



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
December 3, 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 – SP4 Neal DeBolt
 - B. Tempo V – John DeBello
 - C. Dr. Anuja Gupta
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
 - A. Consideration of Proposal for Snow Removal Program for Homebound Older Adults
- VIII. New Business
 - A. Special Meeting Minutes of November 25, 2019
 - B. Resolution Amending the Hanover Township Personnel Policy
 - C. Resolution to Approve a Change Order to the Izaak Walton Center Improvements Projects
 - D. Appointment of Township Enforcement Officers
 - E. Approval of Employee Health Insurance and Ancillary Benefits
 - F. Consideration of Breakfast with the Board Meetings
- 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: NEAL DEBOLT

ADDRESS: 1858 GOLFVIEW DR.

CITY/ZIP CODE: BARTLETT 60103

PHONE #: 630-837-8066

EMAIL ADDRESS: _____

DATE OF BIRTH: 1/29/35

BRANCH OF SERVICE: ARMY RANK AT DISCHARGE: SP4 E4

YEARS OF SERVICE: FROM 1957 TO 1963

MEDALS AWARDED OR OTHER CITATIONS:

INJURIES: _____

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

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

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

Thank you,

Brian P. McGuire

Supervisor

Hanover Township

Board Audit Report

From 11/26/19 - 12/2/19

	<u>Total</u>
Total Town Fund	102,416.49
Total Aging Services Fund	23,860.85
Total Human Services Fund	9,568.04
Total Road Maintenance Fund	19,171.42
Total Mental Health Board Fund	504.13
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	
Total Capital Fund	7,140.65
 Total All Funds	 <u><u>162,661.58</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	11/26/2019	134344	A1 Trophies & Awards	Inv# 14816 Entrance Board Signs (7)	157.95
Total 1014410 · Equipment Purchases					157.95
1014430 · Computer Equipment & Software					
Check	11/27/2019	134370	ProxiT Technology Solutions	Inv# 20705 Backup Storage	1,185.94
Check	11/27/2019	134370	ProxiT Technology Solutions	Inv# 20706 Server	18,961.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Human Resources Information Software monthly fee	329.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Monthly e-communication service (September)	67.73
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Monthly e-communication service (October)	76.76
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Battery backup and surge protector	121.05
Total 1014430 · Computer Equipment & Software					20,741.48
Total 101CAP · Capital Expenditures					20,899.43
101CHN · Community Health					
1014452 · Office Supplies					
Check	11/26/2019	134345	Accurate Office Supply Co	Inv# 487421 Client Folders	97.50
Total 1014452 · Office Supplies					97.50
1014454 · Travel & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (K Smith)	282.00
Total 1014454 · Travel & Training					282.00
1014456 · Community Affairs					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Truck Festival Supplies	4.32
Total 1014456 · Community Affairs					4.32
1014465 · Medical Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	CPR supplies	108.04
Total 1014465 · Medical Supplies					108.04
1014466 · Communications					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Facebook ad for "Just for the Health of It" event	100.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Indeed job posting for Community Health Assistant (September)	80.00
Total 1014466 · Communications					180.00
1014492 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	10.60
Total 1014492 · Dental, Vision & Life Insurance					10.60

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Total 101CHN · Community Health					682.46
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014611 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Kuttenberg)	188.00
Total 1014611 · Education & Training					188.00
1014615 · Postage					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Postage stamps	56.15
Total 1014615 · Postage					56.15
1014617 · Equipment & Furniture					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Camera charger	27.99
Total 1014617 · Equipment & Furniture					27.99
1014619 · Office Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Tablet Cover	9.99
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Printer ink and office supplies	89.83
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Office supplies	39.76
Total 1014619 · Office Supplies					139.58
1014620 · Satellite Office Programs					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Supplies for Vets Motorcycle Ride (reimbursed by HT Foundation)	141.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Soldier Field Veterans field trip (10) (Reimbursed by HT Foundation)	160.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch at Soldier Field Veterans field trip (2)	19.79
Total 1014620 · Satellite Office Programs					321.29
1014692 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	5.30
Total 1014692 · Dental, Vision & Life Insurance					5.30
Total 101CMA · Community Relations					738.31
101VET · Veteran Affairs					
1014705 · Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Veterans Assistance Commissions Conference -3 nights (Wollak)	338.22
Total 1014705 · Training					338.22
1014792 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	8.48
Total 1014792 · Dental, Vision & Life Insurance					8.48

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Total 101VET · Veteran Affairs					346.70
Total 101CVA · Community & Veteran Affairs					1,085.01
101ES · ES - Expenditures					
1014802 · Equipment					
Check	11/26/2019	134355	Mike Liacone	Blades/Ties/Fasteners	20.35
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Search & Rescue Equipment	224.81
Total 1014802 · Equipment					245.16
1014803 · Uniforms					
Check	11/26/2019	134358	Ray O'herron Co., Inc.	Inv# 1963628 Uniform	15.00
Total 1014803 · Uniforms					15.00
1014806 · Office Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Cleaning supplies and water for Station	34.84
Check	11/28/2019	CC Oct 19	JP Morgan Chase	USB flash drives (4)	37.87
Total 1014806 · Office Supplies					72.71
1014807 · Miscellaneous					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Bereavement flowers	101.60
Total 1014807 · Miscellaneous					101.60
1014808 · Education & Training					
Check	11/26/2019	134364	Michael Crews	EMS Instructor Course Text/Lunch	84.69
Total 1014808 · Education & Training					84.69
1014812 · Volunteer Appreciation					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Officers meeting (8)	93.70
Total 1014812 · Volunteer Appreciation					93.70
1014813 · Vehicle Fuel & Maintenance					
Check	11/26/2019	134343	Curtis Marschinke	UTV Tires (4)	568.00
Check	11/26/2019	134360	Village of Hanover Park (Fuel)	Inv# 2019-1164 Oct 2019 Fuel	586.49
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Bearings for 9140a	132.00
Total 1014813 · Vehicle Fuel & Maintenance					1,286.49
1014814 · Communications					
Check	11/26/2019	134350	Comcast (ES 773)	Acct# 877110083 0226773 Monthly Internet Charges 11/18/19-12/17/19	154.01
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Facebook ad for Emergency Services recruitment	195.26
Total 1014814 · Communications					349.27
1014815 · Emergency Ops Center					

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Check	11/26/2019	134356	Motorola Solutions, Inc.	Inv# 458701022019 Monthly Radio Service	586.00
Total 1014815 · Emergency Ops Center					586.00
1014892 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	
Total 1014892 · Dental, Vision & Life Insurance					0.00
Total 101ES · ES - Expenditures					2,834.62
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	11/27/2019	134367	Illinois Counties Risk Management Trust	RS 1000462-1920-01 Workers Comp/Property/Liability	65,516.00
Total 1014503 · General Insurance					65,516.00
1014507 · Flex Plan & 457 Plan					
Check	11/27/2019	134368	CUNA Mutual Retirement Solutions	Bill# 529419319185650 Plan Administration	462.50
Total 1014507 · Flex Plan & 457 Plan					462.50
1014513 · Employee Wellness					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch and Learn refreshments	14.29
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch and Learn refreshments (22)	95.95
Total 1014513 · Employee Wellness					110.24
Total 101ISE · Insurance & Employee Benefits					66,088.74
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies					
Check	11/26/2019	134349	Bade Supply	Inv# 31364 Can Liners/Toilet Seat Covers/Towels	748.66
Total 1014205 · Janitorial Supplies					748.66
1014211 · Building Maintenance - Senior					
Check	11/26/2019	134348	American Backflow Prevention, Inc.	Inv# 17262 Annual Backflow Testing & Inspection	323.80
Check	11/26/2019	134361	Amperage Electrical Supply Inc	Inv# 0983681 Vet's Hall Light Bulbs	211.90
Total 1014211 · Building Maintenance - Senior					535.70
1014214 · Equipment Maintenance - Senior					
Check	11/26/2019	134346	Alexander Plumbing B	Inv# 728 Emergency Boiler System Repairs	608.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	HDMI cable for projector	34.99
Check	11/28/2019	CC Oct 19	JP Morgan Chase	HDMI switch for projector	15.99
Total 1014214 · Equipment Maintenance - Senior					658.98
1014215 · Equipment Maintenance - Astor					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Ultraviolet light bulbs	35.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Motor for bathroom exhaust fan	76.70

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Type	Date	Num	Name	Memo	Amount
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Garage door remote control	39.28
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Blower assembly for bathroom exhaust fan	138.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Motor for bathroom exhaust fan (returned)	-76.70
Total 1014215 · Equipment Maintenance - Astor					212.28
1014217 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (4)	1,182.00
Total 1014217 · Education & Training					1,182.00
1014219 · Vehicle Fuel - Town					
Check	11/26/2019	134360	Village of Hanover Park (Fuel)	Inv# 2019-1164 Oct 2019 Fuel	491.79
Total 1014219 · Vehicle Fuel - Town					491.79
1014225 · Grounds/Reserve Maintenance					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Dog station bag dispenser	74.68
Total 1014225 · Grounds/Reserve Maintenance					74.68
1014227 · Miscellaneous					
Check	11/26/2019	134363	Village of Hanover Park	Inv# 2019-00001678 Fee for Astor Alarms	100.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Ice for community outreach gathering	8.96
Total 1014227 · Miscellaneous					108.96
1014292 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	29.68
Total 1014292 · Dental, Vision & Life Insurance					29.68
Total 101MAIN · Facilities Maintenance					4,042.73
101PAN · Pantry					
1014192 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	13.95
Total 1014192 · Dental, Vision & Life Insurance					13.95
Total 101PAN · Pantry					13.95
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Backup Phoneline Monthly Fee	139.05
Total 1014402 · Telephone - Town					139.05
1014405 · Internet Access - Town					
Check	11/27/2019	134371	Comcast (607)	Acct# 8771100830128607 Monthly Internet Charges 11/23-12/22	249.85

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Type	Date	Num	Name	Memo	Amount
Total 1014405 · Internet Access - Town					249.85
Total 101THE · Town Hall Expense					388.90
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Toner cartridge and office supplies	63.62
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Office supplies	9.19
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Coffee carafe and coffee dispensers (2)	86.60
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Portable heater and office supplies	32.24
Total 1014404 · Office Supplies					191.65
1014412 · Travel Expenses					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lodging for Emergency Services Director (Crews)	157.07
Total 1014412 · Travel Expenses					157.07
1014414 · Memberships, Subs & Publication					
Check	11/27/2019	134369	Daily Herald	Acct 681793 Newspaper Service 11/24-1/18	77.00
Total 1014414 · Memberships, Subs & Publication					77.00
1014424 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	NIU Center for Governmental Studies registration refund (Barr)	-124.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Imperato)	336.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Barr)	336.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Barr)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Kuttenberg)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Moinuddin)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Martinez)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Dolan Baumer)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Essick)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Peshek)	188.00
Total 1014424 · Education & Training					2,227.00
1014429 · Miscellaneous					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Bereavement floral arrangement	145.51
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Emergency Services Director finalist interview (4)	110.32
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Pantry renovation - temporary on-site storage unit	69.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lenoci Reserve Community Forum refreshments	41.02
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lenoci Reserve Community Forum supplies	9.55
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Fall Food Truck Festival activity rental	159.65
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Board Meeting supplies	31.43
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lenoci Reserve Community Forum refreshments (40)	66.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Bereavement arrangement	100.42
Total 1014429 · Miscellaneous					732.90
1014531 · Community Affairs					

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Banner for International Expo	87.11
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food for staff and volunteers at the Food Truck Festival (50)	240.71
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Facebook ad for "International Expo" event	100.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Facebook ad for "Fall Food Truck Festival" event	104.74
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Facebook ad for "Fall Food Truck Festival" event	20.26
Total 1014531 · Community Affairs					552.82
1014592 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	41.51
Total 1014592 · Dental, Vision & Life Insurance					41.51
Total 101TOE · Town Office Expense					3,979.95
104ASR · Assessor's Division					
1044492 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	19.08
Total 1044492 · Dental, Vision & Life Insurance					19.08
Total 104ASR · Assessor's Division					19.08
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	11/27/2019	134365	Surestaff Inc	Inv# 30133253 Part Time Temp Help	514.50
Total 1094608 · Salaries					514.50
1094611 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Townships of Illinois Conference registration (Houdek)	168.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Supplies for retreat	57.09
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Houdek)	282.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch for retreat (12)	189.45
Total 1094611 · Education & Training					697.04
1094620 · Community Affairs					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Truck Festival activity rental	265.16
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Truck Festival activity rental (refund)	-319.30
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Supplies for New Leaders in Education reception	18.93
Total 1094620 · Community Affairs					-35.21
1094621 · Recruitment and Pre Employment					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Job posting for Bilingual Therapist - Niponet	75.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Job posting for Bilingual Therapist - Indeed	48.52
Total 1094621 · Recruitment and Pre Employment					123.52
1094626 · Equipment & Furniture					

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Check	11/26/2019	134342	Houdek, Tina M	Quarterly Phone Reimbursement 3rd Qtr 2019	120.00
Total 1094626 · Equipment & Furniture					120.00
1094628 · Tutoring					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Dry erase board for Tutoring	318.99
Total 1094628 · Tutoring					318.99
1094629 · Dues & Subscriptions					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Amazon Prime annual membership	119.00
Total 1094629 · Dues & Subscriptions					119.00
1094692 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	45.75
Total 1094692 · Dental, Vision & Life Insurance					45.75
Total 109ADM · Administration & Clinical					1,903.59
109OUT · Outreach & Prevention					
1094643 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Adult Leaders Conference (Dickinson)	60.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Dickinson)	282.00
Total 1094643 · Education & Training					342.00
1094647 · Office Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Camera, film, batteries	116.95
Total 1094647 · Office Supplies					116.95
1094792 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	19.08
Total 1094792 · Dental, Vision & Life Insurance					19.08
Total 109OUT · Outreach & Prevention					478.03
Total 109YFS · Youth & Family Services					2,381.62
Total 1014 · Town Fund - Expenditures					102,416.49
1104 · Aging Services - Expenditures					
1104ADM · Administration					
1104523 · Recruitment					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Indeed recruitment for Bus Driver (September)	502.69
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Indeed recruitment for Bus Driver (September)	277.32
Total 1104523 · Recruitment					780.01

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
1104527 · Equipment					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Canopy tents for outdoor use (3)	479.85
Total 1104527 · Equipment					479.85
1104528 · Office Supplies					
Check	11/26/2019	134345	Accurate Office Supply Co	Inv# 497729 Pens/Paper/Correction Ink	38.67
Check	11/28/2019	CC Oct 19	JP Morgan Chase	HDMI cables for programming	20.25
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Coffee maker	17.09
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Office supplies and door sign	11.95
Total 1104528 · Office Supplies					87.96
1104534 · Dues, Subs, & Publications					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Amazon Prime monthly membership	12.99
Total 1104534 · Dues, Subs, & Publications					12.99
1104535 · Travel					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch at Illinois Department of Aging conference (4)	82.65
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Parking at Illinois Department of Aging	7.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Parking at Illinois Department of Aging	6.00
Total 1104535 · Travel					95.65
1104536 · Education & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Colagrossi)	336.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Zbrzezny)	94.00
Total 1104536 · Education & Training					430.00
1104538 · Community Affairs					
Check	11/26/2019	134344	A1 Trophies & Awards	Inv# 14796 Memoriam Plaque	85.75
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Mailing list for Gen Next Project	317.70
Total 1104538 · Community Affairs					403.45
1104539 · Miscellaneous					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Employee recognition cards	40.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Employee retirement Recognition	25.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Retirement breakfast for employee (8)	86.57
Total 1104539 · Miscellaneous					151.57
1104592 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	19.25
Total 1104592 · Dental, Vision & Life Insurance					19.25
Total 1104ADM · Administration					2,460.73
1104NUT · Nutrition					

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
1105551 · Congregate Food					
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3380894 Congregate Food	56.01
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382367 Congregate Food	27.55
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382734 Congregate Food	137.27
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665580 Congregate Food	774.48
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665582 Congregate Food	91.40
Check	11/26/2019	134353	Gordon Food Service	Credit# 1662313	-935.05
Check	11/26/2019	134354	Highland Baking Company	Inv# 2176197 Congregate Food	84.80
Check	11/26/2019	134354	Highland Baking Company	Inv# 2179188 Congregate Food	39.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Cafe Food	725.56
Total 1105551 · Congregate Food					1,001.92
1105552 · Congregate Equipment					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Wall mount volume control for Kitchen	31.76
Total 1105552 · Congregate Equipment					31.76
1105553 · Congregate Supplies					
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382367 Congregate Supplies	37.95
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665580 Congregate Supplies	95.66
Total 1105553 · Congregate Supplies					133.61
1105558 · Home Delivered Meals Food					
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3380894 HDM Food	56.01
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382367 HDM Food	27.55
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382734 HDM Food	137.72
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665580 HDM Food	774.47
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665582 Congregate Food	91.39
Check	11/26/2019	134353	Gordon Food Service	Credit# 1662313	-935.05
Check	11/26/2019	134354	Highland Baking Company	Inv# 2176197 HDM Food	42.40
Check	11/26/2019	134354	Highland Baking Company	Inv# 2179188 HDM Food	39.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	HDM Food	725.55
Total 1105558 · Home Delivered Meals Food					959.94
1105560 · Home Delivered Meals Supplies					
Check	11/26/2019	134352	Get Fresh Produce, Inc	Inv# 3382367 HDM Supplies	37.95
Check	11/26/2019	134353	Gordon Food Service	Inv# 198665580 HDM Supplies	95.66
Total 1105560 · Home Delivered Meals Supplies					133.61
1105792 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	5.30
Total 1105792 · Dental, Vision & Life Insurance					5.30
Total 1104NUT · Nutrition					2,266.14
1104PRO · Programs					

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
1104510 · Satellite Programming					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Pizza for Pizza & Movie (15)	88.35
Total 1104510 · Satellite Programming					88.35
1104515 · Programming					
Check	11/26/2019	134345	Accurate Office Supply Co	Inv# 497729 Coffee/Coffee Supplies	278.81
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Senior Committee banner	77.55
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Senior Center party décor	19.98
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Serving trays, tablecloths, and supplies for Oktoberfest event	230.78
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Banners for Oktoberfest event	134.48
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Banner for Oktoberfest event	47.58
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Banner for Oktoberfest event	47.58
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Centerpieces for Aging Symposium	26.52
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Linens for Aging Symposium	310.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Zip drives and supplies for educational session	92.33
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Ice for cooler for Door County trip	11.42
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Adobe monthly membership fee	15.93
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch and Learn (25)	389.21
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Breakfast for Aging Symposium (45)	374.61
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch for Aging Symposium (45)	246.10
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch at Harrys Diner for trip escorts (2)	32.32
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Deposit for lodging at Stone Harbor in Door County	1,272.14
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Balance due for lodging at Stone Harbor in Door County	917.20
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Netflix monthly subscription fee	15.99
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Supplies for Oktoberfest and snacks for Door County trip	187.29
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Decorations for Halloween Party	26.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Oktoberfest supplies	6.18
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Payment for group tour tp Elgin History Museum (27)	230.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Halloween Party decorations	150.17
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Adobe monthly subscription fee	15.93
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Final payment for Door County trip Trolley Tour (36)	262.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Tickets for out trip to Elgin Symphony Orchestra (30)	435.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Tickets for Peninsula Players theatre show in Door County (36)	558.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Ticket for Peninsula Players theatre show in Door County (1)	41.40
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Final payment for coach bus for trip to Museum of Mexican Art	453.40
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Final payment for coach bus for trip to Apple Holler	593.21
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lunch for out trip to Taqueria Los Camales (22)	238.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Pizza for Pizza & Movie (30)	217.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Transportation to Elgin Cemetery tour	467.67
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Transportation to Schaumburg Prairie Center of Arts	375.77
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Trip escort lunch for out trip to Elgin Cemetery tour	19.81
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Dinner for out trip to Maggianos (30)	1,006.20
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Door County trip dinner (33)	858.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Door County trip dinner (33)	751.75
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Door County Maritime Museum entry (33)	264.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Door County boat tour (35)	182.21
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Door County trip lunch (33)	516.15

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Pizza for Pizza & Movie (10)	84.71
Total 1104515 · Programming					12,483.08
1104520 · Volunteer Services					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Employee recognition Recognition	30.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Cookies for café meeting	5.99
Total 1104520 · Volunteer Services					35.99
1104532 · Visual Arts					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Crafting supplies	27.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Crafting supplies	100.81
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Clip art images for art class and newsletter	29.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Visual Art supplies (paints, inks, sponges)	150.73
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Visual Art supplies	58.52
Total 1104532 · Visual Arts					366.56
1104892 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	24.38
Total 1104892 · Dental, Vision & Life Insurance					24.38
Total 1104PRO · Programs					12,998.36
1104SOC · Social Services					
1104516 · Social Services					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Memory Café Supplies	3.30
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Memory Café Supplies	33.97
Total 1104516 · Social Services					37.27
1104519 · Senior Assistance					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Client Utility Assistance	106.42
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Client Utility Assistance	200.67
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Client Utility Assistance	107.78
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Client Utility Assistance (to be reimbursed by Foundation)	501.75
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Client Utility Assistance	125.76
Total 1104519 · Senior Assistance					1,042.38
1104562 · Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Gomez)	94.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Parking at Illinois Department of Aging conference	7.00
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lodging for Illinois Department of Aging conference (Domingo)	257.60
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Lodging for Illinois Department of Aging conference (Gomez)	257.60
Total 1104562 · Training					616.20
1104992 · Dental, Vision & Life Insurance					

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	10.60
Total 1104992 · Dental, Vision & Life Insurance					10.60
Total 1104SOC · Social Services					1,706.45
1104TRN · Transportation					
1104513 · Alternate Transportation					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Alternate Transportation (8)	880.00
Total 1104513 · Alternate Transportation					880.00
1104518 · Vehicle Maintenance					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Phone case for Dispatch	19.99
Check	11/28/2019	CC Oct 19	JP Morgan Chase	I-Pass Transponder replenishment for buses	40.00
Total 1104518 · Vehicle Maintenance					59.99
1104551 · Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Steininger)	94.00
Total 1104551 · Training					94.00
1104552 · Fuel					
Check	11/26/2019	134360	Village of Hanover Park (Fuel)	Inv# 2019-1164 Oct 2019 Fuel	3,340.78
Total 1104552 · Fuel					3,340.78
1104692 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	54.40
Total 1104692 · Dental, Vision & Life Insurance					54.40
Total 1104TRN · Transportation					4,429.17
Total 1104 · Aging Services - Expenditures					23,860.85
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Pantry bins (reimbursed by Foundation)	29.90
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Pantry bins (reimbursed by Foundation)	5.98
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Pantry bins (reimbursed by Foundation)	70.90
Total 2024202 · Office Supplies					106.78
2024205 · Travel & Training					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Township Officials of Illinois conference registration (Imperato)	248.50
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Community Economic Development Association training lunch (4)	32.92
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Community Economic Development Association training lunch (4)	49.58

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
Total 2024205 · Travel & Training					331.00
2024213 · Community Affairs					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Truck Festival supplies	52.45
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Truck Festival Activity rental	225.00
Total 2024213 · Community Affairs					277.45
2024509 · Volunteer Appreciation					
Check	11/26/2019	134344	A1 Trophies & Awards	Inv# 14789 Name Badges	15.98
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Auxillary Staff appreciation cards (reimbursed by Foundation)	500.00
Total 2024509 · Volunteer Appreciation					515.98
2024510 · Miscellaneous					
Check	11/26/2019	134344	A1 Trophies & Awards	Inv# 14751 TOI Plaques (Reimbursed by GA Association) (2)	174.00
Total 2024510 · Miscellaneous					174.00
2024592 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	27.73
Total 2024592 · Dental, Vision & Life Insurance					27.73
Total 2024ADM · Administration					1,432.94
2024HOM · Home Relief					
2024102 · Rent					
Check	12/01/2019	5365	Michelle Breen	December 2019 Rent	460.00
Check	12/01/2019	5369	Cook County Treasurer	Property Tax Assistance	421.51
Check	12/01/2019	5370	Country Mutual Insurance Company	Home Insurance Assistance	37.31
Check	12/01/2019	5371	Angie Hoeltzer	December 2019 Rent	450.00
Check	12/01/2019	5372	Hanover Homes LLC	December 2019 Rent	700.00
Check	12/01/2019	5374	Northwest Compass	December 2019 Rent	213.00
Check	12/01/2019	5375	Southwicke on Sutton Condo Assn.	December 2019 Rent	163.38
Check	12/01/2019	5376	Spring Lakes Estates	December 2019 Rent	615.00
Check	12/01/2019	5377	State Farm - Schaumburg	Home Insurance Assistance	54.83
Check	12/01/2019	5378	James Susman	December 2019 Rent	650.00
Check	12/01/2019	5380	Cynthia Wheelock	December 2019 Rent	500.00
Total 2024102 · Rent					4,265.03
2024103 · Utilities					
Check	12/01/2019	5366	Com Ed	Utilities Assistance	66.30
Check	12/01/2019	5367	Com Ed	Utilities Assistance	103.09
Check	12/01/2019	5368	Com Ed	Utilities Assistance	118.80
Check	12/01/2019	5373	NICOR	Utilities Assistance	63.72
Total 2024103 · Utilities					351.91
2024105 · Personal Essentials					

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	12/01/2019	5379	Walmart	Personal Essentials (7)	725.00
Total 2024105 · Personal Essentials					725.00
2024106 · Travel Expenses					
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Ventra Card for GA client transportation	140.00
Check	12/01/2019	5363	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Check	12/01/2019	5364	BP Gas Station	Fuel Assistance Cards (4)	200.00
Check	12/01/2019	5370	Country Mutual Insurance Company	Transportation Assistance	58.30
Check	12/01/2019	5377	State Farm - Schaumburg	Auto Insurance Assistance	54.86
Total 2024106 · Travel Expenses					503.16
2024119 · Emergency Assistance					
Check	12/01/2019	5381	Saquib Anwel	Emergency Assistance	1,500.00
Check	12/01/2019	5382	Spring Lakes Estates	Emergency Assistance	790.00
Total 2024119 · Emergency Assistance					2,290.00
Total 2024HOM · Home Relief					8,135.10
Total 2024 · Human Services - Expenditures					9,568.04
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034702 · Insurance					
Check	11/27/2019	134367	Illinois Counties Risk Management Trust	RS 1000462-1920-01 Workers Comp/Property/Liability	15,000.00
Total 3034702 · Insurance					15,000.00
3034711 · Utilities					
Check	11/26/2019	134357	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges 10/15/19 - 11/13/19	220.86
Total 3034711 · Utilities					220.86
3034792 · Dental, Vision & Life Insurance					
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	10.60
Total 3034792 · Dental, Vision & Life Insurance					10.60
Total 3034ADM · Administration					15,231.46
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	11/26/2019	134362	Industrial Systems Ltd.	Inv# 22158 Street Spray Equipment Repair	431.75
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Catch basin scoop for storm drain cleanout	42.00
Total 3034602 · Operating Supplies & Materials					473.75
3034603 · Gasoline					
Check	11/26/2019	134360	Village of Hanover Park (Fuel)	Inv# 2019-1164 Oct 2019 Fuel	756.09

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
			Total 3034603 · Gasoline		756.09
			3034606 · Engineering		
Check	11/27/2019	134366	2IM Group LLC	Inv# 3 Resurfacing Projects	2,100.12
			Total 3034606 · Engineering		2,100.12
			3034614 · Signs, Stripping & Tree Removal		
Check	11/26/2019	134359	Road Safe Traffic Systems	Inv# 106480 Bridlewood Parking Restriction Signs Poles	610.00
			Total 3034614 · Signs, Stripping & Tree Removal		610.00
			Total 3034ROD · Road Maintenance		3,939.96
			Total 3034 · Road Maintenance - Expenditures		19,171.42
			5054 · Mental Health - Expenditures		
			5054ADM · Administration		
			5054537 · Community Relations		
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Fall Food Truck Festival activity rental	159.65
			Total 5054537 · Community Relations		159.65
			5054538 · Miscellaneous		
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Illinois Township Management Academy registration (Teachout)	336.00
			Total 5054538 · Miscellaneous		336.00
			5054592 · Dental, Vision & Life Insurance		
Check	11/27/2019	134372	Vision Service Plan	Vision Insurance Monthly Premium	8.48
			Total 5054592 · Dental, Vision & Life Insurance		8.48
			Total 5054ADM · Administration		504.13
			Total 5054 · Mental Health - Expenditures		504.13
			8084 · Capital Projects - Expenditures		
			8084420 · Izaak Walton Ctr Improvements		
Check	11/26/2019	134351	Eco Tech Insulation Inc	Inv# 9733 IWC Foam Inulation	5,800.00
			Total 8084420 · Izaak Walton Ctr Improvements		5,800.00
			8084425 · Building & Perm Improvements		
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Basket and wire rack for Food Pantry	375.46
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Table Saw/Pine Boards Pantry Renovation	662.26
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Food Pantry shelving	321.86
Check	11/28/2019	CC Oct 19	JP Morgan Chase	Credit for tax paid on Food Pantry shelving	-18.93
			Total 8084425 · Building & Perm Improvements		1,340.65

Hanover Township Board Audit Report

November 26 through December 2, 2019

Type	Date	Num	Name	Memo	Amount
			Total 8084 · Capital Projects - Expenditures		7,140.65
TOTAL					162,661.58

RESOLUTION _____

**A RESOLUTION
TO APPROVE A CHANGE ORDER TO THE
IZAAK WALTON CENTER IMPROVEMENTS PROJECT**

WHEREAS, Hanover Township (the “Township”) entered into an agreement (the “Agreement”) with Schroeder Asphalt Services, Inc. (the “Contractor”), dated August 6, 2019, for certain improvements to the parking lot at the Hanover Township Izaak Walton Center and Reserve located at 899 Jay Street, Elgin, Illinois 60120 (the “Project”); and

WHEREAS, pursuant to the terms of the Agreement, the Contractor was to complete the Project on or before November 24, 2019 (the “Completion Date”), but, due to unseasonable weather conditions, the Contractor was unable to complete the Project on or before the Completion Date; and

WHEREAS, the Contractor has proposed, and the Township’s retained engineering firm, 2IM Group, LLC, has prepared, a written change order (the “Change Order”), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, to extend the Completion Date to May 31, 2019; and

WHEREAS, pursuant to 720 ILCS 5/33E-9 and Section 6 of the Agreement between the Township and the Contractor, the determinations set forth herein are required relative to the Change Order; and

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

SECTION ONE: INCORPORATION OF RECITALS. The recitals and Exhibit A are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: FINDINGS. The circumstances which necessitate the Change Order were not reasonably foreseeable at the time the Agreement was signed, the Change Order is germane to the Agreement as signed, and the Change Order is in the best interest of the Township and authorized by law.

SECTION THREE: APPROVAL. The Change Order is hereby approved, and the Township Supervisor and the Township Clerk are hereby authorized and directed to sign and attest, respectively, the Change Order.

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: December 3, 2019

APPROVED: December 3, 2019

Brian P. McGuire, Supervisor

ATTEST:

Katy Dolan Baumer, Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on December 3, 2019, and approved on December 3, 2019, as the same appears from the official records of the Hanover Township.

Katy Dolan Baumer, Clerk

EXHIBIT A

HANOVER TOWNSHIP

CHANGE ORDER NO. 4

TO CONTRACT REQUIREMENTS FOR the Izaak Walton Center Improvements

Date: November 26, 2019

NOTICE OF REVISION TO CONTRACT

CHANGES:

The contract time for the milling and resurfacing of the existing parking lot, as well as the restoration, is modified as follows:

1. The new completion date is May 31st, 2020

SUMMARY OF REVISIONS TO PAY ITEMS QUANTITIES:

NONE

SUMMARY OF REVISIONS TO CONTRACT DRAWINGS:

NONE

CHANGES TO THE CONTRACT SPECIFICATIONS:

The following revised specification pages are included with this Change Order: R-36

ACCEPTED. The above changes and revisions are satisfactory and hereby accepted. All work to be performed under the same terms and conditions as specified in the original contract.

Hanover Township

Date: _____

Schroeder Asphalt Services, Inc.

Date: _____

Prepared by:

Jorge Rueda, PE
Project Manager
2IM Group, LLC

4. **Time of Completion.**

The undersigned hereby agrees that, if awarded the contract, the Project Work shall commence immediately after receiving "Notice to Proceed," and shall diligently prosecute and complete the Project Work and all required Repair Work in strict compliance with the Bid Documents and subsequent Contract on or before May 31st, 2020. The undersigned understands and agrees that completion within the time limit is an essential part of the contract. Time is of the essence.

5. **Associated Documents.**

Bidder shall include the following documents with this Bid Form:

- Any and all Addenda, correctly followed and included in the submitted Bid;
- Bid Bond;
- Certification Letter for obtaining the Performance and Payment Bonds;
- Illinois Department of Transportation's Certificate of Eligibility (Pre-Qualification);
- Certificate of Liability Insurance, which shall meet or exceed the requirements of Article 107.27 of the Illinois Department of Transportation's Standard Specifications for Road and Bridge Construction and any modification thereof; and
- Additional required items, typewritten and on Bidder's letterhead:
 - Construction Schedule, separating tasks and durations of tasks;
 - Name(s) of Superintendent and/or Foreman;
 - Name(s) and Address(es) of Subcontractor(s);
 - Name(s) and Address(es) of Material Supplier(s); and
 - Federal Employer Identification Number (FEIN) of Contractor and all Subcontractor(s).

6. **Acknowledgement.**

The undersigned acknowledges that Bidder has received and reviewed the Bid Documents, including, but not limited to, the Bid and Project Schedule, Bid Notice, Plans, Specifications, Drawings, Instructions and General Conditions, Addenda, and Bid Form, that Bidder has thoroughly examining the Project Site and the pertinent adjacent areas, and that the Township's set of plans are accurate and complete.

7. **Contract Provisions.**

- A. The undersigned represents and warrants that he/she has the authority to bind the Bidder to the bid price stated above.
- B. The undersigned represents and warrants that this Bid is made without any previous understanding, agreement, or connection with any person, firm, or corporation making a Bid for the same Project; without prior knowledge of competitive prices; and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.
- C. The undersigned agrees that, if this Bid is accepted by Township, Bidder shall be contractually bound to perform the Project Work in compliance with the Bid Documents and subsequent Contract. The terms of the subsequent Contract, in regards and relations to any interpretation, supersedes any prior commitment or Contracts the successful Bidder has or will have with the Township with respect to the Project Work. Successful Bidder shall not assign the whole or any



Memorandum

Date: November 27, 2019
To: Hanover Township Board
From: James C. Barr, Township Administrator
Re: Recommendation of Appointment of Township Enforcement Officers

Periodically the Township updates its current appointment of Township Enforcement Officers. The Township Enforcement Officers have the same power and authority within the Township as a deputy sheriff per state statute but only for the purpose of enforcing Township ordinances. Township Enforcement Officers are also authorized to enforce county ordinances within areas of a County located within the Township pursuant to intergovernmental agreements between the respective County and Township to the extent authorized by agreement. Hanover Township and Cook County have had such an agreement in place since February of 2013.

Operationally, Hanover Township's Township Enforcement Officers enforce Township ordinances regulating the Township's seven open space reserves as well as Township and County ordinances in the unincorporated portions of the Township. Fortunately, the Township has experienced few issues within the reserves and most code enforcement matters in the unincorporated areas are coordinated between Township personnel and Cook County Building and Zoning staff.

Township Enforcement Officers are required per state statute to attend training by the Illinois Law Enforcement Training Standards Board on code enforcement, which is offered infrequently. The following individuals are recommended for appointment as Township Enforcement Officers.

Mike Crews, Department of Emergency Services
Caleb Hanson, Department of Facilities and Maintenance
Rick Nelson, Department of Facilities and Maintenance
Sean O'Neil, Department of Facilities and Maintenance

Please let me know if I can provide any additional information via email at jbarr@hanover-township.org or call directly (630) 837-0301 ext. 2127. Thank you for your consideration of this matter.

Memorandum

Date: November 27, 2019

To: Hanover Township Board

From: James C. Barr, Township Administrator

By: Mackenzie Peshek, Graduate Management Intern

Re: Major Medical Coverage and Ancillary Benefits – January 1, 2020

In November, the Township received the renewal rates from United Healthcare (UHC). For the past nine years, the Township has provided major medical insurance through UHC. The Township's health care premiums for major medical coverage increased minimally last year (1%) after adopting a High Deductible Plan with a Health Reimbursement Arrangement (HRA). A higher increase was anticipated for the January 2020 renewal. The initial rate offer from UHC was a 9% increase over the current year's plans.

Currently the Township offers the High Deductible Health Plan with an HRA. By offering the high deductible health plans, the 2019 renewal rate for both the PPO and small network PPO decreased before the HRA contributions. Cost for the Township includes offering \$2,500 to contribute to the cost of the individual deductible and \$5,000 to contribute to the cost of the family deductible. Upon review of the HRA report, 45.4% of committed participants' funds were utilized as of October 25. Anticipated use of funds for 2019 falls within the Township's goal of maintaining health expenses from 2018.

With this report in mind and to review additional insurance rate options, Candos Insurance Agency requested a quote for major medical coverage from BlueCross BlueShield of Illinois (BCBSIL). This process included a full underwriting, which resulted in a quote from BCBSIL reflecting a 15% increase over current UHC rates. Using this rate, Candos Insurance Agency was able to request rate relief from UHC which brought the renewal rate from UHC down to a 4.5% increase resulting in a \$37,828 monthly rate.

The Township has enjoyed a positive relationship with UHC over the past nine years. Employees have also expressed satisfaction in the current coverage and benefits, provider choice and customer service.

It is staff's recommendation to continue providing benefits through UHC in 2020. UHC's plan offerings will include high deductible health plans with an HRA for the PPO plan or the small network PPO plan. A summary analysis of the plans is attached. Additionally, staff recommend maintaining the annual waiver amount for eligible staff who waive the option of joining the Township's major medical plan of \$3,600.

Candos Insurance Agency also received quotes from the Township's current vendors for ancillary benefits – dental, vision, and life coverage. MetLife currently provides dental and life coverage and VSP provides vision coverage. MetLife provided a 6% increase to dental coverage, which is significant as dental is the largest cost among the three ancillary benefits. MetLife decreased life coverage rate by 1%, in addition to VSP offering a 0% increase for 2020. After consideration of the increase to dental coverage and comparing it to alternative

options which all quoted at higher rates, it was determined that due to the larger quantity of dentists in the Township area accepting MetLife coverage, the impact of the increase would not be significant when considering competing plan rates, the 1% increase to life coverage, and 0% increase to vision coverage. It is staff recommendation to maintain dental and life coverage with MetLife and vision coverage with VSP for the 2020 health year.

Should you have any questions or concerns, please do not hesitate to contact Township Administrator James Barr at jbarr@hanover-township.org or (630) 837-0301. Thank you for your time and consideration on this matter.

Hanover Township

2019

Current Contribution Model with United Healthcare

PPO							Employer Contribution	
	Single	ES	EC	Family				
Premium	\$644.51	\$1,353.47	\$1,108.56	\$1,946.43	Single	3	\$1,478.37	
Hanover Twp.	\$492.79	\$867.97	\$738.36	\$1,181.76	ES	0	\$0.00	
Employee	\$151.72	\$485.50	\$370.20	\$764.67	EC	0	\$0.00	
					Family	0	\$0.00	
							\$1,478.37	

CORE							Employer Contribution	
	Single	ES	EC	Family				
Premium	\$547.02	\$1,148.74	\$940.88	\$1,652.01	Single	24	\$10,675.68	
Hanover Twp.	\$444.82	\$784.22	\$666.99	\$1,068.11	ES	3	\$2,352.66	
Employee	\$102.20	\$364.52	\$273.89	\$583.90	EC	3	\$2,000.97	
					Family	9	\$9,612.99	
							\$24,642.30	

Monthly Cost to Hanover Township	\$26,120.67
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Total Annual Expense Incurred by Hanover Township for the Medical Plan	\$313,448.04
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Contribution Model with United Healthcare \$3K Ded

2020

HRA PPO							Employer Contribution	
	Single	ES	EC	Family				
Premium	\$673.52	\$1,414.38	\$1,158.45	\$2,034.03	Single	3	\$1,545.51	
Hanover Twp.	\$515.17	\$907.03	\$771.59	\$1,234.95	ES	0	\$0.00	
Employee	\$158.35	\$507.35	\$386.86	\$799.08	EC	0	\$0.00	
					Family	0	\$0.00	
							\$1,545.51	

HRA CORE							Employer Contribution	
	Single	ES	EC	Family				
Premium	\$571.64	\$1,200.43	\$983.22	\$1,726.35	Single	24	\$11,156.16	
Hanover Twp.	\$464.84	\$819.51	\$697.00	\$1,116.17	ES	3	\$2,458.53	
Employee	\$106.80	\$380.92	\$286.22	\$610.18	EC	3	\$2,091.00	
					Family	9	\$10,045.53	
							\$25,751.22	

Monthly Cost to Hanover Township	\$27,296.73
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Total Annual Expense Incurred by Hanover Township for the Medical Plan	\$327,560.76
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Hanover Township Premium Change	\$14,112.72
	4.50% Increase