



240 S. Route 59, Bartlett, Illinois 60103

**Meeting of Town Board**  
*August 2<sup>nd</sup>, 2011*  
**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
    - A. SP4 Ronald V. Brandt
    - B. SP4 Douglas W. Conner
    - C. SP4 James C. Anderson
  - B. Streamwood All Stars 18U Tournament Champs
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
  - F. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
  - A. Approval of Regular Meeting Minutes of July 19, 2011
  - B. Approval of Executive Session Meeting Minutes of July 19, 2011
  - C. Approval of Ordinance Adopting an Anti-Idling Policy
- IX. Executive Session
- X. Other Business
- XI. 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.**

**Hanover Township**  
 Board Audit Report  
 From 7/20/11 to 8/2/11

	<b>General Invoices</b>		<b>Alexian Invoices</b>	<b>Total</b>
Total Town Fund	74,186.61		Total Town Fund	74,186.61
Total Senior Center	20,567.15		Total Senior Center	20,567.15
Total Welfare Services	8,469.37		Total Welfare Services	8,469.37
Total Road and Bridge	13,933.53		Total Road and Bridge	13,933.53
Total Mental Health Board	56,841.53		Total Mental Health Board	56,841.53
Total Retirement	0.00		Total Retirement	0.00
Total Vehicle	0.00		Total Vehicle	0.00
Total Capital	0.00		Total Capital	0.00
<b>All Funds - SUBTOTAL</b>		<b>173,998.19</b>	<b>TOTAL ALL FUNDS</b>	
			-	<b>173,998.19</b>

The above "General Invoices" column has been approved for payment this 2nd day of August 2011.

\_\_\_\_\_  
**Supervisor**

\_\_\_\_\_  
**Town Clerk**

\_\_\_\_\_  
**Trustee**

\_\_\_\_\_  
**Trustee**

\_\_\_\_\_  
**Trustee**

\_\_\_\_\_  
**Trustee**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING THE HANOVER TOWNSHIP  
ANTI-IDLING POLICY**

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**WHEREAS**, the Hanover Township Supervisor and Board of Trustees (the “Township Board”) have determined that idling vehicles and equipment waste fuel, release pollutants into the atmosphere, and result in an inefficient use of Township resources and funds; and

**WHEREAS**, the Township Board has determined that it is in the best interest of the Township and its residents for the Board to adopt the attached Anti-Idling Policy as provided herein;

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

**SECTION ONE:** The above Recitals are hereby incorporated into and made a part hereof.

**SECTION TWO:** The Board hereby adopts the Hanover Township Anti-Idling Policy, a copy of which is attached hereto and incorporated herein (the “Policy”).

**SECTION THREE:** Violation of the Policy by any Township employee shall be grounds for discipline, up to and including discharge in accordance with Article V of the Township’s Personnel Policy; provided however, that nothing herein shall change the “at will” status of any Township employee.

**SECTION FOUR:** The Township Administrator, or his designee, is authorized and directed to perform such acts as necessary to implement the Policy, including, but not limited to, providing notice of said Policy to all Township employees.

**SECTION FIVE: 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 SIX: 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 SEVEN: EFFECTIVE DATE.** This Ordinance shall effective upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: August 2, 2011

APPROVED: August 2, 2011

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Brian P. McGuire, Supervisor

Attest:

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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 Ordinance \_\_\_\_\_, enacted on August 2, 2011, and approved on August 2, 2011, as the same appears from the official records of Hanover Township.

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Katy Dolan Baumer, Township Clerk



## Anti-Idling Policy

### **I. STATEMENT OF PURPOSE**

The purpose of this Anti-Idling Policy is to provide a policy for Hanover Township to reduce the amount of engine idling by Township vehicles and equipment. Idling vehicles and equipment waste fuel, release pollutants into the atmosphere and creates an unnecessary financial expense for the Township. For every five minutes a small engine vehicle is not idling, it will save 10 gallons of gas per year and reduce the carbon dioxide produced by 220 pounds. This Policy seeks to eliminate the practice of vehicle and equipment idling, whenever practical.

### **II. GUIDELINES**

Following the Township's goal of enacting sustainable measures throughout its facilities and due to the above negative impacts vehicle and equipment idling causes, effective immediately, unless exempted in the following circumstances, no Township vehicle or equipment shall be idled during a non-emergency situation. Township employees who operate vehicles and/or equipment ("Township Operators") shall turn off engines and remove keys from ignitions.

Township Operators and their respective department heads or supervisors will be attentive to minimize the idling time at job sites. Each Township Operator is solely responsible for idling actions of his/her own piece of equipment and vehicle. If equipment and/or vehicles are not actively being used or needed, these items shall be turned off and the keys removed from the ignition.

### **III. REGULATION**

Supervisors and/or department heads will be responsible for the enforcement of this Policy. Each violation of this Policy by a Township Operator will be recorded by the supervisor or department head to include: the Township Operator of the equipment/vehicle in violation with this Policy, day, time, location, weather, and any other important details. The Township Operator will be informed by his/her supervisor or department head of any violation of this Policy. The Department Head of each respective department will be responsible for taking disciplinary measures to resolve infractions of this Policy up to and including discharge in accordance with Article V of the Township's Personnel Policy; provided however, that nothing herein shall change or alter the "at will" status of any Township employee.

### **IV. EXEMPTIONS**

Equipment/vehicle Idling is permitted only during the following situations:

- When lights and/or other accessories are required to address the specified incident
- Emergency situations which require the use of lights for an extended period of time and/or other necessary emergency equipment needed to deal with the incident
- Inclement weather situations as deemed appropriate by corresponding supervisor, when temperatures fall below 40 degrees and rise above 75 degrees Fahrenheit, a single five minute idling period is permitted if the operator is occupied within the vehicle, or for such period of time as necessary for the safety of passengers, employees and/or other persons or property.
- When performing maintenance and/or repairs of Township vehicles and/or equipment to the extent necessary to perform such maintenance and/or repairs.