26th to the East Dundee Police Department with traffic control for a Memorial Day parade.
- HTES responded on May 29th to assist the Hanover Park Fire Department for a General Alarm due to a significant automobile accident with extrication.
- Safety patrols were conducted on May 3, 10, 17, 24 and 31

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DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for May 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Administration</i>				
Vehicle service calls	9	13	20	28
Work orders	85	37	168	78
Event set-ups/tear downs	194	227	389	428
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,106	4,365	8,240	8,769
Town Hall	5,580	5,580	12,300	11,280
Senior Center	24,691	26,942	48,633	52,814
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	112.10	119.13	361.22	454.79
Town Hall	736.98	146.07	2,101.95	1,192.43
Senior Center	1,357.81	1,508.22	2,715.62	2,948.05
<i>Road Maintenance</i>				
Salt Usage (Tons)	0	0	42	71

Department Highlights

- The 2019 Brush Pick-Up Program continues with an extensive clean up in May. Road Manager Santangelo and Road Associate Crane completed the brush pickup throughout the township. Approximately 18 truckloads of chips were collected at 2 tons each, for a total of 36 tons of wood chips. This brings the total amount of wood chips collected this season thus far to 52 tons.
- Director Hanson, working with 2IM Group Engineering Firm, Administration, and with input from Trustee Moinuddin, received Board approval on the cost estimates for the Izaak Walton Center and Reserve resurfacing, and East Sherwood Oaks resurfacing projects. The 2IM Group has been instructed to move forward with the creation of the bid packets for the two projects.
- Director Hanson received Board approval for the purchase of a 2019 Ford Transit Connect as a replacement vehicle for the 2007 Dodge Dakota Facilities Department vehicle. The delivery of the 2019 Ford Transit Connect is expected by the end of June.
- Construction on the Walters-Lenoci walking path by A Lamp Road Construction was scheduled to start on April 8th, but has been delayed due to weather. Director Hanson and Operations Manager Nelson continue to work with A Lamp on rescheduling a start date for the walking path project, as well as warranty work to be completed after the Rolling Knolls resurfacing project completed in December 2018.

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OFFICE OF THE MENTAL HEALTH BOARD

Report for May 2019

SERVICE PROVIDED	APRIL 2019	APRIL 2018	FYTD 2020	FYTD 2019
<i>Grant Funding</i>				
New clients	500	847	500	847
Ongoing clients	256	9	256	9
Closed cases	44	55	44	55
Prevention programming presentations	52	38	52	38
Number in audience	497	351	497	351
<i>TIDE</i>				
Participants	19	18	19	18
Rides	203	121	203	121
<i>Resource Center</i>				
Organizations providing services	6	6	6	6
Clients served	77	11	77	11

Department Highlights

- The Mental Health Board met on May 28 and awarded the following:
 - Global Executive Council Services received \$10,000 in challenge funding to assist with the hiring of a mental health clinician who will provide assessments, treatment planning and therapy to the immigrant population in Hanover Township.
 - Easter Seals received \$15,000 in challenge funding to hire a case manager to work with families of children with developmental disabilities at their Elgin location. In addition, Easter Seals received \$25,000 in capital funding to purchase physical therapy and infant audiology testing equipment for their Elgin site.
 - The Bartlett Parks Foundation received \$25,000 in capital funding for their new inclusive playground to be located at Bartlett Park.
 - Ecker Center for Mental Health received \$1,700 in staff development funding to provide agency staff training on trauma informed care.
- MHB Vice-Chair, Meghan Nelson, recently resigned from the board. Ms. Nelson was honored for her five years of service at the May 28th meeting.
- Manager Teachout continues to monitor and troubleshoot progress on updates to the Mental Health Board agency reporting website.
- Manager Teachout completed a site visit with MHB members Kathy Biesiadecki and Trustee Khaja Moinuddin to Center for Enriched Living (CEL). CEL is a new annual funded agency that serves adults with developmental disabilities.
- Met with new Grants Manager, Kat Yelle, of Gigi's Playhouse to familiarize her with the Mental Health Board, their partnership with Gigi's Playhouse, and reporting procedures.
- Hosted the quarterly meeting of the Human Services Coordinating Council on May 15th.
- Began work on replacing the telephone system at the Community Resource Center
- Highlighted Center for Enriched Living on the Hanover Township social media, in accordance with the Strategic Plan FY 20-22 Goals. Leyden Family Services will be highlighted next.

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 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Programming Division</i>				
Planned programs	270	256	525	486
Participants	3,343	3,312	7,509	6,487
Participants (unduplicated)	679	738	922	881
Wait listed (unduplicated)	47	80	88	94
Art & Computer classes	79	61	144	122
Art & Computer class participants	403	407	774	743
New volunteers	4	4	11	8
Total volunteers (unduplicated)	156	150	184	187
Volunteer hours reported	2,384	2,314	5,322	4,424
Meals Served	1,495	1,374	3,049	2,641
Meals delivered by volunteers	2,318	1,906	4,594	3,593
<i>Social Services Division</i>				
Clients served (unduplicated)	165	162	295	269
Clients served (duplicated)	253	222	540	455
Energy Assistance	19	17	30	28
Prescription drugs & health insurance assistance	106	117	216	227
Social Service programs	14	13	28	26
Social Service program participants	146	73	398	264
Lending Closet transactions	144	128	281	227
<i>Transportation Division</i>				
One way rides given	1,522	1,872	3,032	3,569
Individuals served (unduplicated)	137	233	215	317
New riders	29	69	215	317
Unmet requests for rides	142	45	249	71

Department Highlights

- Popular out trips included: Elgin Community College Concert Choir, *West Side Story* at Civic Opera House, Chicago Church Tours, and a Lunch Bunch at La Hacienda.
- The Transportation Division provided two shuttles for the Sprint 2 Spring 5K at Izaak Walton which resulted in 161 rides.
- The top three trip purposes for the month of May were dialysis, AID and medical.
- Social Services Manager, Diana Gomez, spoke to the Elgin Community College ESL class on 5/17 to share information on Township resources and programs.
- Social Services Manager, Diana Gomez, and Social Services Specialist, Frances Domingo attended the annual Senior Health Insurance Program (SHIP) training on May 8.
- On May 16, a Progressive Tour was held that included Clare Oaks, Artis Senior Living- Bartlett, Amita- Bartlett, Hanover Township Senior Services, and Victory Centre.
- The Low-Income Home Energy Assistance Program (LIHEAP) concluded May 31.
- Director Colagrossi completed Elderly Service Officer Training from Attorney General Raoul's office.
- The Senior Services department was awarded a \$10,000 grant from the National Council for Aging Savvy Saving Senior Program to be hosted at the Senior Center.

Senior Services Mission Statement:

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

DEPARTMENT OF WELFARE SERVICES

Report for May 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>General Assistance</i>				
General Assistance clients	11	12	22	24
General Assistance appointments	23	24	47	54
Emergency Assistance appointments	26	21	50	37
Emergency Assistance approved	2	3	3	5
Crisis intake clients	141	102	270	200
Access to Care	0	0	0	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	42	30	67	62
Circuit Breaker	0	0	0	1
<i>Social Services</i>				
ComEd Hardships	3	5	4	11
Weatherization	0	0*	0	0*
<i>Food Pantry</i>				
Served (Households)	714	615	1,412	1,186
New applications	36	28	72	49
Food Donations	52	51	90	97
<i>Community Center Walk-Ins</i>	230	233	411	409

* Program Closed

Department Highlights

- On May 22nd the Rotary Club of Bartlett sponsored a food event at the food pantry. 80 families attended and received additional food items themed for a Memorial Day celebration.
- On May 14th front line auxiliary staff training was held at the Astor Avenue Community Center.
- Director Imperato and Case Manager Dewey attended GATI (General Assistance Training Institute) annual training in Rockford.
- Case Manager Dewey attended training at Sharing Connections in Downers Grove that provides new furniture for residents in need. Applications must be completed and referred by Welfare Services staff.
- On May 28th Case Manager Dewey and Welfare Services Coordinator Orozco, as well as six auxiliary staff volunteers, attended the Northern Illinois Food Summer Lunch training.
- Employment Specialist Karen Flaxman met with seven residents seeking employment and hosted four hiring events at the Astor Avenue Community Center.
- Employment Services continues to be strong with 29 active job seekers. In May two found full time employment and two found contract positions.
- Planning is ongoing for the Manufacturing Job Fair co-hosted with Senator Cristina Castro and Technology and Manufacturing Association (TMA) to be held August 28th at the Senior Center.
- The Community and Economic Development Association (CEDA) continues to hold office hours at the Astor Avenue Community Center every Wednesday from 8:30 AM - 4:30 PM.
- Senator Castro's office continues to hold office hours at the Astor Avenue Community Center every Tuesday from 1:30 PM - 6:00 PM assisting residents with state programs.

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 2019

SERVICE PROVIDED	MAY 2019	MAY 2018	FYTD 2020	FYTD 2019
<i>Outreach & Prevention</i>				
Open Gym participants	1,354	1,164	3,032	2,821
Open Gym participants (unduplicated)	446	479	489	492
Alternative to Suspension referrals	0	0	0	2
Alternative to Suspension participants	78	229	205	558
Alternative to Suspension participants (unduplicated)	41	121	82	124
<i>Clinical</i>				
Therapy clients	475	454	998	977
Therapy clients (unduplicated)	208	158	402	352
New clients (unduplicated)	0	5	19	24
Clinical hours	293	296	595	598
Group session participants	208	135	384	311
<i>Tutoring Participants</i>				
Total	0	185	144	185
Unduplicated	0	64	57	64

Department Highlights

- The department held its annual Student Government Day in cooperation with the Village of Streamwood and Streamwood High School on May 1. Twenty-nine students participated.
- Director Parquette attended the School District U-46 Trauma Informed Care Professional Learning Community held at Elgin Community College on May 2. Feeder pattern schools to Streamwood High School reported out their plans for the 2019-2020 school year.
- Director Parquette attended with the Streamwood High School Resiliency Team a workshop “Fostering Resilient Learners” by Pete Hall. The workshop offered a new approach to understanding and responding to youth behavior.
- Director Parquette attended the School District U-46 School Safety Task Force meeting on May 6.
- The department hosted Streamwood High School’s Advanced Placement Testing from May 6-16.
- First round interviews were scheduled for the Prevention Specialist. Recruitment continues for this position.
- First and second round interviews were held for the Program Coordinator. An offer was made; however, the candidate took another position. Recruitment continues for this position.
- Clinical Interventionist Dickinson assisted with an all-day training for the youth leaders at Streamwood High School. The training was held to prepare the youth to assist with the freshman orientation programming.
- Director Parquette attended the Bartlett/Hanover Park Chamber Breakfast meeting on May 15.
- Thermo-Fisher Scientific held a day of Science, Technology, Engineering and Math (STEM) at our Sunnydale Elementary Open Gym Program. Youth received their own googles, apron and gloves and rotated through four stations, which included: strawberry DNA, looking at spinal cord fluid, and measuring PH levels of various everyday fluids.
- The Committee on Youth held its Annual Celebration of Leadership Reception on May 21.

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 5/28/19 - 6/17/19

	<u>Total</u>
Total Town Fund	46,689.12
Total Senior Center Fund	29,590.62
Total General Assistance Fund	6,841.81
Total Road Maintenance Fund	7,094.49
Total Mental Health Board Fund	61,229.26
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	
 Total All Funds	 <u><u>151,645.30</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	06/14/2019	131915	Access 1 Source	Inv# 73566 Time and Attendance Software Monthly Fee	292.00
Check	06/14/2019	131935	ProxIT Technology Solutions	Inv# 20140 Cloud Storage/50GB Mailbox	909.00
Total 1014430 · Computer Equipment & Software					1,201.00
Total 101CAP · Capital Expenditures					1,201.00
101CHN · Community Health					
1014453 · Printing					
Check	06/12/2019	131895	Braden Interact Business Products (SS)	Inv# 565848 Copy Charges	3.32
Total 1014453 · Printing					3.32
1014457 · Furniture and Computer Equip					
Check	06/04/2019	131701	Leaf (618-008)	Inv# 9507759 Lower Level Copier Lease	66.00
Total 1014457 · Furniture and Computer Equip					66.00
1014465 · Medical Supplies					
Check	06/12/2019	131901	McKesson Medical Surgical	Inv# 54541915 Stackable Sharps Container	374.59
Total 1014465 · Medical Supplies					374.59
1014492 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	15.90
Total 1014492 · Dental, Vision & Life Insurance					15.90
Total 101CHN · Community Health					459.81
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	06/14/2019	131917	Braden Interact Business (Jay St)	Inv# 565917 Copy Charges May 2019	5.35
Total 1014614 · Printing					5.35
1014615 · Postage					
Check	06/11/2019	131835	Kuttenberg, Thomas	Overnight Shipping Reimbursement	25.50
Total 1014615 · Postage					25.50
1014617 · Equipment & Furniture					
Check	06/11/2019	131848	Bartlett Sports	Inv# 5225 3 Employee Uniforms (3)	87.00
Check	06/14/2019	131927	Leaf (618-009)	Inv# 9468562 Kyocera Copier Lease	97.44
Check	06/14/2019	131940	Verizon Wireless (00002)	Inv# 9828421070 Monthly Charges	36.01
Check	06/14/2019	131946	Canteen Refreshment Services	Inv# 5256-220828 Water Machine Rental	34.95
Check	06/14/2019	131946	Canteen Refreshment Services	Inv# 5256-215622 Water Filter Replacement	80.00

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 1014617 · Equipment & Furniture					335.40
1014619 · Office Supplies					
Check	06/14/2019	131938	Staples	Inv# 3415754735 Ink	110.99
Check	06/14/2019	131938	Staples	Inv# 3415754736 Plates	7.99
Total 1014619 · Office Supplies					118.98
1014621 · Satellite Office Utilities					
Check	06/14/2019	131934	Nicor 78	Acct# 78-11-12-9467 Monthly Charges 4/27-5/25	69.34
Total 1014621 · Satellite Office Utilities					69.34
1014623 · Satellite Office Phone & Intrnt					
Check	06/11/2019	131847	AT&T 697	Acct# 847 742-8953 697 Monthly Charge 4/23/19-5/22/19	145.65
Check	06/14/2019	131919	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 6/4-7/3	201.85
Total 1014623 · Satellite Office Phone & Intrnt					347.50
1014625 · Communications					
Check	06/14/2019	131943	Easy Permit Postage	Acct 8000-9090-0585-2392 Postage Refil	8,438.21
Total 1014625 · Communications					8,438.21
1014627 · Community Affairs					
Check	06/11/2019	131848	Bartlett Sports	Inv# 4914 35 Volunteer Shirts (45)	397.50
Check	06/11/2019	131876	Streamwood Chamber of Commerce	Chamber Event Reservation - Clerk	15.00
Check	06/11/2019	131880	Township Officials of Cook County	TOCC 2019 Spring Conference - Clerk	20.00
Check	06/14/2019	131936	Signs by Tomorrow	Inv# 26074 Township Banner	325.60
Total 1014627 · Community Affairs					758.10
1014631 · Community Festivals					
Check	06/11/2019	131877	Streamwood Summer Celebration	Summer Celebration Sponsorship 2019	2,000.00
Check	06/14/2019	131944	Village of Hoffman Estates	Northwest Fourth Fest Sponsor	1,500.00
Total 1014631 · Community Festivals					3,500.00
1014692 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	13.78
Total 1014692 · Dental, Vision & Life Insurance					13.78
Total 101CMA · Community Relations					13,612.16
101VET · Veteran Affairs					
1014703 · Travel Expense					
Check	06/11/2019	131845	Wollack, Cynthia	Mileage Reimbursement 04/01/19-05/24/19	35.67
Total 1014703 · Travel Expense					35.67
1014792 · Dental, Vision & Life Insurance					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	8.48
Total 1014792 · Dental, Vision & Life Insurance					8.48
Total 101VET · Veteran Affairs					44.15
Total 101CVA · Community & Veteran Affairs					13,656.31
101ES · ES - Expenditures					
1014803 · Uniforms					
Check	06/04/2019	131691	Bartlett Sports	Inv# 5105 Uniform Shirts (5)	120.00
Check	06/04/2019	131691	Bartlett Sports	Inv# 5129 T-Shirts w/ES Cadet Logo (4)	34.00
Check	06/04/2019	131705	Bartlett Sports	Inv# 5226 Uniform Shirts (35)	754.50
Check	06/11/2019	131871	Ray O'herron Co., Inc.	Inv# 1931406-IN ES Patches (50)	174.00
Total 1014803 · Uniforms					1,082.50
1014809 · Pre-Volunteer Screening					
Check	06/11/2019	131881	Verify Firm Systems (XHANEM)	Inv# 1300921 Background Checks May 2019	44.00
Total 1014809 · Pre-Volunteer Screening					44.00
1014812 · Volunteer Appreciation					
Check	06/11/2019	131885	Lonnie Williams	HTES Volunteer Event Food	30.05
Total 1014812 · Volunteer Appreciation					30.05
1014813 · Vehicle Fuel & Maintenance					
Check	06/11/2019	131860	Hopkins Ford	RO# 635393/1 Multi Point Inspection	26.45
Check	06/11/2019	131860	Hopkins Ford	RO# 635396/1 Oil & Filter Change	24.00
Total 1014813 · Vehicle Fuel & Maintenance					50.45
1014814 · Communications					
Check	06/11/2019	131867	Motorola Solutions, Inc.	Inv# 42274412019 Monthly Radio Service May 2019	374.00
Check	06/11/2019	131867	Motorola Solutions, Inc.	Inv# 42874512019 Monthly Radio Service June 2019	374.00
Check	06/14/2019	131940	Verizon Wireless (00002)	Inv# 9828421070 Monthly Charges	92.82
Total 1014814 · Communications					840.82
1014892 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	13.95
Total 1014892 · Dental, Vision & Life Insurance					13.95
Total 101ES · ES - Expenditures					2,061.77
101ISE · Insurance & Employee Benefits					
1014507 · Flex Plan & 457 Plan					
Check	06/14/2019	131939	TASC (AP)	Inv# 1516243 Admin Fees/Claim Card Fees	94.62

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 1014507 · Flex Plan & 457 Plan					94.62
Total 101ISE · Insurance & Employee Benefits					94.62
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	06/14/2019	131945	Kopon Airdo, LLC	Inv# 190-0001-27681 Legal Services	10,902.05
Check	06/14/2019	131945	Kopon Airdo, LLC	Inv# 190-0002-27682 Legal Services	390.00
Total 1014502 · Legal Services					11,292.05
Total 101LEA · Legal & Auditing					11,292.05
101MAIN · Facilities Maintenance					
1014208 · Housekeeping Contract					
Check	06/11/2019	131853	Custodius Chicago	Inv# 453 Janitorial Service - IWC May	865.00
Check	06/11/2019	131873	Scrubco	Inv# 9895 Office Cleaning - Astor May	800.00
Check	06/14/2019	131925	Imperial Service Systems, Inc	Inv# 124708 Cleaning Services - Town Hall June	1,069.00
Check	06/14/2019	131925	Imperial Service Systems, Inc	Inv# 124743 Cleaning Services - Senior Center June	1,666.00
Total 1014208 · Housekeeping Contract					4,400.00
1014209 · Building Contracts					
Check	06/14/2019	131930	Orkin Pest Control 285 (IWC) Jay St	Inv# 180604744 Pest Control - May	68.15
Check	06/14/2019	131931	Orkin Pest Control 579 (Astor)	Inv# 180604677 Pest Control - May	59.49
Check	06/14/2019	131932	Orkin Pest Control 029 (Senior)	Inv# 180604666 Pest Control - May	85.68
Total 1014209 · Building Contracts					213.32
1014210 · Building Maintenance - Town					
Check	06/12/2019	131888	The Home Depot F&M	YFS Faucet/Wall Patch	131.56
Check	06/12/2019	131888	The Home Depot F&M	Credit Inv# 4315785	-21.08
Check	06/12/2019	131888	The Home Depot F&M	Credit Inv# 7310132	-49.97
Check	06/12/2019	131889	The Home Depot	YFS Floor Repair	24.75
Total 1014210 · Building Maintenance - Town					85.26
1014211 · Building Maintenance - Senior					
Check	06/11/2019	131865	Menards - West Chicago	Inv# 80456 Patch Cable/Batteries	58.58
Check	06/11/2019	131874	Sherwin-Williams	Art Room Paint	96.31
Check	06/12/2019	131888	The Home Depot F&M	Paint Supplies	32.96
Check	06/12/2019	131888	The Home Depot F&M	Floor Finish/Stripper	160.37
Total 1014211 · Building Maintenance - Senior					348.22
1014212 · Building Maintenance - Astor					
Check	06/12/2019	131888	The Home Depot F&M	LED Ceiling Fixture/Casters	217.15
Check	06/12/2019	131889	The Home Depot	Thermal Expansion Tank	49.00
Total 1014212 · Building Maintenance - Astor					266.15

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
1014213 · Equipment Maintenance - Town					
Check	06/11/2019	131855	Fox Valley Fire & Safety	Inv# 260567 Panic Button Equipment/Installations (18)	1,210.00
Total 1014213 · Equipment Maintenance - Town					1,210.00
1014214 · Equipment Maintenance - Senior					
Check	06/11/2019	131855	Fox Valley Fire & Safety	Inv# 266945 Annual Inspection Fire Sprinkler System	320.00
Check	06/12/2019	131888	The Home Depot F&M	Camera Cable/Light Bulbs	59.78
Check	06/12/2019	131888	The Home Depot F&M	Cable Staples	9.84
Check	06/12/2019	131890	The Home Depot	Oak Dowel/Pipe/Heritage Stones	52.56
Total 1014214 · Equipment Maintenance - Senior					442.18
1014215 · Equipment Maintenance - Astor					
Check	06/12/2019	131889	The Home Depot	Emergency Light Batteries	46.94
Total 1014215 · Equipment Maintenance - Astor					46.94
1014218 · Vehicle Maintenance - Town					
Check	06/14/2019	131933	O'Reilly Auto Parts	Inv# 3421-222105 Headlight	9.60
Total 1014218 · Vehicle Maintenance - Town					9.60
1014221 · Cell Phone/Communications					
Check	06/11/2019	131867	Motorola Solutions, Inc.	Inv# 42874512019 Monthly Radio Service June 2019	172.00
Check	06/14/2019	131940	Verizon Wireless (00002)	Inv# 9828421070 Monthly Charges	53.45
Total 1014221 · Cell Phone/Communications					225.45
1014222 · Trash Removal - Town					
Check	06/11/2019	131858	Groot, Inc.	Inv# 3448867 Acct# 3107-68246 Monthly Charges - June	224.35
Total 1014222 · Trash Removal - Town					224.35
1014223 · Trash Removal - Senior					
Check	06/11/2019	131858	Groot, Inc.	Inv# 3448693 Acct# 3107-61390 Monthly Charges - June	287.62
Total 1014223 · Trash Removal - Senior					287.62
1014224 · Trash Removal - Astor					
Check	06/11/2019	131858	Groot, Inc.	Inv# 3448868 Acct# 3107-69323 Monthly Charges - June	385.95
Total 1014224 · Trash Removal - Astor					385.95
1014225 · Grounds/Reserve Maintenance					
Check	06/11/2019	131866	Midwest Trading	Inv# I458085 Mulch	250.25
Check	06/11/2019	131866	Midwest Trading	Inv# I458149 Mulch	250.25
Check	06/11/2019	131866	Midwest Trading	Inv# I458270 Mulch	250.25
Check	06/12/2019	131888	The Home Depot F&M	Senior Garden Vegetable Plants	51.98
Check	06/12/2019	131888	The Home Depot F&M	Weed Killer	29.97

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 1014225 · Grounds/Reserve Maintenance					832.70
1014230 · Trash Removal - Izaak					
Check	06/11/2019	131858	Groot, Inc.	Inv# 3449689 Acct# 3107-54379 Monthly Charges - June	68.68
Total 1014230 · Trash Removal - Izaak					68.68
1014292 · Dental, Vision & Life Insurance					
Check	06/14/2019	131929	NCPERS	Billing# 57850718 Monthly Premium June 2019	16.00
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	32.86
Total 1014292 · Dental, Vision & Life Insurance					48.86
Total 101MAIN · Facilities Maintenance					9,095.28
101PAN · Pantry					
1014161 · Utilities					
Check	06/04/2019	131704	Village of Hanover Park	Acct# 3940-001 Astor Ave Water/Sewer	42.08
Total 1014161 · Utilities					42.08
1014192 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	13.95
Total 1014192 · Dental, Vision & Life Insurance					13.95
Total 101PAN · Pantry					56.03
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	05/28/2019	131684	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges 5/16/19 - 6/15/19	43.82
Total 1014402 · Telephone - Town					43.82
1014403 · Utilities - Town					
Check	06/11/2019	131884	Village of Bartlett	Bill# 314420 Acct# 51470 Water/Sewer Township	193.81
Check	06/11/2019	131884	Village of Bartlett	Bill# 320384 Acct# 63818 Water/Sewer Runzel	29.40
Check	06/12/2019	131897	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges 5/2-6/3	328.36
Total 1014403 · Utilities - Town					551.57
1014405 · Internet Access - Town					
Check	06/14/2019	131913	AT&T 824	Acct 253810824 Back-up Internet 5/28-6/27	86.16
Check	06/14/2019	131918	Comcast (607)	Acct# 8771100830128607 Monthly Internet Charges 5/23-6/22	259.85
Total 1014405 · Internet Access - Town					346.01
1014416 · Equipment Rental - Town					
Check	06/14/2019	131927	Leaf (618-009)	Inv# 9468562 Kyocera Copier Lease	329.11
Total 1014416 · Equipment Rental - Town					329.11

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 101THE · Town Hall Expense					1,270.51
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	06/11/2019	131875	Staples	Inv# 3413184009 Coffee Bowl Cleaners	8.37
Check	06/11/2019	131886	Staples	Inv# 3414834753 Copy Paper/16GB USB	83.89
Total 1014404 · Office Supplies					92.26
1014406 · Printing					
Check	06/14/2019	131916	A1 Trophies & Awards	Inv# 14040 Presentation Folders (100)	217.49
Check	06/14/2019	131926	Kwik Print	Inv# 64785 Business Cards	42.90
Check	06/14/2019	131926	Kwik Print	Inv# 64786 Stationary	790.70
Total 1014406 · Printing					1,051.09
1014412 · Travel Expenses					
Check	06/14/2019	131912	Callahan, Suzanna M	Mileage Reimbursement	17.86
Total 1014412 · Travel Expenses					17.86
1014532 · Committee on Youth					
Check	06/11/2019	131861	Houdek, Tina M	Celebration of Leadership Supplies	150.48
Check	06/11/2019	131879	Tabletoppers Inc	Conf# 134057 Extra Linen for Table	7.20
Total 1014532 · Committee on Youth					157.68
1014592 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	46.81
Total 1014592 · Dental, Vision & Life Insurance					46.81
Total 101TOE · Town Office Expense					1,365.70
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	06/11/2019	131875	Staples	Inv# 3414834750 Toner/Correction Tape/Post-Its	207.10
Check	06/11/2019	131875	Staples	Inv# 3414834751 Toner (2)	529.98
Total 1044405 · Office Supplies					737.08
1044492 · Dental, Vision & Life Insurance					
Check	06/14/2019	131929	NCPERS	Billing# 57850718 Monthly Premium June 2019	16.00
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	19.08
Total 1044492 · Dental, Vision & Life Insurance					35.08
Total 104ASR · Assessor's Division					772.16
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094617 · Equipment Maintenance					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/04/2019	131698	TTSG Leasing	Inv# 36959 Copier Staples Cartridge	135.00
Check	06/11/2019	131854	De Lage Landen Financial Services	Inv# 63753463 Copier Lease 5/15/19-6/14/19	179.06
Total 1094617 · Equipment Maintenance					314.06
1094619 · Office Supplies					
Check	06/07/2019	131816	Quill Corporation	Inv# 7626460 Coffee Supplies	22.96
Check	06/07/2019	131816	Quill Corporation	Inv# 7612681 Toner/Coffee/Coffee Supplies/Kleenex/Sanitizer	536.71
Check	06/07/2019	131816	Quill Corporation	Inv# 6895108 Coffee Supplies	23.11
Check	06/07/2019	131816	Quill Corporation	Inv# 6979695 Ink	159.98
Check	06/07/2019	131816	Quill Corporation	Inv# 7252841 Agenda Paper	25.99
Check	06/07/2019	131816	Quill Corporation	Inv# 6877845 Copy Paper/Kleenex/Toner/Tent Cards	480.40
Check	06/07/2019	131816	Quill Corporation	Credit 593236 Ink Cartridge (2)	-159.98
Check	06/07/2019	131816	Quill Corporation	Credit 593227 Toner	-121.34
Total 1094619 · Office Supplies					967.83
1094621 · Recruitment and Pre Employment					
Check	06/11/2019	131882	Verify Firm Systems (XHANYF)	Inv# 1290455 Background Checks March 2019	18.00
Check	06/11/2019	131882	Verify Firm Systems (XHANYF)	Inv# 1294915 Background Checks April 2019	54.00
Check	06/11/2019	131882	Verify Firm Systems (XHANYF)	Inv# 1300923 Background Checks May 2019	36.00
Total 1094621 · Recruitment and Pre Employment					108.00
1094623 · Travel					
Check	06/11/2019	131832	Gonzalez, Nora C	Mileage Reimbursement April 2019	37.12
Check	06/11/2019	131832	Gonzalez, Nora C	Mileage Reimbursement May 2019	20.88
Check	06/11/2019	131838	Loera, Mayra	Mileage Reimbursement 04/15/19-05/28/19	40.95
Check	06/14/2019	131910	Martinez, Magdalena	Mileage Reimbursement May 2019	67.86
Total 1094623 · Travel					166.81
1094626 · Equipment & Furniture					
Check	06/07/2019	131816	Quill Corporation	Inv# 6670223 Office Desk	465.00
Check	06/07/2019	131816	Quill Corporation	Inv# 6926092 Hutch (2)	1,210.00
Check	06/07/2019	131816	Quill Corporation	Inv# 7002753 Hutch (2)	1,210.00
Check	06/07/2019	131816	Quill Corporation	Credit 566504 Hutch	-1,210.00
Check	06/07/2019	131816	Quill Corporation	Credit 576430 Hutch	-1,210.00
Total 1094626 · Equipment & Furniture					465.00
1094692 · Dental, Vision & Life Insurance					
Check	06/14/2019	131929	NCPERS	Billing# 57850718 Monthly Premium June 2019	16.00
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	29.85
Total 1094692 · Dental, Vision & Life Insurance					45.85
Total 109ADM · Administration & Clinical					2,067.55
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/04/2019	131708	School District U-46	Inv# 5170 Summer Break Open Gym Rentals	2,813.20
Check	06/07/2019	131816	Quill Corporation	Inv# 6917054 Gel Packs	19.25
Total 1094627 · Open Gym Program.					2,832.45
1094644 · Travel					
Check	06/04/2019	131706	Cohen, Michael	Mileage Reimbursement 4/2/19 - 4/13/19	20.88
Check	06/04/2019	131707	Litz, Danielle	Mileage Reimbursement May 2019	63.80
Check	06/11/2019	131840	McSheffrey, Ryan K	Mileage Reimbursement May 2019	135.72
Total 1094644 · Travel					220.40
1094651 · Cellphones					
Check	06/14/2019	131940	Verizon Wireless (00002)	Inv# 9828421070 Monthly Charges	213.80
Total 1094651 · Cellphones					213.80
1094792 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	29.68
Total 1094792 · Dental, Vision & Life Insurance					29.68
Total 109OUT · Outreach & Prevention					3,296.33
Total 109YFS · Youth & Family Services					5,363.88
Total 1014 · Town Fund - Expenditures					46,689.12
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	06/11/2019	131868	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges 04/25/19-05/23/19	893.89
Check	06/11/2019	131884	Village of Bartlett	Bill# 319981 Acct# 62447 Water/Sewer Senior Center	265.65
Check	06/12/2019	131898	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges 5/2-6/3	1,269.62
Total 1104524 · Utilities					2,429.16
1104525 · Telephone & High Speed Internet					
Check	06/14/2019	131940	Verizon Wireless (00002)	Inv# 9828421070 Monthly Charges	118.63
Total 1104525 · Telephone & High Speed Internet					118.63
1104527 · Equipment					
Check	06/04/2019	131700	Leaf (618-003)	Inv# 9517442 Postage Machine Lease	12.50
Check	06/04/2019	131701	Leaf (618-008)	Inv# 9507759 Lower Level Copier Lease	66.00
Total 1104527 · Equipment					78.50
1104528 · Office Supplies					
Check	06/11/2019	131846	Accurate Office Supply Co	Inv# 481049 Copy Paper/Receipt Book/labels/Markers	360.84
Check	06/14/2019	131914	Accurate Office Supply Co	Inv# 482151 Paper	17.09

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 1104528 · Office Supplies					377.93
1104533 · Printing					
Check	06/11/2019	131863	Kwik Print	Inv# 64812 Business Cards	42.90
Check	06/11/2019	131863	Kwik Print	Inv# 64845 Letterhead	125.70
Check	06/12/2019	131895	Braden Interact Business Products (SS)	Inv# 565848 Copy Charges	225.71
Check	06/12/2019	131900	Kwik Print	Inv# 6870 Business Cards	76.50
Total 1104533 · Printing					470.81
1104539 · Miscellaneous					
Check	06/11/2019	131842	Steininger, Linda	Staff Recognition Supplies	33.98
Total 1104539 · Miscellaneous					33.98
1104592 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	25.61
Total 1104592 · Dental, Vision & Life Insurance					25.61
Total 1104ADM · Administration					3,534.62
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03213034 Congregate Food	98.05
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03214282 Congregate Food	109.78
Check	05/28/2019	131686	Gordon Food Service	Inv# 194398838 Congregate Food	582.86
Check	05/28/2019	131687	Highland Baking Company	Inv# 2018417 Congregate Food	69.35
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03214806 Congregate Food	122.80
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03217973 Congregate Food	81.43
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03217992 Congregate Food	14.95
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03218985 Congregate Food	119.38
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03219359 Congregate Food	34.98
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03219687 Congregate Food	14.05
Check	06/04/2019	131694	Get Fresh Produce, Inc	Credit# 00408273 Inv# 03208520 Congregate Food	-29.20
Check	06/04/2019	131695	Gordon Food Service	Inv# 194548983 Congregate Food	826.41
Check	06/04/2019	131696	Highland Baking Company	Inv# 2023082 Congregate Food	53.44
Check	06/04/2019	131696	Highland Baking Company	Inv# 2027368 Congregate Food	54.76
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03221867 Congregate Food	175.76
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03222941 Congregate Food	22.53
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv #03223124 Congregate Food	60.98
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03224268 Congregate Food	132.07
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03226291 Congregate Food	148.75
Check	06/11/2019	131856	Get Fresh Produce, Inc	Forward Credit	-11.87
Check	06/11/2019	131857	Gordon Food Service	Inv# 194704261 Congregate Food	941.16
Check	06/11/2019	131859	Highland Baking Company	Inv# 2029707 Congregate Food	21.87
Check	06/11/2019	131859	Highland Baking Company	Inv# 2029242 Congregate Food	78.88
Check	06/11/2019	131859	Highland Baking Company	Credit# 2029767 Congregate Food	-21.87
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3230249 Congregate Food	96.88
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3229716 Congregate Food	93.92

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/14/2019	131922	Gordon Food Service	Inv# 194863168 Congregate Food	691.36
Check	06/14/2019	131922	Gordon Food Service	Credit 12963476	-12.81
Check	06/14/2019	131923	Highland Baking Company	Inv# 2035633 Congregate Food	66.59
Total 1105551 · Congregate Food					4,637.24
1105553 · Congregate Supplies					
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03213034 Congregate Supplies	11.20
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03214282 Congregate Supplies	7.70
Check	05/28/2019	131686	Gordon Food Service	Inv# 194398838 Congregate Supplies	14.45
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03214806 Congregate Supplies	18.90
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03218985 Congregate Supplies	11.20
Check	06/04/2019	131695	Gordon Food Service	Inv# 194548983 Congregate Supplies	14.45
Check	06/04/2019	131702	West Pier Laundry Streamwood	Inv# 2348 Laundry Service Dish Towels/Tablecloths	35.83
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv #03223124 Congregate Supplies	27.65
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03224268 Congregate Supplies	38.85
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03226291 Congregate Supplies	27.70
Check	06/11/2019	131857	Gordon Food Service	Inv# 194704261 Congregate Supplies	92.34
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3230249 Congregate Supplies	18.90
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3229716 Congregate Supplies	11.20
Check	06/14/2019	131922	Gordon Food Service	Inv# 194863168 Congregate Supplies	41.26
Check	06/14/2019	131922	Gordon Food Service	Credit 12963476	-12.80
Total 1105553 · Congregate Supplies					358.83
1105558 · Home Delivered Meals Food					
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03213034 HDM Food	98.05
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03214282 HDM Food	109.77
Check	05/28/2019	131686	Gordon Food Service	Inv# 194398838 HDM Food	582.86
Check	05/28/2019	131687	Highland Baking Company	Inv# 2018417 HDM Food	69.35
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03214806 HDM Food	122.79
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03217973 HDM Food	81.42
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03217992 HDM Food	14.95
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03218985 HDM Food	119.37
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03219359 HDM Food	34.97
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03219687 HDM Food	14.04
Check	06/04/2019	131694	Get Fresh Produce, Inc	Credit# 00408273 Inv# 03208520 HDM Food	-29.20
Check	06/04/2019	131695	Gordon Food Service	Inv# 194548983 HDM Food	826.41
Check	06/04/2019	131696	Highland Baking Company	Inv# 2023082 HDM Food	53.44
Check	06/04/2019	131696	Highland Baking Company	Inv# 2027368 HDM Food	54.76
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03221867 HDM Food	175.76
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03222941 HDM Food	22.52
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv #03223124 HDM Food	60.97
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03224268 HDM Food	132.07
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03226291 HDM Food	148.75
Check	06/11/2019	131856	Get Fresh Produce, Inc	Forward Credit	-11.86
Check	06/11/2019	131857	Gordon Food Service	Inv# 194704261 HDM Food	941.15
Check	06/11/2019	131859	Highland Baking Company	Inv# 2029707 HDM Food	21.87
Check	06/11/2019	131859	Highland Baking Company	Inv# 2029242 HDM Food	87.87

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/11/2019	131859	Highland Baking Company	Credit# 2029767 HDM Food	-21.87
Check	06/11/2019	131870	Pur Foods	Inv# MM05312019 Special Dietary Meals (14)	1,316.00
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3230249 HDM Food	96.87
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3229716 HDM Food	93.92
Check	06/14/2019	131922	Gordon Food Service	Inv# 1948363168 HDM Food	691.35
Check	06/14/2019	131923	Highland Baking Company	Inv# 2035633 HDM Food	66.59
Total 1105558 · Home Delivered Meals Food					5,974.94
1105560 · Home Delivered Meals Supplies					
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03213034 HDM Supplies	11.20
Check	05/28/2019	131685	Get Fresh Produce, Inc	Inv# 03214282 HDM Supplies	7.70
Check	05/28/2019	131686	Gordon Food Service	Inv# 194398838 HDM Supplies	14.45
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03214806 HDM Supplies	18.90
Check	06/04/2019	131694	Get Fresh Produce, Inc	Inv# 03218985 HDM Supplies	11.20
Check	06/04/2019	131695	Gordon Food Service	Inv# 194548983 HDM Supplies	14.45
Check	06/04/2019	131702	West Pier Laundry Streamwood	Inv# 2348 Laundry Service Dish Towels/Tablecloths	35.82
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv #03223124 HDM Supplies	27.65
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03224268 HDM Supplies	38.85
Check	06/11/2019	131856	Get Fresh Produce, Inc	Inv# 03226291 HDM Supplies	27.70
Check	06/11/2019	131857	Gordon Food Service	Inv# 194704261 HDM Supplies	92.34
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3230249 HDM Supplies	18.90
Check	06/14/2019	131921	Get Fresh Produce, Inc	Inv# 3229716 HDM Supplies	11.20
Check	06/14/2019	131922	Gordon Food Service	Inv# 1948363168 HDM Supplies	41.26
Total 1105560 · Home Delivered Meals Supplies					371.62
1105792 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	5.30
Total 1105792 · Dental, Vision & Life Insurance					5.30
Total 1104NUT · Nutrition					11,347.93
1104PRO · Programs					
1104514 · Weekend Programming					
Check	06/14/2019	131903	Marquee Movie Presentations, LLC	Inv# 1907HTS-220 Senior Presentation - Americana Song & Dance	200.00
Check	06/14/2019	131905	Robert Girardi	Senior Presentation - Civil War Artifacts	150.00
Total 1104514 · Weekend Programming					350.00
1104515 · Programming					
Check	06/04/2019	131695	Gordon Food Service	Inv# 194631051 Tour Refreshments	111.96
Check	06/11/2019	131831	Susan Benjamin	Senior Presentation - Marilyn Monroe	300.00
Check	06/11/2019	131833	Cesar Grimaldo	Inv# 6619 French/Spanish Instruction July/Aug 2019	600.00
Check	06/11/2019	131841	Beth Sair	Senior Center Presentation - If Statues Could Talk	200.00
Check	06/11/2019	131846	Accurate Office Supply Co	Inv# 481049 Program Refreshments/Supplies	314.72
Check	06/12/2019	131891	Edizon Dayao	Inv# 072519HANTWPED Variety Show Entertainment	200.00
Check	06/12/2019	131902	Tranquility Yoga Studio	Yoga Instruction - July 2019	1,365.00
Check	06/12/2019	131902	Tranquility Yoga Studio	Yoga Instruction - August 2019	1,190.00

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/14/2019	131904	Thomas Thorson	Senior Presentation - Serendipity	150.00
Check	06/14/2019	131906	John Duggleby	Evening Concert Performance	295.00
Check	06/14/2019	131907	Frank Morales	Class Instructor Fee - Journey Toward Elderhood	144.00
Check	06/14/2019	131908	Lake Geneva Cruise Line	Lake Geneva Mailboat Cruise (53)	2,640.10
Check	06/14/2019	131914	Accurate Office Supply Co	Inv# 482151 Program Refreshments/Supplie	124.66
Check	06/14/2019	131937	Marti Spenk	Inv# 017 Exercise Instructor Fee (11)	330.00
Total 1104515 · Programming					7,965.44
1104520 · Volunteer Services					
Check	05/28/2019	131682	Phil Roth	Home Delivered Meals Mileage Reimbursement 4/28/19 - 5/23/19	52.78
Check	05/28/2019	131683	Reni Stepien	Home Delivered Meals Mileage Reimbursement 4/3/19 - 5/23/19	116.17
Check	06/04/2019	131688	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement 04/17/19-05/29/19	81.20
Check	06/11/2019	131830	Dorothy Archer	Home Delivered Meals Mileage Reimbursement 4/23/19-6/4/19	43.21
Check	06/11/2019	131834	Lori Knaub	Home Delivered Meals Mileage Reimbursement 03/21/19-05/19/19	151.90
Check	06/11/2019	131837	Alan Lenoci	Home Delivered Meals Mileage Reimbursement 4/01/19-5/28/19	82.19
Check	06/11/2019	131839	Kathy Lindahl	Home Delivered Meals Mileage Reimbursement May 2019	51.62
Check	06/11/2019	131843	Charles Valerio	Home Delivered Meals Mileage Reimbursement 05/09/19-05/30/19	27.84
Check	06/11/2019	131844	Joanne Watson	Home Delivered Meals Mileage Reimbursement 05/07/19-06/03/19	53.94
Check	06/12/2019	131893	Steve Gibson	Home Delivered Meals Mileage Reimbursement May 2019	69.02
Check	06/12/2019	131894	Andrew and Angela Lazzara	Home Delivered Meals Mileage Reimbursement May 2019	73.66
Total 1104520 · Volunteer Services					803.53
1104532 · Visual Arts					
Check	06/04/2019	131692	Blick Art Materials	Inv# 1591126 Art Supplies	127.74
Check	06/11/2019	131836	Denise Laurin-Donatelle	Inv# 6519 Oil Painting Open Studio June 2019	270.00
Check	06/11/2019	131849	Blick Art Materials	Inv# 1656232 Art Supplies	158.25
Check	06/11/2019	131864	Denise Laurin-Donatelle	Inv# 6419 Oil Painting Open Studio April 2019	270.00
Check	06/12/2019	131899	Hobby Lobby	Inv# 83497263 Craft Supplies	5.68
Check	06/14/2019	131928	Midwest Ceramic Art Supply	Inv# 06042019 Ceramic Class Supplies (40)	511.36
Total 1104532 · Visual Arts					1,343.03
Total 1104PRO · Programs					10,462.00
1104SOC · Social Services					
1104519 · Senior Assistance					
Check	06/12/2019	131892	Young Mo Ju	Rent Assistance	200.00
Total 1104519 · Senior Assistance					200.00
1104992 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	10.60
Total 1104992 · Dental, Vision & Life Insurance					10.60
Total 1104SOC · Social Services					210.60
1104TRN · Transportation					
1104518 · Vehicle Maintenance					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/11/2019	131852	Complete Fleet Services Inc.	Inv# 21091 Bus# 137 R&R Ball Joints/Brakes/Oil Change	2,571.50
Check	06/11/2019	131852	Complete Fleet Services Inc.	Inv# 21142 Bus# 126 Oil Change/IDOT Inspection/Weather Stripping	646.29
Total 1104518 · Vehicle Maintenance					3,217.79
1104549 · Recruitment					
Check	06/11/2019	131883	Verify FIRM Systems (xhtsse)	Inv# 1300936 Background Checks May 2019	296.00
Total 1104549 · Recruitment					296.00
1104550 · Telephone					
Check	06/04/2019	131699	Verizon Wireless	Acct# 742025529 Monthly Charges 5/19-6/18	467.28
Total 1104550 · Telephone					467.28
1104692 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	54.40
Total 1104692 · Dental, Vision & Life Insurance					54.40
Total 1104TRN · Transportation					4,035.47
Total 1104 · Senior Center - Expenditures					29,590.62
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024204 · Equipment					
Check	06/14/2019	131927	Leaf (618-009)	Inv# 9468562 Kyocera Copier Lease	106.23
Total 2024204 · Equipment					106.23
2024205 · Travel & Training					
Check	06/04/2019	131689	Dewey, Corey J	Mileage Reimbursement	33.64
Check	06/04/2019	131690	Orozco, Laura A	Mileage Reimbursement	8.14
Check	06/14/2019	131909	Imperato, Mary Jo	Mileage Reimbursement	11.52
Check	06/14/2019	131911	Dewey, Corey J	Mileage Reimbursement	13.34
Total 2024205 · Travel & Training					66.64
2024210 · Printing					
Check	06/04/2019	131703	Braden Interact Business Products (WS)	Inv# 565916 Copy Charges May 2019	30.43
Total 2024210 · Printing					30.43
2024507 · Professional Services					
Check	06/11/2019	131887	Verify Firm Systems (XHANGA)	Inv# 1300922 Background Checks May 2019	18.00
Total 2024507 · Professional Services					18.00
2024592 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	10.60

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 2024592 · Dental, Vision & Life Insurance					10.60
Total 2024ADM · Administration					231.90
2024HOM · Home Relief					
2024102 · Rent					
Check	06/01/2019	5185	State Farm - Schaumburg	Home Insurance Assistance	54.83
Check	06/01/2019	5187	Cynthia Wheelock	June 2019 Rent	500.00
Check	06/01/2019	5189	James Susman	June 2019 Rent	650.00
Check	06/01/2019	5191	Country Mutual Insurance Company	Home Insurance Assistance	37.31
Check	06/01/2019	5193	Southwicke on Sutton Condo Assn.	June 2019 Rent	163.38
Check	06/01/2019	5196	Angie Hoeltzer	June 2019 Rent	450.00
Check	06/01/2019	5198	Jagdambe International LLC	June 2019 Rent	700.00
Check	06/01/2019	5199	Michelle Breen	June 2019 Rent	460.00
Check	06/01/2019	5200	Northwest Compass	June 2019 Rent	213.00
Check	06/05/2019	5203	Cook County Treasurer (Carol Stream)	Property Tax Assistance	349.52
Total 2024102 · Rent					3,578.04
2024103 · Utilities					
Check	06/01/2019	5186	Village of Streamwood	Utility Assistance	101.31
Check	06/01/2019	5188	Com Ed	Utility Assistance	134.29
Check	06/01/2019	5190	Com Ed	Utility Assistance	63.84
Check	06/01/2019	5192	Village of Streamwood	Utility Assistance	28.78
Check	06/01/2019	5194	NICOR	Utility Assistance	42.89
Check	06/01/2019	5195	ABT Water Treatment	Utility Assistance	42.89
Check	06/05/2019	5205	Com Ed	Utility Assistance	139.48
Total 2024103 · Utilities					553.48
2024105 · Personal Essentials					
Check	06/05/2019	5202	Walmart	Personal Essentials (7)	850.00
Total 2024105 · Personal Essentials					850.00
2024106 · Travel Expenses					
Check	06/01/2019	5184	BP Gas Station	Fuel Assistance Card (5)	250.00
Check	06/01/2019	5185	State Farm - Schaumburg	Auto Insurance Assistance	54.86
Check	06/01/2019	5191	Country Mutual Insurance Company	Auto Insurance Assistance	56.56
Check	06/01/2019	5197	Active Acceptance Corp	Auto Insurance Assistance	88.64
Check	06/05/2019	5204	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Total 2024106 · Travel Expenses					500.06
2024119 · Emergency Assistance					
Check	06/05/2019	5201	Com Ed	Utility Assistance	1,128.33
Total 2024119 · Emergency Assistance					1,128.33
Total 2024HOM · Home Relief					6,609.91

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 2024 · Welfare Services - Expenditures					6,841.81
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					
Check	06/14/2019	131945	Kopon Airdo, LLC	Inv# 190-0007-27683 Legal Services	976.05
Total 3034701 · Legal					976.05
3034704 · Telephone					
Check	06/11/2019	131867	Motorola Solutions, Inc.	Inv# 42274412019 Monthly Radio Service May 2019	176.00
Total 3034704 · Telephone					176.00
3034709 · Uniforms & Safety Equipment					
Check	06/12/2019	131889	The Home Depot	Cable Ties/Gloves	49.32
Check	06/12/2019	131890	The Home Depot	Gloves	119.61
Total 3034709 · Uniforms & Safety Equipment					168.93
3034711 · Utilities					
Check	06/11/2019	131851	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges 05/02/19-06/03/19	136.93
Check	06/12/2019	131896	Com Ed 152	Acct# 0045120152 Monthly Charges 5/9-6/10	365.04
Total 3034711 · Utilities					501.97
3034792 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	10.60
Total 3034792 · Dental, Vision & Life Insurance					10.60
3034793 · Unemployment					
Check	06/14/2019	131924	Illinois Dept of Employment Security	Balance Due on Account	194.90
Total 3034793 · Unemployment					194.90
Total 3034ADM · Administration					2,028.45
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	06/12/2019	131888	The Home Depot F&M	Blacktop Patch	69.90
Check	06/12/2019	131890	The Home Depot	Blacktop Patch	233.00
Total 3034602 · Operating Supplies & Materials					302.90
3034605 · Maintenance Supplies					
Check	06/11/2019	131869	O'Reilly Auto Parts	Inv# 3421-222064 Truck Wash Supplies	59.55
Check	06/12/2019	131889	The Home Depot	Mailbox Repair Supplies	19.98
Total 3034605 · Maintenance Supplies					79.53
3034610 · Street Lighting					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/11/2019	131850	Com Ed 051	Acct# 5619024051 Monthly Charges 05/02/19-06/03/19	60.77
Check	06/14/2019	131941	Wood Dale Electrical Const., Inc.	Inv# 4833 Street Light Repair	303.20
Check	06/14/2019	131941	Wood Dale Electrical Const., Inc.	Inv# 4831 Street Light Repair	1,496.38
Total 3034610 · Street Lighting					1,860.35
3034614 · Signs, Stripping & Tree Removal					
Check	06/11/2019	131872	RoadSafe Traffic Systems Inc	Inv# 96748 Street Sign Posts/Post Pounder	784.00
Total 3034614 · Signs, Stripping & Tree Removal					784.00
Total 3034ROD · Road Maintenance					3,026.78
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	06/11/2019	131862	Kammes Auto & Truck Repair, Inc.	Inv# 128236 Oil Leak/Camshaft Sensor	903.84
Check	06/11/2019	131862	Kammes Auto & Truck Repair, Inc.	Inv# 128293 Semi-Annual Safety Lane Checks	105.00
Check	06/11/2019	131869	O'Reilly Auto Parts	Inv# 3421-219700 Replacement Batteries - Truck# 504	298.38
Check	06/11/2019	131878	Suburban Tire Auto Care Centers	Inv# 207331 New Tires (4) - Vehicle# 500	732.04
Total 3034609 · Maintenance Vehicles & Equip					2,039.26
Total 303EQM · Equipment					2,039.26
Total 3034 · Road Maintenance - Expenditures					7,094.49
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054012 · Office Supplies					
Check	06/11/2019	131875	Staples	Inv# 3413184009 Disabled Transportation Tickets	43.17
Total 5054012 · Office Supplies					43.17
5054537 · Community Relations					
Check	06/11/2019	131825	Hanover Township Senior Services	Sponsorship - Senior Services Committee Event	250.00
Total 5054537 · Community Relations					250.00
5054540 · Special Events					
Check	06/11/2019	131817	A1 Trophies & Awards	Inv# 13959 Walnut Plaque - M. Nelson	63.00
Total 5054540 · Special Events					63.00
5054592 · Dental, Vision & Life Insurance					
Check	06/14/2019	131942	Vision Service Plan	Vision Insurance Monthly Premium - June	8.48
Total 5054592 · Dental, Vision & Life Insurance					8.48
Total 5054ADM · Administration					364.65
5054COM · Community Resource Center					
5054210 · Utilities					

Hanover Township Board Audit Report

May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Check	06/11/2019	131824	Groot, Inc (114943)	Inv# 3449750 Monthly Charges - June 2019	101.46
Check	06/11/2019	131827	Nicor (MHB 84)	Acct# 84-67-77-1000 0 Monthly Charges 04/12/19-5/14/19	62.84
Total 5054210 · Utilities					164.30
5054250 · Building Maintenance					
Check	06/12/2019	131888	The Home Depot F&M	Light Bulbs	21.00
Check	06/12/2019	131888	The Home Depot F&M	Flower Pots	105.06
Total 5054250 · Building Maintenance					126.06
5054286 · Agency Support Services					
Check	06/11/2019	131819	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Cable/Internet 6/2/19-7/1/19	180.20
Check	06/11/2019	131826	Launch Digital Marketing	Inv# 37355 Monthly Reporting Website Hosting May 2019	50.00
Check	06/11/2019	131826	Launch Digital Marketing	Inv# 38095 Monthly Reporting Website Hosting June 2019	50.00
Total 5054286 · Agency Support Services					280.20
Total 5054COM · Community Resource Center					570.56
5054SVC · Service Contracts					
5054123 · Easter Seals					
Check	06/11/2019	131821	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Services April 2019	6,777.00
Check	06/11/2019	131821	Easter Seals DuPage & Fox Valley Region	Medical Rehabilitative Services April 2019	7,351.50
Total 5054123 · Easter Seals					14,128.50
5054146 · Bridge YFS Crisis Intervention					
Check	06/11/2019	131818	The Bridge Youth & Family Services	Crisis Intervention May 2019	1,443.75
Total 5054146 · Bridge YFS Crisis Intervention					1,443.75
5054179 · Challenge Grant Fund					
Check	06/11/2019	131822	Easter Seals DuPage & Fox Valley Region	Case Management Services	15,000.00
Check	06/11/2019	131823	Global Executive Council Services	Mental Health Clinician	10,000.00
Total 5054179 · Challenge Grant Fund					25,000.00
5054192 · Leyden FS - Detox/Rehab					
Check	06/11/2019	131828	Leyden Family Services	Intensive Outpatient/Rehab/Detox April 2019	4,015.00
Check	06/11/2019	131829	Leyden Family Services	Intensive Outpatient/Rehab/Detox April 2019	13,770.00
Total 5054192 · Leyden FS - Detox/Rehab					17,785.00
5054204 · Easter Seals Family Support					
Check	06/11/2019	131821	Easter Seals DuPage & Fox Valley Region	Family Support Services	1,040.80
Total 5054204 · Easter Seals Family Support					1,040.80
5054208 · Easter Seals Nutrition					
Check	06/11/2019	131820	Easter Seals DuPage & Fox Valley Region	Nutrition Services April 2019	896.00

**Hanover Township
Board Audit Report**
May 28 through June 17, 2019

Type	Date	Num	Name	Memo	Amount
Total 5054208 · Easter Seals Nutrition					896.00
Total 5054SVC · Service Contracts					60,294.05
Total 5054 · Mental Health - Expenditures					61,229.26
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	06/04/2019	131697	Pace	Inv# 547095 Bus Lease May	100.00
Check	06/04/2019	131697	Pace	Inv# 547105 Bus Lease May	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
TOTAL					151,645.30

- 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, Martinez and Moinuddin, and Supervisor McGuire. After taking the oath of office, Trustee Beattie took a seat at the dais.

Others present included Administrator Barr, Welfare Services Director Mary Jo Imperato, Senior Services Director Tracey Colagrossi, Facilities and Maintenance Director Caleb Hanson, Community Health Director Kristen Smith, Mental Health Board Manager Amanda Teachout, Youth and Family Services Director John Parquette, Assistant Administrator Kristin Vana, Attorney Mark Kimzey, and Bartlett resident Ms Alisa Beattie and her friends and family.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Appointment of Hanover Township Trustee: Trustee Martinez moved that pursuant to Section 60-50 of the Illinois Township Code, the Board appoint Alisa Beattie to the office of Township Trustee to fill the vacancy left after the resignation of Trustee Benoit, with warrant to issue; motion seconded by Trustee Essick. Mr. McGuire reported that four candidates applied, one withdrew, and that Ms Beattie was chosen. Roll call: Ayes: Trustees Essick, Moinuddin, and Martinez, and Supervisor McGuire. Nays: None. Motion carried. Clerk Dolan Baumer administered the Oath of Office to Ms Beattie, and the Supervisor and Trustees completed the Warrant of Appointment.
- IV. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. Hearing none, Mr. McGuire closed the Town Hall.
- V. Presentations: Supervisor McGuire invited the Board forward to recognize Ms Gretchen Vapnar on her retirement after over forty years with the Community Crisis Center.
- V. Reports
 - A. Supervisor McGuire read a letter from the Bartlett Police Department thanking Hanover Township Emergency Services for support on May 9, and again on May 15. The Supervisor congratulated Director Burke and the volunteer cadre. He read a note of thanks from a GA client who got a job as a result of the last job fair. Administrator Barr noted that the Bartlett Rotary Club members, after providing food distribution in the community, commented upon the difference observed in the positive way Hanover Township delivers services to its clients versus what is done at other locations. Mr. McGuire also remarked on the symposium Director Colagrossi and Senior Services are embarking upon. "GenNext 2030 will be a symposium on aging in Hanover Township in 2030. This will encompass an assessment of current programs and services to ensure that we have systems in place to address the growing and future population of older adults," reported Director Colagrossi. Administrator Barr was invited to give a presentation that he prepared for the all-staff meeting held earlier in the day including 2019 key service metrics of Hanover Township.

Community Health Clinic Clients	1,352
Facilities & Road Maintenance set-ups/tear downs	2,173
Assessor's Office visits	4,829
Food Pantry Households served	8,686

Emergency Services Volunteer hours	11,931
Youth & Family Services Open Gym participant visits	14,031
Senior Services total Meals served (home delivered/cong.)	40,691
Passport Revenue total	\$158,00
Facebook reach	537,420

Hanover Township in leadership roles:

President-Elect - National Institute of Senior Centers	Director Colagrossi
President - Assn. of IL Senior Centers	Director Colagrossi
President - Assn. of IL Township GA Caseworkers	Director Imperato
President - IL Assn. Township Administrators	Administrator Barr
President - Township Communicators of IL	Director Kuttensburg
President - Assn. of IL Township Committees on Youth	Clinical Manager Houdek
Immediate Past President; Sec./Treasurer - T.O.I. Clerks Div.	Clerk Dolan Baumer
Immediate Past President - Township Officials of CC Clerks	Clerk Dolan Baumer
Vice President-Elect; Secretary - Township Officials of CC	Clerk Dolan Baumer
Secretary - Assn. of IL Senior Centers	Program Specialist Sarah Adelphi
Secretary - Metropolitan Township Association	Administrator Barr
Treasurer - Township Officials of CC Assessors Div.	Assessor Smogolski
Director - Township Officials of IL	Clerk Dolan Baumer
Strategic Planning Chair - Township Officials of Cook County	Supervisor McGuire
Legislative Chair - Metropolitan Township Association	Supervisor McGuire

- B. Clerk Dolan Baumer offered no report.
 - C. Assessor Smogolski was not present.
 - D. Trustee Liaison Committee Reports: No reports were offered.
- VI. Bill Paying: Mr. Barr presented the bills for payment from May 21, 2019 through May 27, 2019 as follows:

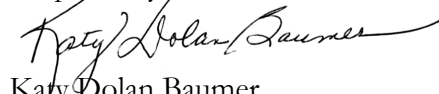
a. Town Fund	\$98,764.98
b. Senior Center	32,472.67
c. Welfare Services	2,360.00
d. Road Maintenance	3,354.36
e. Mental Health Board	<u>9,277.66</u>
Total:	<u>\$146,229.67</u>

Trustee Martinez moved and Trustee Moinuddin seconded the motion to approve payment the bills for payment from May 21, 2019 through May 27, 2019 as presented. Roll call: Ayes: Trustees Moinuddin, Essick, Beattie, Martinez, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid

- VII. Unfinished Business: No unfinished business was discussed.
- VIII. New Business
 - A. Meeting Minutes of May 21, 2019: Clerk Dolan Baumer presented the meeting minutes of May 21, 2019 for review and approval. A motion was made by Trustee Essick to approve the meeting minutes of May 21, 2019 as presented, with a second by Trustee Martinez. Roll call: Ayes: Trustees Martinez, Beattie, Essick and

- Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of May 21, 2019: Clerk Dolan Baumer presented the executive session minutes of May 21, 2019 for review and approval. A motion was made by Trustee Moinuddin to approve the executive session minutes of May 21, 2019 as presented, with a second by Trustee Essick. Roll call: Ayes: Trustees Martinez, Essick and Moinuddin, and Supervisor McGuire. Abstain: Trustee Beattie. Nays: None. Motion carried.
- C. Appointment to the Hanover Township Mental Health Board: Supervisor McGuire asked that the Board concur with his appointment of Ms Mary Jane Garvey to the Hanover Township Mental Health Board for a three year term. Trustee Martinez moved to approve the appointment of Ms Mary Jane Garvey as member for three years of the Hanover Township Mental Health Board. Trustee Beattie seconded the motion. Ayes: Trustees Martinez, Essick, Beattie, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- D. Resolution Approving a Mutual Aid Agreement between the Village of East Dundee and Hanover Township: Trustee Essick moved to approve resolution #053019 a mutual aid agreement between the Village of East Dundee and Hanover Township; motion seconded by Trustee Martinez. Ayes: Trustees Martinez, Essick, Beattie, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- IX. Executive Session: No motion was made to go into Executive Session.
- 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 7:34 p.m. was made by Trustee Beattie and seconded by Trustee Martinez followed by a roll call vote. Ayes: Trustees Moinuddin, Essick, Beattie, and Martinez, 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

Date: June 18, 2019

To: Hanover Township Board

Cc: James Barr, Township Administrator

From: Tracey Colagrossi, Director of Senior Services

Re: Carpet Replacement for the Main Floor Surfaces of the Senior Center

The carpeting on the main floor of the Senior Center was installed before the building opened to the public in 2005. The Senior Center has thousands of visitors and hundreds of events that have worn the 10,004 square feet of carpeting which includes Veterans' Hall, Game Rooms, Computer Lab, Library, Lobby, and office areas. There are various areas that are stained, worn down and frayed especially near entrances.

The Director of Senior Services worked with a design firm that specializes in floor surfaces in high traffic areas for commercial installation. Twenty-four-inch square carpet tiles made by Shaw, Inc. in two different, but complementary patterns will be used for the space. The product is a multi-level patterned loop, soil protected, lifetime limited commercial warrantee. The installation of the spaces will require areas of the Senior Center to be shut down for brief periods for a couple of weeks.

Pricing for the product was quoted through our National Joint Purchasing Collaborative, Sourcewell. Other joint purchasing collaboratives did not offer to price on carpet or installation. Additionally, a quote was received by a non-member vendor to compare cost against the purchasing collaborative. All vendors quoted at the prevailing wage for installation.

Funds have been allocated in the FY20 Budget for the carpet replacement in Capital Improvements Fund. The cost to purchase the product, removal, and installation of carpet including labor at prevailing wage from the joint purchasing price was \$75,135 while another vendor quoted \$51,629. Staff recommends the purchase and installation of replacement carpeting to go through the bidding process as the initial quotes are dramatically different.

Thank you for your consideration.