

**MINUTES OF A REGULAR MEETING OF THE
HANOVER TOWNSHIP BOARD OF TRUSTEES
HELD AT 250 S. ROUTE 59, BARTLETT, IL 60103**

FEBRUARY 28, 2006

CALL TO ORDER:

Supervisor Kelly called the meeting to order with the Pledge of Allegiance at 7:00 PM.

ROLL CALL:

Supervisor Kelly asked Clerk McGuire to call roll.

Present were: Supervisor Kelly, Trustees Dolan Baumer, Goffinski and Runzel.

Absent: Trustee Kramer

Staff present: Assessor Thomas Smogolski, Highway Department Foreman Steve Spejcher, Director of Youth and Family Services Kathy Fox, Director of Welfare Services Aurea Picasso, Director of Senior Services Barbara Kurth Schuldt, Deputy Administrator Michael Mulcrone and Township Attorney Laurence Mraz.

TOWN HALL:

Supervisor Kelly asked if there was anyone in the audience that had any comments to make or questions to ask.

Senior Services Committee Member Robert Salvesen addressed the Board with concerns regarding votes for Committee Members. Discussion regarding votes and length of time served on the Senior Committee.

Discussion to replace wall tile with correct spelling of Robert Salvesen's name.

Senior Services Committee Member Robert Salvesen questioned expenses being published in the local paper. Discussion regarding publishing costs.

Clerk McGuire informed Senior Services Committee Member Robert Salvesen vote information would be available through the Clerk's office.

SUPERVISOR'S REPORT:

Supervisor Kelly announced he would be presenting awards on behalf of the Hanover Township Food Pantry.

PRESENTATIONS:

Supervisor Kelly along with Director of Welfare Services Aurea Picasso presented a Plaque to Township Resident Dee Rusch in recognition of her continuous support and donations to the Hanover Township Food Pantry.

Supervisor Kelly along with Director of Welfare Services Aurea Picasso presented a Plaque to Mary Anne Ribauldo on behalf of Cub Foods in recognition of their support and continuous donations to the Hanover Township Food Pantry.

Supervisor Kelly presented a Plaque to Shane Cook in recognition of his generous donations and support for the Hanover Township Food Pantry.

Supervisor Kelly presented a Plaque to Mike Buckley on behalf of Gymkhana in recognition of their generous support and large toy donations for the annual Township toy giveaway.

Supervisor Kelly along with Director of Welfare Services Aurea Picasso presented a Plaque to Frank Foster, United States Marine Corps, in recognition of his continued support and generous donations to the Township through the Toys-For-Tots drive. Frank Foster will be retiring this year and the Board expressed their appreciation for his efforts and support through the years.

Motion by Trustee Runzel, seconded by Trustee Goffinski to amend the Agenda and proceed to Section 9 item 1 Senior Committee applications. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

SENIOR COMMITTEE APPLICATIONS:

Motion by Trustee Runzel, seconded by Trustee Dolan Baumer to approve appointment of Patti Loomis to the Hanover Township Senior Committee. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Motion by Trustee Runzel, seconded by Trustee Dolan Baumer to approve reappointment of Charlene Ahlin to the Hanover Township Senior Committee. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to approve reappointment of Mary Lou Elder to the Hanover Township Senior Committee. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Motion by Trustee Runzel, seconded by Trustee Goffinski to approve reappointment of Lillian Henshel to the Hanover Township Senior Committee. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

The Hanover Township Senior Committee Members will be sworn in by Clerk Brian P. McGuire on Monday, March 13, 2006.

CLERK'S REPORT:

Motion by Trustee Goffinski, seconded by Trustee Dolan Baumer to approve Minutes of February 14, 2006. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to approve Executive Session Minutes of February 14, 2006. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

A luncheon was held on Wednesday, February 22, 2006, with Senior Services Associates honoring the Officials of Hanover Township and the Mental Health Board. A Certificate of Appreciation was presented to the Township for their effort and support to secure Adult Day Care Services.

As of Monday, February 27, 2006, the Clerk's Office is open for early voting. The Clerk's Office will be open for absentee voting on Friday, March 17, 2006, and Monday, March 20, 2006. Discussion regarding all residents of Hanover Park Cook County voting at Hanover Township.

The Clerk's Office is working with Chicago Conservation Center to repair old Township Minute books. The Minute books will be picked up at the Township and brought to the Center to be reviewed. The Chicago Conservation Center has provided the Clerk's Office with references and they are licensed and bonded. Recommendations along with a quote will be presented to the Clerk's Office within a few weeks. Clerk McGuire will inform the Board when paperwork is received.

The Clerk's Office has received many calls and letters responding to the Veteran's Honor Roll Program. The Clerk's Office is currently working on the stories it has received.

Clerk McGuire thanked Director of Welfare Services Aurea Picasso and Deputy Clerk Mary Jo Imperato for their time and effort in correcting information on the CDBG Block Grant Application before it was submitted.

HIGHWAY COMMISSIONER'S REPORT:

Highway Department Foreman Steve Spejcher informed the Board of a conversation with a resident that would like to post campaign signs on Township property. Discussion. Township Attorney Larry Mraz will check with the Village regarding codes and restrictions and advise the Board. Deputy Administrator Michael Mulcrone will contact Highway Department Foreman Steve Spejcher with direction.

TREASURER'S REPORT:

Motion by Trustee Goffinski, seconded by Trustee Dolan Baumer to approve the Treasurer's Report subject to audit. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

BILL PAYING:

A.	Town Fund	\$ 157,238.27
B.	Senior Center Fund	\$ 48,875.29
C.	General Assistance	\$ 6,502.59
D.	Road and Bridge	\$ 9,541.36
E.	Mental Health	\$ 27,247.10
F.	Retirement	\$ 15,083.52
TOTAL ALL FUNDS:		\$ 264,488.13

Motion by Trustee Goffinski, seconded by Trustee Runzel to pay the bills as submitted. Discussion. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

ADMINISTRATOR'S REPORT:

Discussion regarding maintenance quotes for elevator at Senior Center. Township Attorney Larry Mraz reviewed quote from Schindler and informed the Board terms were not acceptable. Recommendations were made to accept quote from Otis Maintenance.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to accept contract with Otis Maintenance for elevator service at the Senior Center. Discussion. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Discussion regarding memo and proposal amounts for website designs included in board packets.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to accept the contract with LANgrafix for Township website design. Discussion. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Internal panic alarm proposals for the Township were included in board packets for the Board's review. Discussion. Discussed proposal and costs for security cameras and monitors.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to approve Fox Valley Fire and Safety proposal to install Panic Alarm System Option No. 1 not to exceed \$10,000.00 and Security Camera System at \$3,400.00 plus 2%. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Deputy Administrator Michael Mulcrone informed the Board the Township audit is not in compliance with State Statutes because it is incomplete. Discussion. Recommendations were made to hire Township Auditor Lee Howard full-time. A proposal from Governmental Accounting, Inc. was included in the board packets.

Motion by Trustee Dolan Baumer, seconded by Trustee Goffinski to approve proposal from Governmental Accounting, Inc. as amended. Discussion. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Discussion regarding local Elected Officials or State Officials using Township facilities to host programs, seminars and display informational pamphlets. Clerk McGuire will work with Deputy Administrator Michael Mulcrone to put a proposal together. Proposal will then be submitted to Attorney Larry Mraz for review.

A tentative schedule for Finance Committee Budget Workshops was included in the board packets for review.

Discussion to provide identification cards for all Township employees.

Deputy Administrator Michael Mulcrone informed the Board \$6,000.00 was collected for rental of Township property and storage of dirt by the Senior Center.

COMMITTEE REPORTS:

GENERAL ASSISTANCE: Director of Welfare Services Aurea Picasso announced the Senior Wrap for Easter Baskets will be held April 5, 2006. Harris Bank will be sponsoring the Mobil Food Pantry Thursday, April 13, 2006, at the Township. Discussion regarding costs.

Welfare Services along with the Clerk's Office is in the process of working on a job fair.

Welfare Services has taken over 500 applications for LIHEAP (Low Income Home Energy Assistance Program). Funds are still available for this program.

MENTAL HEALTH BOARD: Trustee Katy Dolan Baumer displayed the Certificate of Appreciation received from Senior Services Association honoring the Township for the Board and staff to see.

SENIOR SERVICES: Director of Senior Services Barbara Kurth Schuldt informed the Board a 2005/2006 Volunteer Luncheon budget was included in the board packets. Discussion regarding check request amount of \$3,400.00 for entertainment. The Board addressed concerns regarding check request issued over the \$2,500.00 limit without Board approval. Discussion. Reviewed total amount spent on last year's Volunteer Luncheon. Discussion and concerns addressed regarding donations from Senior Committee for this year's luncheon.

Motion by Trustee Dolan Baumer, seconded by Trustee Runzel to approve payment of \$3,400.00 for entertainment at the 2006 Volunteer Luncheon. Discussion. Motion Failed. Roll call: AYES: Trustee Runzel. NAYS: Trustees Dolan Baumer, Goffinski and Supervisor Kelly.

A denial letter for nutrition services from Suburban Area Agency on Aging was included in the board packets. Reasons for denial are outlined in the letter.

Director of Senior Services Barbara Kurth Schuldt discussed with CNN ways to improve the food at the Senior Center. CNN will submit a written proposal with suggestion and will be presented to the Board for review.

A proposal from Winning Systems, a legislative advocate and PR group was included in board packets for review.

YOUTH AND FAMILY SERVICES: Trustee Goffinski reported Ashley Tyszkiewicz, a senior from Elgin High School, was interviewed and is interested in becoming a member of Committee on Youth. Committee on Youth would like her name placed on the nomination for appointment to the Committee. She will be available for interviews prior to the start of the next board meeting.

Director of Youth and Family Services Kathy Fox reported they are applying for the 21st Century Community Learning Center Grant through the Illinois State Board of Education. The Grant application is due March 15, 2006. Director of Youth and Family Services Kathy Fox has been in contact with Grant Writer Jose Regalado.

Motion by Trustee Goffinski, seconded by Trustee Runzel to approve 21st Century Community Learning Center Grant application. Discussion. Roll call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

The date for this year's Student Government day is Wednesday, May 3, 2006.

Youth and Family Services received a donation of books from Community Readers Volunteers. Ms. Karen DeBack with 1st Community Bank in Elgin initiated this program and has been invited to the Township on Thursday, March 2, 2006, to give these books to students attending tutoring.

OTHER BUSINESS:

Highway Department Foreman Steve Spejcher asked the Board for an update regarding sewer connection issues in front of the Township building. Discussion. Township Attorney Larry Mraz will check into and report back to the Board.

EXECUTIVE SESSION:

Motion by Supervisor Kelly, seconded by Trustee Runzel to adjourn to Executive Session pursuant to Section 2C1 of the Open Meetings Act regarding personnel. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Adjourned 9:15 PM.

Returned from Executive Session at 9:45 PM.

ADJOURNMENT:

There being no further business to come before this Board, Supervisor Kelly asked for a motion to adjourn. Motion by Trustee Kramer, seconded by Trustee Runzel. Roll Call: AYES: Trustees Dolan Baumer, Goffinski, Runzel and Supervisor Kelly. NAYS: None. Motion Carried.

Adjourned 9:50 PM.

Respectfully submitted,



Brian P. McGuire, Clerk
Hanover Township

Copy: Supervisor
(4) Trustees
Assessor
Highway Commissioner
Attorney
Auditor
Administrator
Mental Health Board

Senior Services
Welfare Services
Youth & Family Services
Bartlett Library
Gail Borden Library
Poplar Creek Library
Village of Streamwood Liaison David Stoves