



240 S. Route 59
Bartlett, Illinois 60103

Regular Meeting of Township Board
March 16, 2010
7:00 PM

A G E N D A

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Town Hall (Public Comments)
- V. Presentations
 - A. Veteran's Honor Roll
 - 1. PNC Tonya R. Dinwiddie – US Navy
 - 2. SNIC Rodger W. Peterson – US Navy
- VI. Hearing Regarding the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances
 - A. Explanation of the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances
 - B. Comments and Questions from the Board regarding the Ordinances
 - C. Comments and Questions from the Public regarding the Ordinances
 - D. Approve – Hanover Township Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2010 and Ending March 31, 2011
 - E. Approve – Hanover Township Road District Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2010 and Ending March 31, 2011
 - F. Adjournment to Regular Board Meeting
- VII. Supervisor's Report
- VIII. Clerk' Report
 - A. Approve Regular Meeting Minutes of March 2, 2010
- IX. Highway Commissioner's Report
- X. Assessor's Report
- XI. Trustee Liaison Committee Reports
- XII. Treasurer's Report
- XIII. Bill Paying

- XIV. Unfinished Business
- XV. New Business
 - A. Ordinance Creating the Office of the ADA Coordinator and Related Matters
 - B. Approval of Annual Town Meeting Agenda
 - C. Resolution Approving of Addendum to Professional Services Agreement between Hanover Township and Alexian Brothers Behavioral Health Hospital
- XVI. Executive Session
- XVII. Department Reports
- XVIII. Workshop – Operation Support Our Troops: Freedom Bash 2010
- XIX. Other Business
- XX. Adjournment

MISSION STATEMENT

**Hanover Township is committed to providing an array of quality, cost effective, community based services;
and to acting as a dynamic and responsive organization that delivers services
in a responsible and respectful manner.**

Memorandum

Date: February 1, 2010

To: Hanover Township Board

From: James Barr, Administrator

Re: Finance Committee FY11 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommend budget ordinance for Fiscal Year 2011. Utilizing the Township Board's established FY11 goals each department submitted to the Administrator a budget following instructions provided by the Finance Committee and Administrator stipulating a target based budgeting process of 0% for expenditures. During the budget workshops the Finance Committee advised departments to budget 0% for salaries, while limiting average salary increments to 2%. This is due to the .1% CPI announced by the state, which will significantly impact the FY11 budget. The remaining salary dollars from the previous year's budget were allotted to account for the 2% awarded in salary increases. Departments were then asked not to submit any additional requests due to limited revenue growth. Below are highlights of the budget as recommend to the Township Board. It is anticipated that the tentative budget will be considered at the February 3, 2010 Board meeting and the final budget would be acted upon at the March 16, 2010 Board meeting. Please feel free to contact myself or Finance Committee Chairman, Trustee Krick, should you have any questions, comments, or inquires regarding the proposed FY11 budget.

Budget Highlights

Senior Services Department – The Road District has generously offered to fund senior transportation again in the combined amount of \$433,208 as authorized by state statute. \$150,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$283,208 is allotted to operational costs of the senior transportation program (salaries, fuel, vehicle repair, etc.). The Finance

Committee is recommending the addition of approximately \$20,000 to the transportation salary line item to allow for half of the salary of the mechanic position previously approved. Additionally, the Senior Health program has been added that will be part of the Office of Community Health. This will fund the 32 hour per week nurse and 20 hour per week administrative assistant previously approved by the Board. All of this was accomplished without increasing overall expenditures in the fund from the previous year as requested.

Department of Youth and Family Services – YFS has reorganized to combine the previous units of the Astor Avenue Community Center and Outreach into a new combined unit of Outreach and Prevention Services. The old Astor Avenue budget has been eliminated and merged into the YFS and Town Fund budgets, which addresses the appearance of increases in the YFS budget. Several of the line items have been reallocated between the two units. It should be noted that no new staff positions have been created and the combined YFS budget is less than the previous year's YFS and Astor Avenue combined budgets.

Department of Welfare Services – Welfare Services is requesting a significant decrease in funding of 11.6% to reflect an unanticipated decrease in qualifying general assistance cases. The new Welfare Services Director and staff have enforced all rules and regulations of the general assistance and emergency assistance programs which has led to a reduction in approved GA clients. Food Pantry utilization continues to increase, however the non-personnel food pantry costs are covered by donations through the foundation.

Department of Facilities & Maintenance – The Finance Committee is recommending the approval of the Facilities and Maintenance budget as submitted just under the 0% target. Only minor modifications from the previous budget were requested, most notably additional costs for trash removal.

Mental Health Board – The MHB is continuing to 'spend down' excess accumulated reserves as advised by the Township's Financial Consultant, Lee Howard, on one-time expenditures such as challenge grants and capital improvements to the mental health community resource center. The grants listed in the tentative budget are only place holders using the previous year's awards until the MHB makes final allocations. The Town Board will then need to amend the budget for final passage. However, the total for grants will remain the same.

Highway Department - The Highway Commissioner has requested continued significant expenditures to allow for a potential 'spend down' of built up reserves.

These expenses included \$433,000 in support of the senior transportation program, increases in the amount of contract work, funding for half of the mechanic position previously approved, and \$2,000,000 for land acquisition and improvements for a new Highway Department facility that would also house the senior buses if it is determined necessary and beneficial.

Office of the Assessor – The Assessor has requested a base 0% increase. The budget does provide for a few more hours from existing staff if high resident volume continues with the closure of the Rolling Meadows Assessor’s Office. Funds have been re-allocated within the department to cover the cost.

Office of the Clerk – The Clerk’s Office submitted a budget request with an overall decrease of 6% including a salary decrease reflecting the reduction of Saturday hours and less tenured staff.

Office of Community Health – The Office of Community Health has developed into an independent unit within the overall Hanover Township government. The base request remains at the 0% target; however it is augmented by the senior health program in the amount of \$58,000 that was previously described and approved by the Township Board.

Town Fund – The central Town Fund request calls for a \$190,000 transfer to the Retirement Fund to adequately cover related costs until the next levy and a \$125,00 transfer to the Capital Improvement Fund to continue to support this fund and cover the costs for projects identified in the Capital Improvement Program as adopted by the Township Board. This is a significant reduction from the previous year due to the need to cover other costs such as IMRF and health insurance increases with almost no new revenue.

Emergency Management Agency – The Finance Committee endorsed EMA’s request which reflects a total budget of slightly more than \$87,000 which is anticipated to be the EMA base budget for future years. This includes funds for additional equipment, travel, volunteer insurance, and fuel. The agency continues to develop under the leadership of EMA Director Bob Page.

Retirement Fund – This fund has been a challenge as anticipated. IMRF investments returns had significantly decreased reflecting the overall market and have only begun to rebound. This has driven up employer contributions over a period of years. The Township Financial Consultant, Lee Howard, has recommended that during the next levy process all funds be examined and a

disproportional increase be allotted to this fund to permanently cover anticipated higher costs. We were unable to accomplish this in the last levy due to the very minimal increase in CPI.

Vehicle Fund – The Finance Committee is recommending continued contributions to build this fund as we anticipate two likely bus purchases in FY11 to keep an ongoing rotation of vehicle replacement. This will largely be covered by the Road District fund transfer.

Capital Fund – The Finance Committee is recommending the continuation of a Capital Improvement Fund with a significant amount of dedicated revenue this fiscal year. The continued practice of a separate Capital Fund will allow for the accumulation of dedicated capital dollars over time, while preserving the Board's ability to re-direct these funds for any unforeseen considerations in the future. The \$125,000 contribution is substantially less than the previous year due to the need to cover increases in operating costs without additional revenue. Next year we will have to consider increasing this transfer at the possible expense of new or expanded programs if revenue growth is sufficient.

Hanover Township Budget and Appropriation Ordinance Ordinance

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2010** AND ENDING **MARCH 31, 2011**.
BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: THAT THE FOLLOWING BUDGET, CONTAINING AN ESTIMATE OF REVENUES AND
EXPENDITURES, IS HEREBY ADOPTED FOR THE FOLLOWING FUNDS: TOWN FUND, SENIOR
CENTER FUND, GENERAL ASSISTANCE FUND, COMMUNITY MENTAL HEALTH FUND,
RETIREMENT FUND AND VEHICLE REPLACEMENT FUND FOR THE FISCAL YEAR MENTIONED
ABOVE, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

1. GENERAL TOWN FUND

Beginning Balance April 1, 2010		2,195,810
Estimated Revenues		
3000 Property Tax	3,162,084	
3100 Replacement Tax	24,710	
3250 Interest Income	23,442	
3300 Other Income	5,200	
3350 Rent	12,500	
3420 MHB/Office Charges	4,500	
3425 YFS/Donations & Gifts	1,000	
3430 YFS/Therapy Fees	21,632	
3435 YFS/Other Income	26,000	
3440 Astor Ave Program Fees	2,500	
3445 Astor Ave Donations & Gifts	500	
3450 Community Health Revenue	1,000	
3951 Clerk/Passports Fees	30,000	
3955 Grant	0	
Total Estimated Revenues		3,315,068
Total Estimated Funds Available		5,510,878
Budgeted Expenditures		
Administration	1,653,010	
Assessor	142,535	
Facilities & Maintenance	345,413	
Community Health Nurse	107,602	
Clerk	108,686	
Collector	1	
Emergency Management	87,920	
Youth and Family Services	869,901	
Total Expenditures/Appropriations		3,315,068
Estimated Cash on Hand March 31, 2011		2,195,810

Expenditures/Appropriations			
4301	Compensation of Officials		98,802
	Town Hall Administration Expense		
	4401	Postage	2,500
	4404	Office Supplies	6,000
	4406	Printing	2,500
	4408	Salaries	210,000
	4412	Travel	4,200
	4414	Memberships, Subs, Pubs	8,000
	4420	Pre-Employment Charges	1,000
	4424	Education & Training	20,000
	4429	Miscellaneous	10,000
	4520	Consulting Fees	15,000
	4530	Financial Administration	58,000
	4531	Community Affairs	48,000
	4560	Emergency Contingency Fund	20,000
	Total Town Hall Administration Expense		405,200
	Town Hall Expense		
	4402	Telephone Town/Town	27,000
	4403	Utilities/Town	24,000
	4405	Internet Access	2,400
	4416	Equipment Rental	3,000
	Total Town Hall Expense		56,400
	Legal/Auditing		
	4501	Auditing	10,500
	4502	Legal Services	57,500
	Total Legal/Auditing		68,000
	Insurance & Employee Benefits		
	4411	Employee Assistance Program	2,000
	4503	General Insurance	70,000
	4504	Dental, Vision & Life	32,011
	4505	Health Insurance	202,457
	4506	Unemployment Comp	28,000
	4507	Flex Plan	1,000
	4508	Health Insurance Waiver	44,800
	4512	Health Savings Account	13,500
	4513	Employee Wellness	9,000
	Total Ins & Employee Benefits		402,768

Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	70,000	
4541	Transfer to Vehicle Fund	40,000	
4547	Transfer to Capital Projects Fund	240,000	
4548	Transfer to Retirement Fund	190,000	
Total Capital Expenditures & Transfers			560,000
Community Center Operations			
4460	Salaries	33,466	
4461	Utilities	9,000	
Total Community Center Operations			42,466
Veterans Affairs			
4700	Salary	19,174	
4703	Travel	100	
4704	Supplies	100	
Total Veterans Affairs			19,374
Total Administration			1,653,010
Emergency Management Agency			
4801	Salaries	20,000	
4802	Equipment	43,000	
4803	Uniforms	6,500	
4804	Printing	1,500	
4805	Postage	500	
4806	Office Supplies	1,500	
4807	Miscellaneous	1,000	
4808	Education/Training/Travel	5,720	
4809	Pre-Volunteer Screening	1,500	
4810	Travel	1,500	
4811	Volunteer Insurance	1,000	
4812	Volunteer Appreciation	1,000	
4813	Vehicle Fuel	2,000	
4814	CCSP Radio Lease	1,200	
Total EMA			87,920
Assessor's Office			
4405	Office Supplies	5,873	
4407	Printing	772	
4409	Salaries	117,733	
4411	Equipment Purchase	2,838	
4413	Travel Expenses	3,018	
4415	Dues, Sub., Publications	2,866	
4419	Training	3,341	
4426	Building & Permanent Improvements	0	
4431	Equipment Rental	1,082	
4433	Professional Services	1,170	
4524	Equipment Maintenance	2,543	
4525	Newsletter/Pamph/Comm Video	1,299	
Total Assessor's Office			142,535

Facilities & Maintenance

4200	Salaries	194,000
4201	Postage	100
4202	Office Supplies	400
4203	Travel	250
4204	Dues, Subs & Publications	200
4205	Janitorial Supplies - Town	4,680
4206	Janitorial Supplies - Senior	6,240
4207	Janitorial Supplies - Astor	1,040
4208	Housekeeping Contract	30,653
4209	Building Contracts	13,500
4210	Building Maintenance - Town	12,500
4211	Building Maintenance - Senior	12,500
4212	Building Maintenance - Astor	2,500
4213	Equipment Maintenance - Town	17,000
4214	Equipment Maintenance - Senior	14,000
4215	Equipment Maintenance - Astor	1,600
4216	Equipment Rental	3,500
4217	Education & Training	1,000
4218	Vehicle Maintenance - Town	5,400
4219	Vehicle Fuel - Town	7,800
4222	Trash Removal - Town	3,000
4223	Trash Removal - Senior	1,850
4224	Trash Removal - Astor	1,200
4225	Grounds Maintenance	8,000
4226	Uniforms	1,000
4227	Miscellaneous	1,500

Total Facilities & Maintenance

345,413

Collector's Office

4437	Collector's Office	<u>1</u>
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Total Collector's Office

1

Clerk's Office		
4200	Salaries	82,715
4201	Postage	1,700
4202	Office Supplies	1,300
4203	Printing	6,002
4206	Travel & Training	1,000
4204	Dues, Sub & Publications	2,000
4205	Legal Notices	1,272
4210	Community Affairs	2,102
4213	Equipment Maint & Rental	500
4214	Furniture, Computer & Aux. Support	5,002
4216	Miscellaneous	2,001
4217	Passport Expenditures	3,092
Total Clerk's Office		<u>108,686</u>
Community Health		
4450	Salaries	86,000
4451	Postage	500
4452	Office Supplies	1,000
4453	Printing	1,000
4454	Travel	2,000
4455	Dues, Sub & Publications	400
4456	Community Affairs	2,000
4457	Equipment Maint & Rental	500
4458	Furniture & Computer Equipment	1,500
4459	Professional Services	500
4460	Education & Training	0
4461	Miscellaneous	1,000
4462	License/Professional Insurance	400
4464	Grant Development	1
4465	Medical Supplies	5,200
4466	Communications	2,100
4467	Crisis Care	3,500
4468	MHB Prescription Reimbursements	1
Total Community Health		<u>107,602</u>

Youth and Family Services

Administration & Clinical

4608	Salaries	521,200
4613	Answering Service	1,300
4614	Printing	2,500
4615	Postage	2,000
4616	Books and Journals	1,000
4617	Equipment Maintenance	2,000
4618	Psychiatric backup	20,000
4619	Office Supplies	4,000
4620	Community Affairs	5,000
4621	Recruitment & Pre-Employment	2,500
4622	Miscellaneous	1,000
4623	Travel	2,000
4624	Intern Stipends	10,000
4625	Insurance	3,000
4626	Equipment and Furniture	6,500
4628	Tutoring	19,200
4629	Dues & Subscriptions	1,500

Total Administration & Clinical

616,300

Outreach & Prevention

4640	Salaries	185,500
4641	Open Gym Program	47,000
4642	Year Round Open Gym	0
4643	Education & Training	3,000
4644	Travel	3,600
4645	Printing	2,000
4646	Postage	1,500
4647	Office Supplies	2,000
4648	Community Affairs	3,000
4649	Professional Services	2,000
4650	Program Supplies	2,000
4651	Cell Phones	2,000
4652	After School Program	0
4653	Utilities	0
4654	Youth Job Incubator Project	1

Total Outreach & Prevention

253,601

Total Youth & Family Services

869,901

Total Town Fund Expenses/Appropriations

3,227,148

2. SENIOR CENTER FUND

Beginning Balance April 1, 2010		960,896
Estimated Revenues		
3000 Property Tax	911,470	
3250 Interest Income	2,800	
3300 Other Income	100	
3350 CEDA - LIHEAP	4,250	
3425 Title III Grants - Sub Area Agency	16,674	
3450 Transfer From Road & Bridge Fund*	283,208	
3500 Senior Programs	58,000	
3501 Nutrition	6,200	
3503 Donations	2,700	
3506 Social Services Donations	500	
3507 Material Fees	6,500	
3509 Lending Closet	1,500	
Total Estimated Revenue		1,293,902
Total Estimated Funds Available		2,254,798
Total Expenditures/ Appropriations		1,293,902
Estimated Cash on Hand March 31, 2011		960,896
Expenditures		
Administration		
4517 Salaries	433,897	
4522 Contingency	60,000	
4523 Recruitment	1,750	
4524 Utilities	79,000	
4525 Telephone & High Speed Internet	7,000	
4527 Equip Purchase & Rental	8,250	
4528 Office Supplies	6,500	
4529 Postage	3,250	
4530 Printing	4,500	
4534 Dues & Subscriptions	750	
4535 Travel	2,624	
4536 Education & Training	4,680	
4538 Community Affairs	5,200	
4539 Miscellaneous	1,030	
4540 Tile Endowment Fund	22,526	
Total Administration		640,957
Programs & Services		
4514 Weekend Programming	3,500	
4515 Programming	85,000	
4516 Outreach Services	4,500	
4519 Social Services	2,500	
4520 Volunteer Services	16,000	
4526 Club 59	24,500	
4530 Nutrition	16,200	
4531 Computer Instruction	1,000	
4532 Visual Arts	15,000	
4545 Title III Expenditures	16,675	
Total Programs & Services		184,875
Senior Health		
4546 Salaries	56,000	
4547 Printing	1,000	
4548 Program Supplies	1,000	
Total Senior Health		58,000
Transportation		
4513 Emergency Maintenance	10,000	
4518 Vehicle Maintenance	40,000	
4546 Salaries	295,570	
4549 Recruitment	2,500	
4550 Telephone	4,000	
4551 Training	3,000	
4552 Fuel	32,500	
4553 Uniforms	1,500	
4554 Garage Lease	21,000	
Total Transportation		410,070
Total Senior Center Fund/ Appropriations		1,293,902

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

3. WELFARE SERVICES

Beginning Balance April 1, 2010		331,713
Estimated Revenues		
3000 Property Tax	289,472	
3100 Replacement Tax	4,914	
3250 Interest Income	2,000	
3300 Other Income	5,000	
3350 CEDA - LIHEAP	8,320	
Total Estimated Revenues		<u>309,706</u>
Total Estimated Funds Available		641,419
Total Expenditures/ Appropriations		<u>370,872</u>
Estimated Cash on Hand March 31, 2011		270,547
Expenditures		
Home Relief		
4101 Food	1,000	
4102 Rent	130,000	
4103 Utilities	10,000	
4105 Clothing	250	
4106 Travel	900	
4110 Burial	1,200	
4115 Medical / Lloyd's	25,000	
4116 Catastrophic Ins Prem	3,000	
4117 Miscellaneous	1,200	
4119 Emergency Assistance	14,000	
Total Welfare Services Home Relief		<u>186,550</u>
Administration		
4201 Welfare Services Salaries	106,610	
4202 Office Supplies	1,800	
4203 Food Pantry Salaries	60,000	
4204 Equipment Purchase & Rental	6,000	
4205 Travel & Training	3,261	
4210 Printing	2,000	
4211 Hearing, Appeals & Legal	1	
4212 Dues, Sub & Publications	400	
4213 Community Affairs	2,250	
4507 Professional Services	2,000	
Total Welfare Services Administration		<u>184,322</u>
Total WS Budgeted Expenditures/ Appropriations		370,872

4. MENTAL HEALTH BOARD

Beginning Balance April 1, 2010		854,114
Estimated Revenues		
3000 Property Tax	877,164	
3100 Replacement Tax	15,000	
3250 Interest Income	5,000	
3300 Other Income	8,000	
3350 Rental Income	12,600	
3850 Tide	8,000	
3855 Telephone Reimbursement	6,600	
3950 Pace Bus Fees	4,200	
Total Estimated Revenues		<u>936,564</u>
Total Estimated Funds Available		1,790,678
Budgeted Expenditures		
Service Contracts	784,140	
Administration	146,124	
Community Resource Center	204,000	
Total Expenditures/ Appropriations		
Community Mental Health (708) Fund		<u>1,134,264</u>
Estimated Cash on Hand March 31, 2011		656,414

Expenditures

Service Contracts

4100	CASI	20,000
4102	CAC Family Support	10,000
4103	CAC Safe from the Start	17,500
4104	CCC DV Shelter	26,250
4105	CCC DV Counseling/ Advocacy	22,050
4107	Open Door Clinic	5,000
4108	AID Supportive Employment	36,500
4109	AID Case Management	5,000
4112	Clearbrook Children's Program	5,000
4113	Clearbrook Residential	3,500
4114	Clearbrook Developmental Training	2,500
4123	Easter Seals DuPage	31,000
4127	Renz Prevention	15,000
4128	Renz Outpatient	51,000
4129	Day One Network	6,500
4130	Northwest CASA	5,000
4131	Pace Transportation	19,000
4132	Ecker Therapy Services	66,000
4135	Ecker Center/PEP	3,300
4136	Han Twp Youth & Family Services	20,000
4138	Contract Support Services	25,000
4139	Community Education	5,000
4142	Centro de Informacion	29,000
4146	The Bridge	17,000
4148	Family Service Youth	23,000
4149	Family Service Senior	14,000
4152	LSSI-Residential Treatment	1,800
4153	LSSI-Outpatient	3,600
4154	LSSI Residential Rehab	1,800
4156	Epilepsy Foundation	2,500
4158	Larkin Center	6,500
4160	Summitt Center	8,000
4162	TIDE Project	30,000
4166	PADS of Elgin	15,000
4167	Alexian Brothers - Senior MH	30,000
4168	Countryside Work Training Ctr	3,200
4169	Greater Elgin Family Care Ctr - Case Mgmt	8,500
4170	Greater Elgin Family care ctr - Post Partum	5,000
4172	Countryside In-Home Respite	3,500
4174	Special Ed Advocacy Center	5,000
4175	WINGS Transitional Shelter	5,000
4177	Staff Development Fund	5,000
4178	MI-Drug / Medical Tests Fund	3,000
4179	Challenge Grant Fund	40,000
4180	Capital Grant Fund	15,000
4182	Clearbrook Employment	2,000
4183	Community Crisis SA Counseling	9,000
4184	Countryside C/F Support	2,500
4186	SPHD	5,000
4187	Web Based Resource Directory	8,640
4188	Clarewoods Academy	4,500
4189	Crisis Line Development	8,500
4191	Leyden Township - Share Rehab	12,000
4192	Leyden Township - Detox	17,000
4193	Boys and Girls Club	5,000
4194	Community Crisis Center - Strategies for Safety	7,000
4195	Autism Society of IL	1,000
4196	Catholic Charities Caregivers Group	1,500
4197	Crossroads Kids Club	1,500
4198	FITE Center for Independent Living	1,000
4199	Greater Elgin Family Care Center - Adult Psych	8,000
4200	Kenneth Young Center - SASS	7,000
4201	Journeys from PADS to Hope	4,000
4202	Woodland Early Learning Center - Wildcat U	3,500

784,140

Total Service Contracts

Administration

4001	Hanover Township Services	4,500
4002	Legal	4,000
4005	Conference Expense	500
4006	Personal Expense Reimbursement	4,000
4007	Auditing	250
4008	Subscriptions & Publications	150
4009	Salaries	85,500
4010	Employee Insurance	6,596
4012	Supplies	1,000
4013	Postage	750
4014	Equip / Database Purchase & Maintenance	2,000
4506	Unemployment Compensation	1,000
4508	IMRF Expense	9,063
4522	FICA Expense	6,565
4537	Miscellaneous	1,000
4538	Community Relations	500
4539	Dues	4,500
4540	Special Events	500
4541	Printing	1,250
4543	Marketing Activities / Materials	1,000
4544	Consultants	10,000
4545	Grant Development	500
4546	Strategic Planning Set-Aside	1,000

Total Administration 146,124

HT Community Resource Center

4210	Utilities	10,000
4211	Insurance	1,000
4213	Janitorial	7,000
4214	Rent	10,000
4216	Telephone Systems Maintenance	4,000
4217	Capital Improvements	163,000
4250	Building Maintenance	3,000
4286	Agency Support Services	6,000

Total HT Community Resource Center 204,000

Total Expenditures/Appropriations

Community Mental Health (708) Fund 1,134,264

5. RETIREMENT FUND

Beginning Balance April 1, 2010			90,124
Estimated Revenues			
3000	Property Tax	282,033	
3250	Interest Income	1,600	
3255	Transfer from Town Fund	190,000	
		<u>473,633</u>	
Total Estimated Revenues			<u>473,633</u>
Total Estimated Funds Available			563,757
Budgeted Expenditures/Appropriations			
4508	IMRF	282,026	
4522	FICA	191,607	
		<u>473,633</u>	
Total Expenditures/Appropriations			<u>473,633</u>
Estimated Cash on Hand March 31, 2011			90,124

6. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2010			428,507
Estimated Revenues			
3250	Interest Income	500	
3440	Bus Fares & Donations	8,250	
3450	Transfer from Road & Bridge - Senior Trans.*	150,000	
3460	Transfer from Town Fund	40,000	
		<u>198,750</u>	
Total Estimated Revenues			<u>198,750</u>
Total Estimated Funds Available			627,257
Budgeted Expenditures			
4408	Vehicle Purchase	48,750	
4540	Purchase of Senior Buses	150,000	
		<u>198,750</u>	
Total Expenditures/Appropriations			<u>198,750</u>
Estimated Cash on Hand March 31, 2011			428,507

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

7. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2010			825,575
Estimated Revenues			
3445	Grant	470,000	
3450	From Town Fund	240,000	
		<u>710,000</u>	
Total Estimated Revenues			<u>710,000</u>
Total Estimated Funds Available			1,535,575
Budgeted Expenditures			
4400	Land/Building Acquisition & Improvements	390,000	
4413	Senior Center L.L. Build out	80,000	
4425	Building & Permanent Improvements	240,000	
		<u>710,000</u>	
Total Expenditures/Appropriations			<u>710,000</u>
Estimated Cash on Hand March 31, 2011			825,575

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES FOR THE FISCAL YEAR ENDING MARCH 31, 2011, BY FUND IS:

GENERAL TOWN FUND	3,315,068
SENIOR CENTER FUND	1,293,902
WELFARE SERVICES FUND	370,872
COMMUNITY MENTAL HEALTH FUND	1,134,264
RETIREMENT FUND	473,633
VEHICLE REPLACEMENT FUND	198,750
CAPITAL PROJECTS FUND	710,000

TOTAL APPROPRIATIONS 7,496,489

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF **Seven Million, Four Hundred and Ninety-Six Thousand, Four Hundred and Eighty Nine (\$7,496,489)** FOR THE FISCAL YEAR ENDING MARCH 31, 2011.

SECTION 4: THAT IF ANY SECTION, SUBDIVISION, OR SENTENCE OF THIS ORDINANCE SHALL FOR ANY REASON BE HELD INVALID, SUCH DECISION SHALL NOT AFFECT THE VALIDITY OF THE REMAINING PORTIONS OF THIS ORDINANCE.

SECTION 5: THAT SECTION 2 SHALL BE AND IS THE ANNUAL APPROPRIATION ORDINANCE OF THIS TOWNSHIP, PASSED BY THE BOARD OF TRUSTEES AS REQUIRED BY LAW, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

SECTION 6: THAT A CERTIFIED COPY OF THIS BUDGET AND APPROPRIATION ORDINANCE MUST BE FILED WITH THE COOK COUNTY CLERK WITHIN 30 DAYS AFTER ITS ADOPTION.

ADOPTED ON _____ AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS,
BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____

Nays _____

Absent _____

Town Clerk

Supervisor

**Hanover Township Road District
Budget and Appropriation Ordinance
Ordinance #**

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR THE TOWNSHIP OF HANOVER ROAD DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING APRIL 1, 2010 AND ENDING MARCH 31, 2011 BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS.

SECTION 1: THAT THE FOLLOWING BUDGET, CONTAINING AN ESTIMATE OF REVENUES AND EXPENDITURES IS HEREBY ADOPTED FOR THE GENERAL ROAD FUND FOR THE FISCAL YEAR MENTIONED ABOVE, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

1. General Road Fund

Beginning Balance on April 1, 2010		2,876,933
Estimated Revenues		
Property Tax	745,725	
Replacement Tax	16,000	
Interest Income	20,000	
Permits and Fines	530	
Traffic Enforcement Fees	2,080	
Total Estimated Revenues		784,335
Total Estimated Funds Available		3,661,268
Budgeted Expenditures		
Road Maintenance	966,529	
Equipment	85,489	
Bridge Maintenance	10,816	
Buildings	2,016,224	
Administration/Transfers*	579,624	
Total Expenditures/Appropriations		3,658,682
Estimated Cash on Hand March 31, 2011		2,586

* To be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10

Expenditures

Road Maintenance

4600	Controlled Substance Test	1,082
4601	Salaries	247,768
4602	Operating Supplies and Materials	11,357
4603	Gasoline	9,944
4605	Maintenance Supplies	7,571
4606	Engineering	10,816
4607	Contract Work	534,939
4610	Street Lighting	6,490
4614	Signs& Striping	16,224
4616	Salt	120,338

Total Road Maintenance 966,529

Equipment

4604	Machine Rental	1,839
4608	Equipment Purchase	63,099
4609	Maintenance/Vehicles & Equip	16,224
4610	Emergency Equipment	1
4611	Construction Equipment	4,326

Total Equipment 85,489

Bridge Maintenance

4615	Bridge Repair and Maintenance	10,816
------	-------------------------------	--------

Total Bridge Maintenance 10,816

Buildings

4612	Buildings & Perm Improvement	10,816
4613	Building Maintenance	5,408
4617	Land/Buidling Acquisition & Improvement	2,000,000

Total Buildings 2,016,224

Administration

4506	Unemployment Compensation	541
4508	IMRF Expense	23,400
4522	FICA Expense	15,600
4700	Postage	2,184
4701	Legal	20,000
4702	Insurance	48,672
4703	Accounting	2,163
4704	Telephone	2,974
4705	Dues, Subscriptions, Publications	936
4706	Travel Expense	1,622

4707	Printing	2,704	
4709	Uniforms and Safety Equipment	1,560	
4710	Community Affaris	2,750	
4711	Utilities	6,490	
4713	Petty Cash/Service Charges	260	
4714	Office Supplies	2,080	
4715	Replacement Tax	12,480	
4716	Transfer to Senior Transportation*	283,208	
4717	Transfer to Vehicle*	150,000	
Total Administration			579,624
* To be spent for direct costs of senior sitizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10			
Total General Road Fund Expenditures/Appropriations			3,658,682

SECTION 2: THAT THE AMOUNT APPROPRIATED FOR ROAD DISTRICT PURPOSES FOR THE
FOR THE FISCAL YEAR ENDING MARCH 31, 2011

General Road Fund			
	Road Maintenance	966,529	
	Equipment	85,489	
	Bridge Maintenance	10,816	
	Buildings	2,016,224	
	Administration & Transfers	579,624	
Total General Road Fund			3,658,682
Total Expenditures/Appropriations			3,658,682

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES
SPECIFIED, AND IN PARTICULAR AMOUNTS STATED, FOR THE FUND NAMED IN SECTION 1,
CONSTITUTING TOTAL APPROPRIATIONS IN THE AMOUNT OF:

Three Million Six Hundred and Fifty Eight Thousand Six Hundred and Eighty-Two Dollars
\$3,658,682 FOR THE FISCAL YEAR ENDING MARCH 31, 2011

SECTION 4: THAT IF ANY SECTION, SUBDIVISION OR SENTENCE OF THIS ORDINANCE SHALL FOR ANY REASON BE HELD INVALID OR BE UNCONSTITUTIONAL, SUCH DECISION SHALL NOT AFFECT THE VALIDITY OF THE REMAINING PORTIONS OF THIS ORDINANCE.

SECTION 5: THAT SECTION 2 SHALL BE AND IS THE ANNUAL APPROPRIATION ORDINANCE OF THE ROAD DISTRICT, PASSED BY THE BOARD OF TRUSTEES AS REQUIRED BY LAW, AND SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER THIS DATE.

SECTION 6: THAT A CERTIFIED COPY OF THIS BUDGET AND APPROPRIATION ORDINANCE MUST BE FILED WITH THE COOK COUNTY CLERK WITHIN 30 DAYS OF ITS ADOPTION.

Adopted on _____ at Hanover Township, Cook County, Illinois, by the Hanover Township Board of Trustees by Roll Call Vote:

Ayes _____

Nays _____

Absent _____

TOWNSHIP CLERK

SUPERVISOR

Hanover Township

Board Audit Report
From 3/3/10 to 3/16/10

Total Town Fund	34,942.01
Total Senior Center	25,799.57
Total Welfare Services	1,444.65
Total Road and Bridge	5,681.75
Total Mental Health Board	9,385.38
Total Retirement	961.81
Total Vehicle	-
Total Capital	1,917.35
Total All Funds	<u><u>80,132.52</u></u>

The above has been approved for payment this 16th day of March 2010

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

ORDINANCE _____

AN ORDINANCE CREATING THE OFFICES OF THE HANOVER TOWNSHIP AMERICANS WITH DISABILITIES ACT COORDINATOR AND COMPLAINT MANAGER AND ADOPTING THE HANOVER TOWNSHIP GREIVANCE PROCEDURE

WHEREAS, the Township Code was recently amended by Public Act 96-0650 to require the Township to designate an Americans with Disabilities Act Coordinator and to adopt grievance procedures to resolve complaints alleging violations of Title II of the Americans with Disabilities Act (“ADA”) on or before March 31, 2010 (60 ILCS 1/85-60); and

WHEREAS, a Township Complaint Manager is required to attempt to resolve complaints and/or investigate and prepare written reports relative to alleged violations of Title II of ADA and/or other alleged violations of rights guaranteed by the State of Illinois (the “State”) or federal constitution, state or federal statute, regulation or law, and/or Hanover Township policy; and

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

SECTION ONE: Pursuant to Section 85-60 of the Township Code there is hereby created the office of Hanover Township Americans with Disabilities Act Coordinator (the “ADA Coordinator”) (60 ILCS 1/85-60).

SECTION TWO: There is hereby created the office of Hanover Township Complaint Manager (the “Complaint Manager”), who for purposes of Section 85-60 of the Township Code and other applicable law shall also serve as the ADA Coordinator.

SECTION THREE: The Township Board hereby adopts the Hanover Township Uniform Grievance Procedure, a copy of which is attached hereto as Exhibit A and is expressly incorporated herein (the “Grievance Procedure”).

SECTION FOUR: The Complaint Manager/ADA Coordinator and Township Administrator are hereby authorized to perform such acts as are necessary to comply with the Grievance Procedure.

SECTION FIVE: The Hanover Township Human Resources and Administration Manager shall serve as the Township Complaint Manager and ADA Coordinator.

SECTION SIX: The Township Administrator, or his designee, is directed to post the name, office address and telephone number of the ADA Coordinator/Complaint Manager and Township Grievance Procedure and the Hanover Township Notice Under The Americans with Disabilities Act, a copy of which is attached hereto as Exhibit B, and is expressly incorporated herein (the “ADA Notice”), on the Township’s website on or before March 31, 2010. The ADA Notice shall also be posted at conspicuous places within Township facilities and in alternative formats so that the ADA Notice will be accessible to persons with disabilities as determined by the Township Administrator, or his designee.

SECTION SEVEN: Nothing herein shall be construed as altering the “at will” status of any Township employee and/or otherwise creating an employment contract.

SECTION EIGHT: SEVERABILITY. If any section, paragraph or provision of this Ordinance 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 Ordinance.

SECTION NINE: REPEAL OF PRIOR ORDINANCES. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 16, 2010

APPROVED: March 16, 2010

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township 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 Ordinance _____, enacted on March 16, 2010, and approved on March 16, 2010, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

EXHIBIT A

Hanover Township

1. Uniform Grievance Procedure

A participant, client, invitee, parent/guardian, employee, community member, and/or any other person should notify the Township Complaint Manager (the "Complaint Manager") if he or she believes that the Township, its officials, officers, employees, volunteers and/or agents have violated his or her rights guaranteed by the State of Illinois (the "State") or federal Constitution, State or federal statute, regulation or law, Township policy, and/or has a complaint regarding a violation of any such rights by the Township, its officials, officers, employees, volunteers and/or agents, including, but not limited to any violation of any of the following:

1. Title II of the Americans with Disabilities Act (ADA);
2. Section 504 of the Rehabilitation Act of 1973;
3. Title VI of the Civil Rights Act, 42 U.S.C. § 2000d et seq.;
4. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. § 2000e et seq.;
5. Sexual or other harassment (Illinois Human Rights Act), 775 ILCS 5/1-101 et seq., and/or Title VII of the Civil Rights Act of 1964;
6. Age Discrimination in Employment Act, 29 U.S.C. 621;
7. The Illinois Religious Freedom Restoration Act, 775 ILCS 35/1 et seq.;
8. Victims' Economic Security and Safety Act, 820 ILCS 180/1 et seq.;
9. Illinois Equal Pay Act of 2003, 820 ILCS 112/1 et seq.;
10. Illinois Whistleblower Act, 740 ILCS 174/1 et seq.;

The Complaint Manager will attempt to resolve complaints without resorting to this grievance procedure and, if a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder shall not be impaired by the person's pursuit of other remedies. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. All deadlines under this procedure may be extended by the Complaint Manager as he or she deems appropriate.

2. Filing a Complaint

A person (hereinafter Complainant) who wishes to avail himself or herself of this grievance procedure may do so by filing a complaint with the Complaint Manager, or his designee. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the

complaint and require a meeting with the Complainant. The Complaint Manager shall assist the Complainant as needed.

In the event the complaint involves an allegation of a violation of a right and/or other wrong doing by the Complaint Manager, then the Complainant shall file his or her complaint with the Township Administrator who shall investigate the matter. If the complaint involves an allegation of a violation of a right and/or other wrong doing by the Township Administrator, then the Complainant shall file his or her complaint with the Township Clerk who shall promptly notify the Township Board of Trustees (the "Township Board"). Within 15 days following the Clerk's receipt of said notice, the Township Board shall appoint an independent qualified person who does not report to and is not supervised or otherwise accountable to the Township Administrator to investigate the complaint ("Independent Investigator") (in cases involving a complaint regarding the Township Administrator).

3. Investigation

The Complaint Manager (or Independent Investigator as the case may be) will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. If the Complainant is a minor, the Complaint Manager will notify his or her parent(s)/guardian(s) that they may attend any investigatory meetings in which their child is involved.

Within 30 days of the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Township Administrator. The Complaint Manager may request an extension of time. The Township Administrator will keep the Board informed of all complaints.

Notwithstanding the forgoing, in the event that the complaint involves an allegation against the Complaint Manager and/or Township Administrator, then the complaint shall be investigated and a written report prepared in accordance with the applicable provisions of Section 2 above.

4. Decision and Appeal

Within 15 days after receiving the Complaint Manager's report, the Township Administrator shall mail his or her written decision to the Complainant by certified mail, return receipt requested, as well as to the Complaint Manager. In the event an Independent Investigator performs an investigation hereunder, he/she shall mail his/her written decision to the Complainant within 30 days of receipt of said complaint by certified mail, return receipt requested, as well as to the Township Clerk.

Within 15 days after receiving the Township Administrator's decision (or that of the Independent Investigator as the case may be), the Complainant may appeal the decision to the Township Board by making a written request to the Township Clerk. The Township Clerk shall promptly forward all materials relative to the complaint and appeal to the Township Board. Within 30 days of the filing of the appeal by the Complainant with the Township Clerk, the Township Board shall affirm, reverse, or amend the Township Administrator's decision (or that of the Independent Investigator as the case may be) or direct the Township Administrator (or Independent Investigator as the case may be) to gather additional information. Within 5 days of the Township Board's decision, the Township Clerk shall inform the Complainant of the Board's action.

This grievance procedure shall not be construed to create an independent right to a Township Board hearing. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

5. Appointing Nondiscrimination Coordinator and Complaint Managers

The Township Administrator shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment opportunities and prohibit the harassment of employees and others.

Pursuant to Ordinance No. _____, the Township Board has appointed the Township Human Resources and Administration Manager as the Complaint Manager who also acts as the ADA Coordinator. As noted above, alleged violations of Title II of the ADA are handled in accordance with this Grievance Procedure.

The Township Administrator shall insert into this policy and keep current the names, addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Manager.

Nondiscrimination Coordinator:

Name
Address
Telephone No.

Complaint Manager:

Mr. John Acardo
250 S. Route 59, Bartlett, Illinois, 60103
(630) 837-0301

6. Township Personnel Policy

In the event of any employee grievance that can be addressed under the Hanover Township Personnel Policy dated June 10, 2008, as amended from time to time, said employee shall submit such grievance pursuant to said Personal Policy.

EXHIBIT B

HANOVER TOWNSHIP

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of the Title II of the Americans with Disabilities Act of 1990 ("ADA"), Hanover Township will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Hanover Township does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: Hanover Township will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Hanover Township's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments to the extent necessary to comply with Title II of ADA and/or applicable law.

Modifications to Policies and Procedures: Hanover Township will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities to the extent required under Title II of the ADA and/or other applicable law. For example, individuals with service animals are welcome in Hanover Township offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Hanover Township, should contact the office of the Hanover Township Complaint Manager/ADA Coordinator as soon as possible but no later than two (2) business days before the scheduled event.

The ADA does not require Hanover Township to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Hanover Township is not accessible to persons with disabilities should be directed to Mr. John Acardo, Hanover Township Complaint Manager/ADA Coordinator at (630) 837-0301 (phone); (630) 837-9064 (fax); 250 S. Route 59, Bartlett Illinois, 60103.

Hanover Township will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs, to the extent required under Title II of ADA and/or other applicable.



240 S. Route 59, Bartlett, Illinois 60103

160th ANNUAL TOWN MEETING OF HANOVER TOWNSHIP

APRIL 13, 2010

7:30 P.M.

AGENDA

- I. Meeting called to order and Pledge of Allegiance to the Flag.
- II. Welcome and introduction of Officials.
- III. Election and swearing in of Moderator.
- IV. Approval of Annual Town Meeting Agenda.
- V. Acceptance of Minutes of the 2009 Annual Town Meeting.
- VI. Supervisor presents Annual Financial Statements.
 - A. Town Fund
 - B. General Assistance Fund
 - C. Road District Fund
 - D. Mental Health Board Fund
 - E. Retirement Fund
 - F. Senior Center
 - G. Vehicle Replacement Fund
- VII. Certification of Accounts by Trustees.
- VIII. Presentation of Department Reports.
- IX. Resolution Declaring Certain Hanover Township Personal Property to be Surplus.
- X. Motion to Set the Hour of Special Town Meetings for 7:00 P.M.
- XI. Motion to Set the Hour of the Next Annual Town Meeting for 7:30 P.M.
- XII. Motion to Pay the Moderator.
- XIII. Adjournment

Mission Statement

Hanover Township is committed to providing an array of quality, cost effective, community-based services; and to acting as a dynamic and responsive organization that delivers services in a responsible and respectful manner.

ADDENDUM NO. ONE dated March 2, 2010 to the Professional Services Agreement dated April 1, 2009 (the "Agreement") between Hanover Township (the "Township") and Alexian Brothers Behavioral Health Hospital ("ABBHH" or "Independent Contractor") (collectively, the "Parties").

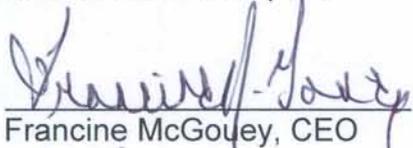
The Agreement between the Township and ABBHH is amended as follows:

1. Pursuant to paragraph 3B of the Agreement, the Agreement is renewed for the period of April 1, 2010 through March 31, 2011, unless sooner terminated as provided in the Agreement.
2. Effective April 1, 2010, Schedule A of the Agreement shall be amended to read as set forth in Exhibit A, attached hereto and expressly incorporated herein as though fully set forth herein.
3. The Agreement shall remain in full force and effect as modified herein.

Hanover Township:

By: _____
Brian P. McGuire,
Township Supervisor

Alexian Brothers
Behavioral Health Hospital:

By: 
Francine McGouey, CEO
3/11/10

Attest:

Katy Dolan Baumer, Township Clerk

EXHIBIT A

SCHEDULE A

<u>Psychiatric Service</u>	<u>Cost</u>
Initial Evaluation with Independent Contractor's Psychiatrist(CPT 90801)	\$225.00 per hour
Follow-up visit with Independent Contractor's Psychiatrist	\$75.00 per follow up visit for Referred Patients not attending with a parent and/or guardian (CPT 90862)
	\$110 per follow up visit for a minor or disabled Referred Patient attending with a parent and/or guardian (CPT 90805)
Prescription Refill Clinic Visit	\$20.00 per Clinic visit

In the event a Referred Patient misses an appointment with Independent Contractor and fails to cancel said appointment at least 24 hours before the scheduled appointment, the Independent Contractor may bill said Referred Patient an amount not to exceed \$55.00. However, in no event shall the Township be liable for paying any fees and/or charges attributable to any missed appointments.

ADDENDUM NO. ONE dated March 16, 2010 to the Professional Services Agreement dated April 1, 2009 (the "Agreement") between Hanover Township (the "Township") and Alexian Brothers Behavioral Health Hospital ("ABBHH" or "Independent Contractor") (collectively, the "Parties").

The Agreement between the Township and ABBHH is amended as follows:

1. Pursuant to paragraph 3B of the Agreement, the Agreement is renewed for the period of April 1, 2010 through March 31, 2011, unless sooner terminated as provided in the Agreement.

2. Effective April 1, 2010, Schedule A of the Agreement shall be amended to read as set forth in Exhibit A, attached hereto and expressly incorporated herein as though fully set forth herein.

3. The Agreement shall remain in full force and effect as modified herein.

Hanover Township:

Alexian Brothers
Behavioral Health Hospital:

By: _____
Brian P. McGuire,
Township Supervisor

By: _____
Francine McGouey, CEO

Attest:

Katy Dolan Baumer, Township Clerk

EXHIBIT A

<u>Psychiatric Service</u>	<u>Cost</u>
Initial Evaluation with Independent Contractor's Psychiatrist	\$225.00 per hour
Follow-up visit with Independent Contractor's Psychiatrist	\$75.00 per follow up visit for Referred Patients not attending with a parent and/or guardian \$110 per follow up visit for a minor or disabled Referred Patient attending with a parent and/or guardian
Prescription Refill Clinic Visit	\$20.00 per Clinic visit

In the event a Referred Patient misses an appointment with Independent Contractor and fails to cancel said appointment at least 24 hours before the scheduled appointment, the Independent Contractor may bill said Referred Patient an amount not to exceed \$55.00. However, in no event shall the Township be liable for paying any fees and/or charges attributable to any missed appointments.

RESOLUTION _____

A RESOLUTION APPROVING OF ADDENDUM NO. ONE TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN HANOVER TOWNSHIP AND ALEXIAN BROTHERS BEHAVIORAL HEALTH HOSPITAL

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

SECTION ONE: That Addendum No. One dated March 2, 2010 to the Professional Services Agreement dated April 1, 2009 between Hanover Township and Alexian Brothers Behavioral Health Hospital, a copy of which is attached hereto and incorporated herein (the "Addendum"), is hereby approved.

SECTION TWO: The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest respectively, the Addendum on behalf of the Township.

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

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 16, 2010

APPROVED: March 16, 2010

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____ enacted on March 16, 2010, and approved on March 16, 2010, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

RESOLUTION _____

A RESOLUTION APPROVING OF ADDENDUM NO. ONE TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN HANOVER TOWNSHIP AND ALEXIAN BROTHERS BEHAVIORAL HEALTH HOSPITAL

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

SECTION ONE: That Addendum No. One dated March 16, 2010 to the Professional Services Agreement dated April 1, 2009 between Hanover Township and Alexian Brothers Behavioral Health Hospital, a copy of which is attached hereto and incorporated herein (the "Addendum"), is hereby approved.

SECTION TWO: The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest respectively, the Addendum on behalf of the Township.

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

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 16, 2010

APPROVED: March 16, 2010

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____ enacted on March 16, 2010, and approved on March 16, 2010, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



Office of the Clerk

Katy Dolan Baumer

250 S. Route 59, Bartlett, IL 60103-1648

Phone: (630) 837-0301 ext. 2129 Fax: (630) 483-5689

www.hanover-township.org

CLERK'S OFFICE REPORT

March 16, 2010

Office of the Clerk Mission:

The Clerk's Office is continuously striving to provide fast, courteous and efficient services to the Township residents, Board, other departments, and other citizens through the most modern and cost-effective methods available, and to maintain the Township records in a systematic, orderly, logically organized, and accessible manner.

Clerk's Update:

- ❖ Silvia Stade, new Assistant to the Clerk, started on February 17. Silvia, trained by Bernadith Crespo, completed training in two weeks. She is doing a wonderful job in the Clerk's Office. Our office is now fully staffed and with a great team, we will continue on with our Mission.
- ❖ With Spring Break in the air, our office continues to be very busy with Passport processing which resulted in good revenues for the past two weeks: we have deposited \$2,835 into the Passport Fees Account.
- ❖ We continue to offer service one Saturday per month. On March 6, we had 30 people come in from 9-12 noon.
- ❖ Extended Hours: Our office will be opened until 6 p.m. on Thursday nights. A Press Release was sent to newspapers in regarding the extended service hours. Our office offers extended hours on Tuesday and Thursday until 6 p.m. and one Saturday of each month from 9 to noon, in addition to offering hours by appointment.
- ❖ FOIA Request: We had three FOIA requests from the Examiner and the Daily Herald. Clerk Dolan Baumer responded to the requests prior to the deadline.
- ❖ Surplus list from 2009: We sent a letter to 30 non-profit organizations asking if they are interested in the items (printers, organizer, bulletin board, framed) listed in the Surplus List of 2009. So far, we had two agencies requested a couple items from the list.
- ❖ New Collector: A copy of Warrant of Appointment to fill a Vacancy in the Office of Hanover Township Collector was filed at the Cook County Clerk David Orr's office. TOI was informed of our new Township Collector. Badge, nameplate, nametags, business cards, signage, and a new Township letterhead were ordered.
- ❖ 160th Annual Town Meeting: Monday, March 15, will be the last day to turn in photos/documents to be included in the packet for the 160th Annual Town Meeting.

Community Engagement:

- ❖ Our office will host a U.S. Passport Day on March 27, 10 a.m. to 3 p.m., and a Community Shred on March 27, from 9 a.m. to 12 p.m. Costco will provide refreshments, and Ultimate Travel will provide gifts and prizes. The \$25 processing fee will be waived. Silvia has engaged several honor roll students from local high schools to volunteer for these events.
- ❖ The new civics teacher at Streamwood High has asked for our calendar of meeting dates so we should probably expect a new group of students at our meetings.

Professional Development:

- ❖ Silvia Stade has successfully completed web-based training course for Passport Acceptance Agents and just waiting on for her Certificate from Chicago Passport Agency.

Records Management:

- ❖ Records Destruction Project: Accounting, Assessor, Clerk, Mental Health Board, Youth and Family Services, and Welfare Services took time out of their busy schedules to look through the files/records to be destroyed per approval by the Local Records Commission. Thanks to each department directors and special thanks to the Mr. Spejcher and the Maintenance Department for their assistance.

Important Dates to Remember:

- March 22 Committee on Youth Meeting – 7 p.m.
- March 23 Social Services Council Meeting
- March 27 Community Shred – 9 a.m. to 12 p.m.
US Passport Day – 10 a.m. to 3 p.m.
- March 30 2nd Annual Community Service Award
- April 6 Senior Center Five Year Anniversary 5 - 7 p.m.
- April 6 Supervisor’s Annual Report
- April 10 Breakfast with the Board
- April 12 Senior Citizen Services Committee Meeting – 12:30 p.m.
- April 13 Mental Health Board Meeting – 6 p.m.
- April 13 Annual Town Meeting – 7:30 p.m.
- April 20 Regular Board Meeting (Downey Hall)
- April 26 Committee on Youth Meeting – 7 p.m.

Clerk’s Office Service Status – Year to Date

OFFICE OF THE CLERK - 2010 SERVICES				
2010	Passport	Fishing Hunting	Vehicle License	Handicap
Jan	174	4	0	52
Feb	158	2	1	27
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
2010 Total	332	6	1	79

TRISH SIMON RN, BSN
Office of Community Health
March Board Report

We are fully staffed! I am excited to announce Barb Lichtenstein RN has accepted a part time position (8 hours) and Kristin Arciola as one of our part time administrative assistants. We have met as a team, all 6 of us and are excited to move forward. Thank you once again to the board for recognizing our need for additional staff, patience as we went through the hiring process and look forward to exciting changes in our department!

Thank you all to have accepted being part of Colorectal Cancer Awareness Month. The National Real Women Wear Blue campaign was a huge success! In brief, I have been told of many colonoscopies being scheduled and discussions being had with loved ones regarding their colon health. I personally appreciate your efforts to remind our community about the need to get screened.

Alexian Brothers was pleased with our PSA (Prostate Screening) clinic process and results. They have agreed to sponsor an additional clinic of 25 individuals. We have set the date for Wednesday, April 21st. If you, or any male you know are interested (over 40 years old recommended annually), please call us and get on the list.

We have set up our fourth screening site! We are excited to be holding a monthly clinic at the Elgin Recreation Center in Elgin. We saw 25 clients at an H1N1 clinic on the 25th of February. Our first screening clinic will be March 25th; they have distributed over 500 flyers! We are doing it as a walk in clinic, so it will be interesting to see the response. I am pleased to be working with the City of Elgin and am certain we will find this to be a great clinic site.

The clinic at Astor has been very well received and running smoothly. We have a nurse on premise each Wednesday by appointment and few extra hours as needed. Thanks to the Astor Staff for their support on this venture.

I have been working with Director Page and the EMA volunteers on training and equipment. As we speak, I am holding a blood borne pathogen training for the group. I am excited to be part of their training process and move them forward out into the community well equipped.

EMPLOYEE WELLNESS – We have designated the week of April 12th for the screenings. This includes a complete lipid profile, glucose for diabetes, hemoglobin for anemia and body fat analysis. Each individual will need to fast for 12 hours so we have set aside morning appointments. Please let me know if you have any questions regarding this screening. I encourage each of our board members to take part not only for their own personal health benefits, but it is a great way to really understand our screenings we offer and the impact it can have. Please call us to get scheduled. If these dates do not work for you, please still do not hesitate to call and we will do our best accommodate whatever your needs are. In addition as part of employee wellness, we do blood borne pathogen training and will set up CPR training for those interested or need of renewal. If you are interested in either of these, again, let me know and I will include you on those dates, yet to be determined upon those involved and schedules.

Thanks for the opportunity to serve our residents, as always it is a pleasure and joy to be part of the Hanover Township team!

Trish Simon RN Director of Community Health

Facilities and Maintenance

Reporting to – Town Board---March 16th 2010

The Mental Health Director the Township Administrator and I met to work out the details on having the Facilities and Maintenance department handling all the Maintenance at the Community Resource center in Streamwood. It was decided that we will take over all the maintenance starting April 1st 2010.

With the hiring of the new Mechanic and his first day of work February 16th we have been working closely with him on the set up of the shop and the development of his role. Establishing procedures on who picks up parts, vendors for parts, what parts to stock. Also prioritizing vehicle repairs, keys for all the vehicles, determining locations of all the vehicles. Work request systems.

As of Friday March 5th 2010 we have completed six offices on the YFS construction project. I am hopeful that we will complete this phase over the next month; we have the staff conference room and one office left.

Lastly in keeping with our Green movement, we recently pulled wire to separate the light switch in the basement. Now we can turn on only the lights in the maintenance department leaving the lights off in the food pantry storage room. Continue to look for other ways to save energy. Trustee Westlund-Deenihan and I met on February 26th to develop plans to move her Environmental Stewards working group forward. I found her enthusiasm and dedication to saving energy impressive.

Respectively Submitted

Steve Spejcher
Director of Facilities and Maintenance

Hanover Township Mental Health Board

03/11/2010

- Chris Van Herick has resigned from the Hanover Township Mental Health Board
- Julie Runzel has been elected as Vice Chair of the Hanover Township Mental Health Board
- The Hanover Township Mental Health Board has been selected to receive a \$1,000 special initiatives grant in support of the conference listed below.
- Upcoming Events/Activities
 - **April 30, 2010**-Annual Community Planning Meeting-9-4 PM-Poplar Creek Library- Purpose-comparative analysis of area needs related to mental health (real time vs 2007) and the continuation of collaborative efforts between and among community stakeholders as developed during the 2009 Community Planning Meeting
 - **May 5, 2010**-Annual Open House that the Hanover Township Community Resource Center in recognition of Mental Health Recover Month-5-7 PM-Combined afterhours with Streamwood and Hanover Park Chambers of Commerce
 - **November 9, 2010**-Hanover Township Mental Health Board and other community partners will sponsor a mental health and faith community conference. Location is 2nd Baptist Church in Elgin (Hanover Township). 8:00-4:00 PM.

Hanover Township Senior Services
Board Report – February 2010
Submitted by Barbara Kurth Schuldt, Director

Senior Citizens' Services Committee

- Meeting, February 8, 2010, 12:30 p.m. Senior Center Dining Room
- Trustee Mary Alice Benoit volunteered to report on the Board meetings during the Senior Committee. Richard Nelson will be the alternate.
- Committee requested wish list from Senior Services to review at March meeting.

Programming

- 32 seniors attended the performance of Funny Girl at Drury Lane in Oakbrook Terrace.
- Mardi Gras Party. The Seville, Streamwood. 164 seniors celebrated Fat Tuesday in New Orleans style at the Seville on Tuesday, February 16th. The Banjo Buddies performed great Dixieland music!
- Chicago Auto Show. 31 seniors walked among the new offerings from the automobile world.
- Holocaust Museum. The Illinois Holocaust Museum & Education Center is dedicated to preserving the memories of those lost in the Holocaust and teaching current generations about the need to fight hatred, indifference and genocide in today's world. 29 seniors went on this journey through history in Skokie.
- Wild Rose Casino: Clinton, Iowa. Let Me Arrange It, Inc. took 85 seniors on 2 motor coaches to Clinton, Iowa. Although the trip took 2 ½ hours travel time, the gamblers thoroughly enjoyed this gaming experience.

Volunteers

- There are 9 Tax Aide counselors and 4 circuit-breaker volunteers who work every Tuesday and Thursday until April 15th. There are three volunteers who assist check-in Tax Aide appointments. 141 were served this month. The appointment calls are now being taken by the receptionist aide position allowing each person calling for an appointment the ability to talk to a real person. This change was made from a voicemail and call back system.
- Circuit Breaker volunteers have completed a total of 30 applications for the month of February.

Social Services

- Beginning in July, Social Services Manager and Marketing Director of Arden Courts will be facilitating a structured monthly Support Group called "Caring for our Memory" for seniors with mild memory loss.
- Social Services Manager went to Centro De Informacion (Glendale Terrace Location in Hanover Park) to conduct a presentation on the different services offered at Hanover Township Senior Services
- Social Services staff and Director of Senior Services met with a Representative from Habitat for Humanity to learn about the programs/services (including Brush of Kindness Program) that are available to our residents.
- Programs: Cholesterol Management (Doctor at Home), Hoarding Seminar (LifeCare Innovations), Grief Support Group (Monarch Hospice), Caregiver Support Group featured a guest speaker from Monarch Hospice who presented "Debunking Hospice Myths" (Catholic Charities Northwest Senior Services), Meet, Eat and Greet (Hanover Township Social Services), Positive Action Group (Social Services Specialist), Senior Will Program (Chicago Bar Association), Valentine's Day Care Packages (St. Peter Damian Church), CEDA REACH Program (CEDA Central), Chair Massage Therapy (with Licensed Massage Therapist, Terri Holmes), & Foot Spa Clinic (Homebound Health Care).
- Positive Action Group finished making a sleeping mat that will be donated to the homeless.
- The St. Peter Damian Youth Ministry provided friendly visiting and delivered care packages to 5 homebound Hanover Township residents on Valentine's Day.

Transportation

- The T.R.I.P. program has 243 residents registered. We requested 24 one Way rides with the service in February.
- Cathy Hanley from Illinois Bus Sales came to our location so that we could view the Turtle Top Hybrid bus. She will be coming back on Thursday, March 4th with another Hybrid model; Spirit Mobility for us to view.

Visual Arts Classes

- Drawing the Human Body: Golden Section/Divine Proportion, Fibonaci Numbers and how it related to anatomy. Discussed how to measure facial points and the remainder of the body for correct proportions. Everyone drew these measurements and handouts were given. Watercolor: Barns are Noble. The barn paintings hang in the lobby.

Hanover Township Senior Services Monthly Report ~ February 2010

Programming Division	
<i>Recreation</i>	
83	# Planned programs at Senior Center
1363	# Participants at Senior Center
7	# Offsite trips & events
365	# Program participants on trips & offsite events
119	# Wait listed (unduplicated) for trips only
26	# Names added to Newsletter Mailing List
<i>Arts & Crafts</i>	
19	# Art classes
211	# Art class participants
<i>Computer Classes</i>	
26	# Computer classes
253	# Computer class participants
<i>Volunteers</i>	
21	# New requests for volunteers
5	# New volunteers
1110	# Volunteer hours reported
1144	# Meals delivered by volunteers
487	# Congregate meals served
Social Services Division	
1201	# Active cases
634	# Contacts with active cases
709	# Telephone calls
135	# Office appointments
4	# Home visits
208	# Referrals given to clients to contact other agencies
153	# Outside resources contacted on behalf of clients
0	# Elder abuse referrals
0	# Medicare counseling sessions
25	# Energy Assistance programs
441	# Prescription drugs & health insurance assistance
22	# Public Aid programs
10	# RTA Senior & Disabled Ride Free
11	# Social Service programs at Senior Center
126	# Social Service program participants
46	# Lending Closet transactions
2	# Unmet needs (services of referrals not available)
Transportation Division	
1530	# One-way rides given
233	# Individuals served – unduplicated
16	# New riders
150	# Riders under 60
258	# Rides given to disabled
109	# Wheelchair assisted rides
200	# Rides to dialysis
201	# Rides to Victory Centre of Bartlett
38	# Unmet requests for rides

**WELFARE SERVICES
BOARD REPORT
MARCH, 2010**

Welfare Services staff continues to focus on expanding knowledge and training on available community resources. This past month the following was accomplished:

- As a result of a very successful meeting with Centro de Informacion we will be hosting an Immigration and Citizenship seminar April 13th at the Astor Avenue Community Center.
- Renz Center came to Astor Avenue to share information about the new CHIP (Community Homeless Integration) Program as well as other services they offer. We have accessed Renz programs to help many of our clients and by having a better understanding of available programs will be able to utilize their services to the fullest.
- Several auxiliary volunteer staff attended training at CEDA Northwest and can begin processing LIHEAP applications. These volunteers have given us available times and we have begun scheduling residents to process applications.
- General Assistance staff attended All Kids training and we are once again an active intake site.
- We are accepting 350 requests for Easter Bags from residents and the list is growing rapidly.

Looking ahead:

- Case Manager, Kristin Cumbo will be attending SHIP training the end of March to increase her knowledge on Medicare and Medicaid. This five day training will allow us to help individuals with disabilities process paperwork and connect them to other available resources.
- General Assistance Training Institute (GATI) is holding an advanced training session in April we will be attending to cover more complex general assistance issues.
- March 17, 2010 beginning at 9:00am along with 50 senior volunteers we will be filling 600 East bags.
- March 23, 2010 at the senior center we will host the first Hanover Township Social Services Council meeting.
- March 31, 2010 at the Administration building we will host a mobile pantry beginning at 10:11am.

- March 30, 2010 at the Bartlett Fire Barn we will host the 2nd Annual Community Service Award Banquet beginning at 6:30pm.

The computer lab located next to the food pantry has been dismantled and shelving donated by Willow Creek will be installed. All surplus food from the lower level of the senior center will be moved back to Astor. This process is more efficient, food will no longer need to be moved to the lower level of the senior center, reloaded into the van, driven to Astor and unpacked.

INTERESTING FACTS:

General Assistance Active Clients: 10

General Assistance Pending Applications: 2

General Assistance Client Appointments: 29

Walk-Ins – emergency: 5

LIHEAP Applications: 107

Access to Care Applications: 3

Weatherization Applications: 6

ComEd Hardship Applications: 3

Walk-Ins:

February 2010: Approximately 112

March 2010: thru March 10th Approximately 26

Food Pantry Statistics:

February Totals

493 families served

56 new applications

24 food donations received

March 1 – March 11

241 Families served

40 new applications so far

21 food donations received

Welfare Services staff is looking ahead and planning the Candlelight Bowl scheduled for September 24th and the back pack giveaway as well.

Respectfully submitted,

Mary Jo Imperato

Welfare Services Director

Hanover Township Youth and Family Services

Board Report

3/16/10

1. Jessica Walker, MSW has been hired as the department's Outreach Services Coordinator. Jessica comes to the Township with a Masters in Social Work from Dominican University. Jessica has her Type 73 certification, which will be a benefit in collaborating with the various schools involved with Open Gym. Jessica has experience working with juvenile delinquent teens both court and gang involved.
2. Formal consents for conducting research at Streamwood High School are being finalized and translated. Once approved, the consents will be distributed for parental/guardian signatures. Data collection is tentatively scheduled to start in April.
3. The Girl Power Group at Canton Middle School launched on Wednesday, March 10th. The group's start was delayed a week due to ISAT testing.
4. The Committee on Youth will be assisting Michael Cohen on hosting a rummage sale on Saturday, April 24th, 2010, 9:00 – 3:00PM. We are seeking donated items from the community to be sold at the Township Administration building. Funds raised from the day will be deposited in the Township Foundation for use in the Open Gym Program. If you have items to donate, please contact Michael Cohen.
5. Stephanie Kossler, Prevention Specialist, has started offering small groups at Ridge Circle Elementary School. Both fifth and sixth grade students are attending with the focus on developing pro-social behaviors and improving school experience.
6. Karen Low, LCPC, is co-coordinating with Laurel Hill Elementary School to host a Community Resource Fair on Wednesday, April 14th, 4:00 – 7:00PM. This is an opportunity for community providers to showcase their services to the Laurel Hill community.
7. John Parquette, LCSW, and Susan Alborell, LCSW met with Larry Mraz, Township Attorney, on Tuesday, February 16th, 2010 to review proposed revisions of clinical documentation. Revisions are being made and will be implemented by the start of FY 11. This task is the last of part to be completed for the YFS FY 10 goal number one.
8. Outreach and Prevention Services hosted a Free Application for Federal Aid (FAFSA) College Financial Aid Workshop on Tuesday, February 23rd, 2010. Seventeen teens attended and received hands on assistance with the application process.
10. On Tuesday, March 16th, 2010 notices are scheduled to be released notifying staff within School District U-46 of positions not returning in the fall.
11. Nine families presented for Family Therapy since last report. Seven are English-speaking and two are Spanish-speaking families. Of the nine families, five are Streamwood residents, three are Bartlett residents, and one is a Hanover Park resident.