



240 S. Route 59, Bartlett, Illinois 60103

Regular Meeting of Town Board
February 17, 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. Veterans Honor Roll
 - 1. PVT Michael Newman
 - B. Lord of Life Lutheran Church
 - C. Ultra Foods
- VI. Supervisor's Report
- VII. Clerk's Report
 - A. Approve Regular Meeting Minutes of February 3, 2010
- VIII. Highway Commissioner's Report
- IX. Assessor's Report
- X. Treasurer's Report
- XI. Bill Paying
- XII. Unfinished Business
- XIII. New Business
 - A. Appointment of Frank Liquori as Township Collector
 - B. Nomination of Rick Brogan to Public Health & Safety Committee
 - C. Resolution Approving of an Extension to the Cleaning Service Contract
- XIV. Executive Session
- XV. Department Reports
- XVI. Other Business
- XVII. Adjournment



Rec'd
11/13/09

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

NAME: Michael Newnam

ADDRESS: 202 Ridge cr

CITY/ZIP CODE: Streamwood 60107

PHONE #: 630-302-3025

DATE OF BIRTH: 10-04-1963

BRANCH OF SERVICE: US. Army

HIGHEST RANK ATTAINED: E4 PVT

YEARS OF SERVICE: FROM 1984 **TO** 1987

MEDALS AWARDED OR OTHER CITATIONS:
Northern Training center. Qualify / Army Service Ribbon
Sharpshooter M16

INJURIES: NONE

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

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

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

Thank you,

Brian P. McGuire

Supervisor

Minutes of a Regular Meeting of the
HANOVER TOWNSHIP BOARD
Held at 240 S. Route 59, Bartlett, IL 60103
February 3, 2010 ****DRAFT****

Supervisor McGuire called the meeting to order at 7:00 p.m.

Supervisor McGuire asked everyone to stand and join him in the Pledge of Allegiance.

Clerk Dolan Baumer called the Roll; present were Supervisor McGuire, Trustees Benoit, Burke, Krick, and Westlund-Deenihan.

Elected officials present: Highway Commissioner P. Craig Ochoa, Assessor Tom Smogolski

Staff present included: Director of Youth and Family Services John Parquette, Director of Senior Services Barbara Kurth-Schuldt, Director of Maintenance Steve Spejcher, Executive Director of the Mental Health Board Danise Habun, Director of Welfare Services Mary Jo Imperato, Director of Emergency Management Robert Page, and Administrator James Barr

Others Present: Mr. Anthony Troyke of Examiner Publications, Ms Marion Mattson and Ms Sharon Greenwald from the Fellowes Inc. Corporation of Itasca, visitors, and high school students.

Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask; there was no response.

Presentations: Supervisor McGuire invited the Board and Ms Mattson and Ms Greenwald of the Fellowes, Inc. of Itasca to the fore to thank them on behalf of the Hanover Township Seniors for generously adopting 30 Hanover Township residents and donating 200 gift items for the 2009 Adopt-a-Senior program. Supervisor McGuire asked that the record reflect the thanks from the Township for the services provided by Fellowes, Inc and presented them with "Distinguished Service Award."

Supervisor's Report: Supervisor McGuire thanked the Board members who joined him in support of the Bartlett Veterans Memorial Foundation. Welcome back to Mr. Robert Spejcher from assisting in Haiti with aid representing his unit and the Township EMA.

Clerk's Report: Clerk Katy Dolan Baumer submitted Regular Meeting Minutes of January 20, 2010 and Executive Session Minutes from January 20, 2010 for review and approval by the Board. Motion was made by Trustee Burke to approve the Regular Meeting Minutes of January 20, 2010 and the Executive Session Minutes of January 20, 2010; a second to that motion was made by Trustee Sandra Westlund-Deenihan. Ayes: Trustees Benoit, Burke, Krick, Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.

Clerk Dolan Baumer also thanked George Geise for representing the Township and the Clerk's office at the recent information exchange at the Bartlett Library. She also thanked Director Spejcher, Mr. Rundquist and particularly Mr. Marcinek, for their support and excellent work on Election Day. Thanks also to the Township Seniors and the Center staff for their patience throughout the day. All went very smoothly. We had about a 24.93% turnout. Congratulations to Mr. Acardo for his win on Tuesday's election in Dekalb County.

Highway Commissioner's Report: Commissioner Ochoa reported that his staff is on top of snow work keeping roads clear. In December 2009, 493 tons of salt was used and in January 2010, 169 tons of salt was used. He is still sorting through applications for the CDL licensed employee. Thanks to Director Spejcher and his staff for lending their support during this short-staffed time.

Assessor's Report: Mr. Smogolski reported that the homeowner outreach on January 27 went well. He also mentioned that many people are coming in the Assessors office – about 120 per day. He reports that is primarily due to the closing of the Rolling Meadows office.

Treasurer's Report: Motion by Trustee Benoit, seconded by Trustee Burke to approve the Treasurer's Report subject to final audit. Roll call: Ayes: Trustees Benoit, Burke, Krick, Westlund-Deenihan, and Supervisor McGuire. Nays: None. Motion carried.

Bill Paying:	A. Town Fund	\$36,506.13
	B. Senior Center Fund	11,260.58
	C. Welfare Services	3,788.53
	D. Road and Bridge	6,574.73
	E. Mental Health	112,267.05
	F. Retirement	0.0
	G. Vehicle	0.0
	H. Capital	<u>0.0</u>
	Total All Funds:	<u>\$170,397.02</u>

Motion by Trustee Westlund-Deenihan seconded by Trustee Benoit to pay the bills from January 21, 2010 to February 3, 2010. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.

Unfinished Business: Trustee Westlund-Deenihan asked if the false alarm charge generated by Astor that was discussed and pulled during the last meeting, had been resolved; Mr. Barr reported that it had indeed been.

- New Business:
- A. Approval of Fiscal Year 2010-2011 Hanover Township Tentative Budget Ordinance: A motion by Trustee Burke to approve the FY 2010-2011 Hanover Township Tentative Budget Ordinance #0203101 was seconded by Trustee Benoit. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.
 - B. Approval of Fiscal Year 2010-2011 Hanover Township Road District Tentative Budget Ordinance: A motion by Trustee Benoit to approve the FY 2010-2011 Hanover Township Road District Tentative Budget Ordinance #0203102 was seconded by Trustee Westlund-Deenihan. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.
 - C. Approval of Legal Services Fees Adjustments: Services provided by Mraz & Associates fees adjustments for FY 2010-11 were presented for approval. Mr. Barr updated the Board noting that no adjustment has been made in two years and this adjustment will still make our rates lower than most attorney rates. A motion by Trustee Westlund-Deenihan to approve the FY 2010-2011 Legal Services Fee Adjustments was seconded by Trustee Benoit. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.
 - D. Approval of a Resolution of Hanover Township Authorizing Submitting the 2010 Community Development Block Grant Application: Pursuant to the recent Community Development Block Grant (CDBG) meeting held last week, the Board was presented with a resolution authorizing a 2010 grant application for \$200,000 for the Senior Center Basement Capital Improvements for the Community Health Office operations. A motion by Trustee Burke to approve the Resolution Authorizing Hanover Township to submit the 2010 CDBG application #0203103 was seconded by Trustee Benoit. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.

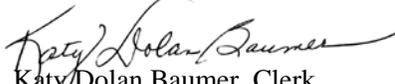
Executive Session: No motion made to go into Executive Session.

Workshop: A motion was made by Trustee Benoit at 7:20 p.m. to recess into a Workshop for the purpose of reviewing the **Facilities and Maintenance Department goals for 2010-11**; the motion was seconded by Trustee Westlund-Deenihan. Roll call: Ayes: Supervisor McGuire, Trustees Benoit, Burke, Krick, Westlund-Deenihan. Nays: none. Motion carried.

Other Business: Last Monday, Mr. McGuire was invited to the Chapel Creek subdivision to talk about the vandalism. The Sheriff's department joined to talk to the residents in this unincorporated area's issues with the crime. Through the Sheriff's police, our EMA department will work with them to provide adequate surveillance and coverage of the area. The police have been asked to work with Messrs. Barr and Page.

Adjournment: Being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:49 p.m. Motion was made by Trustee Benoit to adjourn, seconded by Trustee Burke and followed by a unanimous voice. Motion carried.

Respectfully submitted,


Katy Dolan Baumer, Clerk
Hanover Township

Copy:	Supervisor	Administrator	Attorney	Gail Borden Library
	(4) Trustees	Senior Services	Auditor	Poplar Creek Public Library
	Assessor	Welfare Services	Village of Streamwood	Bartlett Library
	Highway Comm.	Y&F Services	Streamwood Park District	

Hanover Township

Board Audit Report

From 2/4/10 to 2/17/10

Total Town Fund	26,866.63
Total Senior Center	15,088.69
Total Welfare Services	162.12
Total Road and Bridge	107,758.10
Total Mental Health Board	12,850.61
Total Retirement	-
Total Vehicle	-
Total Capital	4,239.65
Total All Funds	<u><u>166,965.80</u></u>

The above has been approved for payment this 17th day of February 2010

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

4:13 PM

02/12/10

Accrual Basis

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103509 - Lending Closet					
Check	2/9/2010	81428	Umang Chadda	Lending Closet Refund	25.00
Total 1103509 - Lending Closet					25.00
Total 1103 - Senior Center - Revenue					25.00
1014 - Town Fund - Expenditures					
101AST - Astor Avenue Project					
1014646 - After School Program					
Check	2/5/2010	81409	Freerksen, Andrea E	Background Checks	40.00
Total 1014646 - After School Program					40.00
1014648 - Supplies					
Check	2/12/2010	81558	Quill Corporation	Inv# 3329192 File Folders/Toner	60.46
Total 1014648 - Supplies					60.46
1014652 - Utilities					
Check	2/5/2010	81407	Comcast	Acct# 8798 10 085 0482792 Monthly Charges	85.89
Check	2/12/2010	81553	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	182.06
Check	2/12/2010	81554	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	379.09
Total 1014652 - Utilities					647.04
1014654 - Travel					
Check	2/5/2010	81409	Freerksen, Andrea E	Mileage Reimbursement	28.00
Check	2/12/2010	81546	Kossler, Stephanie M	Mileage Reimbursement	77.50
Total 1014654 - Travel					105.50
Total 101AST - Astor Avenue Project					853.00
101CAP - Capital Expenditures					
1014430 - Computer Equipment & Software					
Check	2/9/2010	81429	Current Technologies Corporation	Inv# 705345 Onsite Proactive Maintenance	855.00
Total 1014430 - Computer Equipment & Software					855.00
Total 101CAP - Capital Expenditures					855.00
101CHN - Community Health					
1014452 - Office Supplies					
Check	2/12/2010	81531	A1 Trophies & Awards, Inc	Inv# 8398 Office Sign	39.95
Check	2/12/2010	81562	Staples	Inv# 3130892369 Green Cover Stock	7.89
Total 1014452 - Office Supplies					47.84
1014454 - Travel					
Check	2/12/2010	81536	Bredehoeft, Graciella	Mileage Reimbursement	37.59
Total 1014454 - Travel					37.59
1014457 - Equipment Maintenance & Rental					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	107.20

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Accrual Basis

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
Total 1014457 · Equipment Maintenance & Rental					107.20
Total 101CHN · Community Health					192.63
101EMA · EMA - Expenditures					
1014802 · Equipment					
Check	2/9/2010	81433	The Home Depot	Inv# 8124153 Broom/Cable/Log Splitter/Bolt Cutter/Tarp/Rock Salt	852.00
Total 1014802 · Equipment					852.00
1014808 · Education / Training / Travel					
Check	2/12/2010	81556	Kristine Pruski	CPR/AED Training	315.00
Total 1014808 · Education / Training / Travel					315.00
Total 101EMA · EMA - Expenditures					1,167.00
101ISE · Insurance & Employee Benefits					
1014504 · Dental, Vision & Life Insurance					
Check	2/5/2010	81404	Assurant Employee Benefits	Plan# 5390364 Policy Premium	2,202.01
Total 1014504 · Dental, Vision & Life Insurance					2,202.01
Total 101ISE · Insurance & Employee Benefits					2,202.01
101MAIN · Facilities Maintenance					
1014207 · Janitorial Supplies - Astor					
Check	2/9/2010	81427	Bade Paper Products, Inc	Inv# 171890 Cleaning Supplies	211.94
Check	2/12/2010	81535	Blick Art Materials	Inv# 171890 Cleaning Supplies	0.00
Check	2/12/2010	81574	Bade Paper Products, Inc	Inv# 171890 Cleaning Supplies	64.10
Total 1014207 · Janitorial Supplies - Astor					276.04
1014209 · Building Contracts					
Check	2/5/2010	81414	Mid Central Pest Control	Inv# 33785 Pest Control	50.00
Check	2/5/2010	81414	Mid Central Pest Control	Inv# 33782 Pest Control	45.00
Check	2/5/2010	81414	Mid Central Pest Control	Inv# 33783 Pest Control	45.00
Check	2/5/2010	81414	Mid Central Pest Control	Inv# 33784 Pest Control	50.00
Check	2/12/2010	81552	Mid Central Pest Control	Inv# 33875 Pest Control	45.00
Total 1014209 · Building Contracts					235.00
1014210 · Building Maintenance - Town					
Check	2/9/2010	81430	Elgin Key & Lock Co., Inc.	Inv# 69527 Keys	26.56
Check	2/9/2010	81433	The Home Depot	Inv# 2123264 Painting Materials	59.36
Check	2/9/2010	81433	The Home Depot	Inv# 2123289 Blinds	63.95
Check	2/9/2010	81433	The Home Depot	Inv# 8124028 Caulk	26.81
Check	2/9/2010	81433	The Home Depot	Inv# 7124314 Liquid Nail	37.67
Total 1014210 · Building Maintenance - Town					214.35
1014211 · Building Maintenance - Senior					
Check	2/12/2010	81542	Grainger	Inv# 9176048800 Light Bulbs	148.60
Total 1014211 · Building Maintenance - Senior					148.60

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
1014212 - Building Maintenance - Astor					
Check	2/9/2010	81433	The Home Depot	Inv# 126344 Blinds/LightBulbs/Batteries	178.23
Total 1014212 - Building Maintenance - Astor					178.23
1014213 - Equipment Maintenance - Town					
Check	2/5/2010	81410	Interact Business Products, LLC	Inv# 48105 Copy Charges	259.41
Check	2/9/2010	81433	The Home Depot	Inv# 4122587 Snow Brushes	256.75
Total 1014213 - Equipment Maintenance - Town					516.16
1014214 - Equipment Maintenance - Senior					
Check	2/9/2010	81433	The Home Depot	Inv# 4127846 Line Cord/Miscellaneous	83.88
Total 1014214 - Equipment Maintenance - Senior					83.88
1014215 - Equipment Maintenance - Astor					
Check	2/9/2010	81433	The Home Depot	Inv# 32438 Gutter & Soffit Repair	100.21
Total 1014215 - Equipment Maintenance - Astor					100.21
1014218 - Vehicle Maintenance - Town					
Check	2/9/2010	81433	The Home Depot	Inv# 2035342 Snow Plow Repair	76.92
Check	2/12/2010	81545	John's Car Wash	Car Washes - Jan 2010	12.00
Total 1014218 - Vehicle Maintenance - Town					88.92
1014225 - Grounds Maintenance					
Check	2/9/2010	81433	The Home Depot	Inv# 3128176 Angle Gauge/Misc Supplies	101.45
Total 1014225 - Grounds Maintenance					101.45
1014227 - Miscellaneous					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	378.72
Total 1014227 - Miscellaneous					378.72
Total 101MAIN - Facilities Maintenance					2,321.56
101THE - Town Hall Expense					
1014403 - Utilities - Town					
Check	2/5/2010	81424	Village of Bartlett	Acct# 51470 Water/Sewer	215.91
Total 1014403 - Utilities - Town					215.91
Total 101THE - Town Hall Expense					215.91
101TOE - Town Office Expense					
1014404 - Office Supplies					
Check	2/5/2010	81405	A1 Trophies & Awards, Inc	Inv# 8400 Nameplate	10.00
Total 1014404 - Office Supplies					10.00
1014406 - Printing					
Check	2/5/2010	81413	Kwik Print	Inv# 40238 Letterhead/Envelopes	205.20
Total 1014406 - Printing					205.20
1014408 - Salaries					

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Accrual Basis

**Hanover Township
Board Audit Report
February 4 - 17, 2010**

Type	Date	Num	Name	Memo	Amount
Check	2/5/2010	81416	Paige Personnel Services	Inv# 157558 Part Time Office Temp Help	38.08
Check	2/9/2010	81432	Paige Personnel Services	Inv# 157721 Part Time Office Temp Help	114.24
Total 1014408 · Salaries					152.32
1014414 · Memberships, Subs & Publication					
Check	2/9/2010	81426	ASPA	Id# 90259 Member Renewal	125.00
Check	2/12/2010	81563	Township Officials of Illinois-Trstee Div	Membership	30.00
Total 1014414 · Memberships, Subs & Publication					155.00
1014429 · Miscellaneous					
Check	2/12/2010	81544	Imperato, Mary Jo	Sympathy Flower Arrangement	60.00
Total 1014429 · Miscellaneous					60.00
1014530 · Financial Administration					
Check	2/9/2010	81431	Governmental Accounting, Inc	Inv# 5083 Monthly Contract Billing	4,386.33
Total 1014530 · Financial Administration					4,386.33
1014531 · Community Affairs					
Check	2/12/2010	81521	U.S. Postal Service	Newsletter Postage	7,466.70
Total 1014531 · Community Affairs					7,466.70
Total 101TOE · Town Office Expense					12,435.55
104ASR · Assessor's Division					
1044413 · Travel Expense					
Check	2/5/2010	81420	Smogolski, Thomas S	Lodging/Mileage	483.44
Total 1044413 · Travel Expense					483.44
1044415 · Dues, Subs & Publications					
Check	2/12/2010	81561	The Sidwell Company	Inv# 79244 Cook County Lease Atlases	910.00
Total 1044415 · Dues, Subs & Publications					910.00
1044419 · Training					
Check	2/5/2010	81420	Smogolski, Thomas S	Appraisal Classes	460.00
Total 1044419 · Training					460.00
Total 104ASR · Assessor's Division					1,853.44
107CLK · Clerk's Department					
1074204 · Travel Expense & Seminars					
Check	2/12/2010	81539	Dolan Baumer, Kathleen M	Mileage Reimbursement	32.50
Total 1074204 · Travel Expense & Seminars					32.50
1074216 · Miscellaneous					
Check	2/12/2010	81539	Dolan Baumer, Kathleen M	Cell Phone Usage April-June 09	150.00
Check	2/12/2010	81539	Dolan Baumer, Kathleen M	Cell Phone Usage July-Sept 09	150.00
Check	2/12/2010	81539	Dolan Baumer, Kathleen M	Cell Phone Usage Oct-Dec 09	150.00
Total 1074216 · Miscellaneous					450.00

**Hanover Township
Board Audit Report
February 4 - 17, 2010**

Type	Date	Num	Name	Memo	Amount
1074217 - Passport Expenditures					
Check	2/12/2010	81562	Staples	Inv# 3130892368 Passport Print Pack	219.99
Total 1074217 - Passport Expenditures					219.99
Total 107CLK - Clerk's Department					702.49
109YFS - Youth & Family Services					
1094611 - Education & Training					
Check	2/5/2010	81400	Mills, Dawn H	Parent/Child Interaction Training	50.00
Total 1094611 - Education & Training					50.00
1094612 - Consulting Fees					
Check	2/5/2010	81402	Michael Kelly LCSW	Consultation	300.00
Total 1094612 - Consulting Fees					300.00
1094618 - Psychiatric Backup					
Check	2/5/2010	81401	Alexian Bros. Behavioral Health Hospital	Follow up Visits January 2010	525.00
Total 1094618 - Psychiatric Backup					525.00
1094619 - Office Supplies					
Check	2/5/2010	81417	Quill Corporation	Inv# 2948450 Rule Pads/Correction Tape/Envelopes	65.22
Check	2/5/2010	81417	Quill Corporation	INv# 3124712 Partition Folder	187.38
Check	2/12/2010	81558	Quill Corporation	Inv# 3260351 Ink Cartridges/Binder Clips	345.32
Total 1094619 - Office Supplies					597.92
1094622 - Miscellaneous					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	223.91
Total 1094622 - Miscellaneous					223.91
1094624 - Intern Stipends					
Check	2/12/2010	81519	Rachel Sherwood	Intern Stipend	380.00
Check	2/12/2010	81520	Kristina Raidy	Intern Stipend	380.00
Check	2/12/2010	81550	Courtney McGraw	Intern Stipend	380.00
Total 1094624 - Intern Stipends					1,140.00
1094627 - Seasonal Open Gym Program					
Check	2/5/2010	81408	Cohen, Michael	Open Gym Supplies	56.12
Total 1094627 - Seasonal Open Gym Program					56.12
1094628 - Tutoring					
Check	2/12/2010	81543	Kristi Holm	Tutoring Services Jan 2010	97.86
Check	2/12/2010	81551	Patricia Maynard	Tutoring Services January 2010	293.58
Check	2/12/2010	81555	Richard Olivarez	Tutoring Services January 2010	195.72
Check	2/12/2010	81557	Maria Petrov	Tutoring Services January 2010	349.50
Total 1094628 - Tutoring					936.66
1094630 - Year-Round Open Gym Program					
Check	2/5/2010	81408	Cohen, Michael	Open Gym Supplies	81.49
Check	2/5/2010	81408	Cohen, Michael	Open Gym Supplies	52.99

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Accrual Basis

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
Check	2/5/2010	81408	Cohen, Michael	Open Gym Supplies	54.00
Check	2/12/2010	81562	Staples	Inv# 3130892370 Case File	49.95
Total 1094630 · Year-Round Open Gym Program					238.43
Total 109YFS · Youth & Family Services					4,068.04
Total 1014 · Town Fund - Expenditures					26,866.63
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104517 · Salaries					
Check	2/5/2010	81416	Paige Personnel Services	Inv# 157417 Part Time Office Temp Help	266.56
Check	2/9/2010	81432	Paige Personnel Services	Inv# 157634 Part Time Office Temp Help	333.20
Total 1104517 · Salaries					599.76
1104524 · Utilities					
Check	2/12/2010	81564	Village of Bartlett	Acct# 62447 Water/Sewer	182.25
Total 1104524 · Utilities					182.25
1104527 · Equipment Purch/Rental/Repair					
Check	2/12/2010	81532	The Alphabelt Shop, Inc	Inv# 32417 Veterans Hall Sign	198.00
Check	2/12/2010	81559	Pitney Bowes, Inc	Acct# 2020-9276-86-2 Ink Cartridge	76.99
Total 1104527 · Equipment Purch/Rental/Repair					274.99
1104528 · Supplies					
Check	2/5/2010	81405	A1 Trophies & Awards, Inc	Inv# 8397 Name Tags	15.90
Check	2/12/2010	81562	Staples	Inv# 3130892371 Calendars/Batteries/Plastic Cutlery/Misc Supplies	146.54
Total 1104528 · Supplies					162.44
1104535 · Travel					
Check	2/5/2010	81423	Varsalona, Kathleen R	Mileage Reimbursement	17.60
Check	2/12/2010	81533	Baptist, Susan L	Mileage Reimbursement	5.77
Total 1104535 · Travel					23.37
1104538 · Community Affairs					
Check	2/12/2010	81547	Kwik Print	Inv# 40234 Senior Survey/Return Envelopes	1,089.60
Total 1104538 · Community Affairs					1,089.60
Total 1104ADM · Administration					2,332.41
1104SOC · Social Services					
1104515 · Programming					
Check	2/5/2010	81421	Safeway, Inc	Acct# 92518 Program Supplies	71.14
Check	2/12/2010	81540	Carol Felvey	Widows Group Meetings (12)	1,200.00
Check	2/12/2010	81549	Learned Conversations	Inv# 430 Clare Oaks Program	340.00
Total 1104515 · Programming					1,611.14
1104516 · Outreach					
Check	2/5/2010	81405	A1 Trophies & Awards, Inc	Inv# 8397 Service Award	24.95

**Hanover Township
Board Audit Report
February 4 - 17, 2010**

Type	Date	Num	Name	Memo	Amount
Total 1104516 · Outreach					24.95
1104520 · Volunteer Services					
Check	2/12/2010	81522	John Zefferey	Home Delivered Meals	82.50
Check	2/12/2010	81523	Richard Nelson (Volunteer)	Home Delivered Meals	12.00
Check	2/12/2010	81524	Mohammed Barodawala	Home Delivered Meals	84.55
Check	2/12/2010	81524	Mohammed Barodawala	Home Delivered Meals	82.35
Check	2/12/2010	81525	Lynne Schiller	Home Delivered Meals	28.00
Check	2/12/2010	81526	Richard Bayer	Home Delivered Meals	36.00
Check	2/12/2010	81527	Clark Krumpos	Home Delivered Meals	54.24
Check	2/12/2010	81528	Leslie Buss	Home Delivered Meals	9.00
Check	2/12/2010	81529	Tom Kuenker	Home Delivered Meals	87.50
Check	2/12/2010	81530	Bill Ludwig	Home Delivered Meals	192.00
Total 1104520 · Volunteer Services					668.14
1104526 · Club 59					
Check	2/5/2010	81415	Plum Grove Printers	Inv# 241295 Newsletter	1,961.52
Total 1104526 · Club 59					1,961.52
1104530 · Nutrition					
Check	2/12/2010	81538	Cuisine America	Inv# 1025 Senior Lunch	1,239.00
Check	2/12/2010	81538	Cuisine America	Inv# 1024 Senior Lunch	1,239.00
Check	2/12/2010	81538	Cuisine America	Inv# 1049 Senior Lunch	1,239.00
Total 1104530 · Nutrition					3,717.00
1104532 · Visual Arts					
Check	2/5/2010	81406	Blick Art Materials	Inv# 8216426 Art Materials	732.95
Check	2/12/2010	81533	Baptist, Susan L	Art Supplies	59.22
Check	2/12/2010	81534	Blick Art Materials	Inv# 8238988 Art Supplies	80.53
Check	2/12/2010	81534	Blick Art Materials	Credit on Account	-36.23
Check	2/12/2010	81548	Krall, Marianne	Mileage Reimbursement	144.53
Total 1104532 · Visual Arts					981.00
Total 1104SOC · Social Services					8,963.75
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	2/5/2010	81411	KO Fleet Maintenance, Inc	Inv# 4342 Fuel Pump Assembly	528.61
Check	2/12/2010	81560	Suburban Tire Auto Care Centers	Inv# 115430 Oil Change	36.45
Total 1104518 · Vehicle Maintenance					565.06
1104550 · Telephone					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	3,202.47
Total 1104550 · Telephone					3,202.47
Total 1104TRN · Transportation					3,767.53
Total 1104 · Senior Center - Expenditures					15,063.69

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
2024 - Welfare Services - Expenditures					
2024ADM - Administration					
2024202 - Office Supplies					
Check	2/12/2010	81562	Staples	Credit for Inv# 3130271176	-34.99
Total 2024202 - Office Supplies					-34.99
2024204 - Equipment Purchase & Rental					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	120.38
Total 2024204 - Equipment Purchase & Rental					120.38
2024205 - Travel & Training					
Check	2/12/2010	81544	Imperato, Mary Jo	Mileage Reimbursement	15.00
Total 2024205 - Travel & Training					15.00
2024213 - Community Affairs / Misc					
Check	2/12/2010	81544	Imperato, Mary Jo	Breakfast Meeting Supplies	61.73
Total 2024213 - Community Affairs / Misc					61.73
Total 2024ADM - Administration					162.12
Total 2024 - Welfare Services - Expenditures					162.12
3034 - Road & Bridge - Expenditures					
3034ADM - Administration					
3034704 - Telephone					
Check	2/5/2010	81403	AT&T Mobility 648	Acct# 827046448 Monthly Charges	249.09
Check	2/5/2010	81419	Sprint	Acct# 162978503 Monthly Charges	190.76
Total 3034704 - Telephone					439.85
Total 3034ADM - Administration					439.85
3034ROD - Road Maintenance					
3034602 - Operating Supplies & Materials					
Check	2/5/2010	81418	Roto Rooter Services Co.	Inv# 02515391397 Sewer Line Cleaning	750.00
Check	2/5/2010	81425	Webmarc Doors	Inv# 2503 Door Repair	595.70
Check	2/9/2010	81433	The Home Depot	Inv# 3111277 Blacktop Patch	90.80
Check	2/9/2010	81433	The Home Depot	Inv# 7124306 Hose Repair/Gloves/Simple Green	103.78
Check	2/9/2010	81433	The Home Depot	Inv# 9126590 Blacktop Patch	75.92
Check	2/9/2010	81433	The Home Depot	Acct Charges	20.00
Check	2/9/2010	81433	The Home Depot	Inv# 4127776 2X GLSBLK	20.64
Total 3034602 - Operating Supplies & Materials					1,656.84
3034607 - Contract Work					
Check	2/12/2010	81537	Chicagoland Paving	Road Resurfacing Project	102,889.80
Total 3034607 - Contract Work					102,889.80
Total 3034ROD - Road Maintenance					104,546.64
303EQM - Equipment					

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02/12/10

Accrual Basis

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
3034609 - Maintenance Vehicles & Equip					
Check	2/5/2010	81412	Kammes Auto & Truck Repair, Inc.	Inv# 106023 Dump Repair/Strobe Light Replacement	1,232.13
Check	2/5/2010	81412	Kammes Auto & Truck Repair, Inc.	Inv# 106004 Light Bulbs/Oil Leak Repair/Exhaust Leak	1,509.72
Check	2/5/2010	81422	Terrace Supply Company	Inv# 597207Z Cylinder Rental	29.76
Total 3034609 - Maintenance Vehicles & Equip					2,771.61
Total 303EQM - Equipment					2,771.61
Total 3034 - Road & Bridge - Expenditures					107,758.10
5054 - Mental Health - Expenditures					
5054ADM - Administration					
5054006 - Personal Expense Reimbursement					
Check	2/12/2010	81570	Habun, Danise	Mileage Reimbursement/Meeting Supplies	95.19
Total 5054006 - Personal Expense Reimbursement					95.19
5054014 - Equip / Database Purch & Maint.					
Check	2/12/2010	81573	Dell Marketing L.P.	Inv# xdmjf3443 Computer	993.50
Total 5054014 - Equip / Database Purch & Maint.					993.50
5054538 - Miscellaneous					
Check	2/12/2010	81575	Sprint	Acct# 897162515 Nov/Dec/Jan/Feb	239.94
Total 5054538 - Miscellaneous					239.94
Total 5054ADM - Administration					1,328.63
5054COM - Community Resource Center					
5054210 - Utilities					
Check	2/12/2010	81569	Village of Streamwood	Acct# 105-0062-00-01 Monthly Charges	17.07
Total 5054210 - Utilities					17.07
5054213 - Janitorial					
Check	2/12/2010	81572	JaniKing	Inv# 02100671 Monthly Contract Billing Feb 2010	414.00
Total 5054213 - Janitorial					414.00
5054286 - Agency Support Services					
Check	2/12/2010	81571	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	22.09
Total 5054286 - Agency Support Services					22.09
Total 5054COM - Community Resource Center					453.16
5054SVC - Service Contracts					
5054136 - Hanover Township Youth & Family					
Check	2/12/2010	81566	Hanover Township Youth and Fam Serv...	Psychiatric Services	300.00
Total 5054136 - Hanover Township Youth & Family					300.00
5054142 - Centro De Informacion					
Check	2/12/2010	81567	Centro de Informacion	MH Services @ Glendale Terrace	7,250.00

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02/12/10

Accrual Basis

Hanover Township Board Audit Report February 4 - 17, 2010

Type	Date	Num	Name	Memo	Amount
Total 5054142 · Centro De Informacion					7,250.00
5054158 · Larkin Center					
Check	2/12/2010	81565	Larkin Center for Children	Adult Mental Health Services	1,625.00
Check	2/12/2010	81565	Larkin Center for Children	Adult Mental Health Services	1,625.00
Total 5054158 · Larkin Center					3,250.00
5054172 · Coutryside In-Home Respite					
Check	2/12/2010	81568	Countryside Association	In-Home Respite	165.62
Total 5054172 · Coutryside In-Home Respite					165.62
5054184 · Countryside C/F Support					
Check	2/12/2010	81568	Countryside Association	Family Support Services	103.20
Total 5054184 · Countryside C/F Support					103.20
Total 5054SVC · Service Contracts					11,068.82
Total 5054 · Mental Health - Expenditures					12,850.61
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	2/9/2010	81433	The Home Depot	Inv# 7124404 YFS Remodel	120.97
Check	2/9/2010	81433	The Home Depot	Inv# 5124929 YFS Remodel	144.04
Check	2/9/2010	81433	The Home Depot	Inv# 4127803 YFS Carpet	1,174.64
Check	2/12/2010	81541	Corporate Design & Developement Group	Inv# D10002-1 Senior Center L.L. Drawings	2,800.00
Total 8084425 · Building & Perm Improvements					4,239.65
Total 8084 · Capital Projects - Expenditures					4,239.65
TOTAL					166,965.80

ADDENDUM NO. ONE dated February 17, 2010 to the Janitorial Services Agreement dated December 16, 2008 between Hanover Township, Cook County Illinois, an Illinois Township (the "Township") and Perfect Cleaning Service, Inc., ("Contractor") (collectively, the "Parties").

RECITALS:

A. The Parties have entered a Janitorial Services Agreement dated December 16, 2008, a copy of which is attached hereto and incorporated herein as Exhibit A (the "Agreement").

B. Under the terms of the Agreement, the Township has the option to renew the Agreement for the 2010 calendar year at a contract sum that is 104% of the 2009 calendar year contract sum.

C. Notwithstanding the foregoing, the Parties have agreed that Contractor will provide the Cleaning Services as set forth and defined in the Agreement at the contract sum set forth in the Agreement for the 2009 calendar year.

NOW THEREFORE, in consideration of the covenants and conditions herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree to amend the Agreement as follows:

1. Term. The term of the Agreement shall be for the twelve month period commencing on January 1, 2010, and ending December 31, 2010, unless sooner terminated as provided in the Agreement (the "Term").

2. Contract Sum. The Contract Sum for the Cleaning Services (as defined in Section 1 of the Agreement) during the Term (as defined above) of the Agreement (unless sooner terminated as provided in the Agreement) is \$2,340.00 per month and includes all costs of Contractor performing the Cleaning Services in strict compliance with the terms and conditions of the Agreement, including but not limited to providing all Cleaning Supplies, and providing not less than two (2) cleaning workers during all hours and days of providing Cleaning Services as provided in the Agreement. Carpet cleaning shall be performed upon the request of the Township. The cost of cleaning all carpeted areas in all three (3) Project Sites in strict compliance with the Specifications and terms and conditions of the Agreement shall be \$420.00 per occurrence, and shall only be performed if requested by the Township. Payments shall be made in accordance with paragraph 4 of the Agreement.

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

[SIGNATURES TO FOLLOW]

HANOVER TOWNSHIP

By: _____
Brian McGuire, Supervisor

Attest:

Katy Dolan Baumer, Clerk

PERFECT CLEANING SERVICE, INC.:

By: _____
Title: _____

Attest:

Title: _____

RESOLUTION _____

A RESOLUTION APPROVING OF AN ADDENDUM TO THE JANITORIAL SERVICES AGREEMENT BETWEEN PERFECT CLEANING SERVICE, INC. AND HANOVER TOWNSHIP

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

SECTION ONE: Addendum No. One dated February 17, 2010 to the Janitorial Services Agreement dated December 16, 2008 between Perfect Cleaning Service, Inc. and Hanover Township (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference (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 February 17, 2010

APPROVED February 17, 2010

Brian P. McGuirre, 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 February 17, 2010, and approved on February 17, 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

February 17, 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:

- ❖ Clerk's Office is pleased to welcome Silvia Stade. She will start on February 17, 2010.
- ❖ Gubernatorial Primary Election:
 - Clerk's Office was a site to provide the Election Judge their supply envelope prior to the Election Day. The Election Judges were able to pick up the materials from the Clerk's Office on January 27 from 8:30 a.m. to 8:00 p.m. and on January 28, 8:30-12:00 p.m. Through this effort and assistance, taxpayers have saved the cost of transporting over 1,937 packets.
 - Clerk Baumer served as the Equipment Manager during the Election Day at the polling place in the Senior Center. Refreshments were offered to the election judges and receiving station employees.
 - Ms Jan Kralovec, Director of Elections, thanked our Township for letting them used our premises as a polling place and receiving station during the Gubernatorial Primary Election on February 2.
 - Special thanks to the Facilities and Maintenance Department for their outstanding assistance during the Primary Election and greatly appreciated giving the judges access to the Senior Center to set up prior to the Election Day. Additionally, thanks to the Senior Center for making the facility available to the voters of suburban Cook County.
- ❖ Preparation for the 160th Annual Town Meeting:
 - Department Heads and Board Members were asked by e-mail for Department/Committee Annual Reports.
 - Department Heads were also asked via e-mail for the Surplus list.
 - Clerk Dolan Baumer and Deputy Clerk Crespo are planning a trip to the office of Cook County Elections to search for Elected Officials/Election Results of the 1800s in order to complete the missing records of the Elected Officials report.
- ❖ Our new Saturday schedule is proving a good decision, as we continue to serve and provide outstanding services to our community; we are still offering hours by appointment in addition to Saturday and our regular hours.
- ❖ Attorney Mraz sent a Notice of Public Hearing on Hanover Township Budget to Daily Herald to be published.
- ❖ Deputy Clerk Crespo attended the recent Township Officials of Cook County Clerk's Association meeting with Clerk Dolan Baumer.

Community Engagement:

- ❖ Our office will participate and 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.

Professional Development:

- ❖ Clerk Dolan Baumer and Bernadith Crespo completed the required FOIA training and received a Certificate of Completion from the Office of the Attorney General.

Records Management:

- ❖ Records Destruction Project: Our office notified the directors in regarding Records Destruction. Each department will have a set date and time to mark their stored files in the Senior Center basement for Disposal or Retention. Our office will provide each department their Records Disposal Certificate that was approved by the Local Records Commission on June 1, 2009 as a guide to what may be destroyed.

Important Dates to Remember:

- February 15 President’s Day – Township Offices Closed
- February 17 Regular Board Meeting - 7:00 p.m.
Streamwood Chamber BAH at New Horizon’s Hair
- February 22 Committee on Youth Meeting – 7:00 p.m.
- March 2 Regular Board Meeting at 7:00 p.m.
- March 6 Breakfast with the Board – 8:30 a.m.
- March 8 Senior Citizen Services Committee Meeting–12:30 p.m.
- March 9 Mental Health Board Meeting – 6:00 p.m.
- March 16 Regular Board Meeting/Public Hearing on Budget & Appropriation Ord at 7:00 p.m.
- March 22 Committee on Youth Meeting – 7:00 p.m.
- March 27 Community Shred – 9:00 a.m. to 12:00 p.m.
US Passport Day – 10:00 a.m. to 3:00 p.m.

Friendly Reminder:

In preparation for the 160th Annual Town Meeting, if you would like to be included in the annual report, please send a report of your office's major successes and challenges by March 1, 2010. Consider putting information regarding your liaison responsibilities, as well. If you have photos, please send those, as well.

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				
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
2010 Total	174	4	0	52

TRISH SIMON RN, BSN
Department of Community Health
February Board Report

H1N1 We continue to offer the vaccination by appointment; free for township residents and \$5.00 for non-residents. It is being offered at local pharmacies as well and the hype has certainly died down for this, but we are still seeing over 20 appointments per week.

Stacy Arriola has accepted the full time RN position! We were excited to have her start full time hours February 8th. As you are aware she was working with us part time for the past year, so this leaves our part time position open. We will be working on filling this part time position in the very near future as well.

The monthly clinics continue to have large numbers. We are going to do a survey at each to evaluate if we are meeting the needs of these residents and better improve our services.

The PSA clinic was held February 11th. We feel it ran smoothly and are anxious to receive the results, evaluate everyone's response and hopefully find Alexian Brothers Medical Group will be interested in sponsoring future clinics. The letters for normal and abnormal results have been reviewed by both Alexian Brothers Medical Group and our Medical Director Dr. O'Malley and approved.

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 will start the screening clinic in March, but per their request will be holding an H1N1 clinic on the 25th of February. I am pleased to be working with the City of Elgin and am certain we will find this to be a great clinic site.

We have established space at Astor in an unused area...if you can believe that! I have been working with Mary Jo and Steve on this and feel have a permanent space will prove beneficial. We will trial this at our next clinic on the 17th of February. We have also taken over the scheduling of this clinic (prior done with YFS at Astor).

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---February 17th 2010

Over the last couple of weeks we have continued moving from one office to another in the YFS Department. We have insulated the exterior walls above the ceiling tiles installed new ceiling tiles, painted walls and installed new carpet and trim. We have completed four offices in YFS and are currently working in the conference room next to Administrator Barr's office.

We held our quarterly (Hey clean the basement day) last week and ask senior staff to take some time to come down and go through there stuff. Much like our basements at home it seems out of site out of mind works here as well.

The senior center has had a few problems within the last couple of weeks, Hot water tank would shut down from time to time, and we would have limited success in restarting the unit. It would fire and run successfully for a few days only to fail again. After exhausting our in-house knowledge we had Climatedp come out. It was then determined that the gas control valve was not operating properly, and a new one was installed. We also where experiencing no heat in the entryway of the front door, We found that the hot water valve was not opening when the room called for heat, after testing the valve it was determined that the valve is not reading the signal from the computer. We have further determined that there must be a short between the computer and the valve. We manually opened the valve until we can find the short.

Recently on our morning inspection of the Township Administration building, we noticed the HVAC system in the YFS was not running, after inspecting the unit we found the inducer motor to be seized. We contacted Climatedp and ordered the motor and had them install it, that morning.

Lastly we continue to provide snow removal and distributing of salt on all the snow days for the four Township buildings. After working out a program I feel comfortable that we have a solid plan in place, and staff knows what is expected of them. Currently on a snow days all Highway department staff Maintenance staff and our food pantry driver have snow removal responsibilities.

Respectively Submitted

Steve Spejcher
Director of Facilities and Maintenance

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

Senior Citizens' Services Committee met Monday, January 11, 2010 at 12:30 p.m. in the Senior Center Dining Room. Gift Shop volunteer, Charlene Ahlin, agreed to request receipts from all vendors. Receipt books were supplied. CNN reported that there will be no deli bar, but sandwiches and soup are available upon request. The Committee agreed to donate \$50 to Joscan Martinez to support his Congressional Youth Leadership Council tip. Suggestions included: afternoon exercise, a request for volunteer reassignment, Gingerbread House a disappointment, and applause for a volunteer drawing instructor.

Programming & Volunteers

- New Year's Celebration, Jan. 6, 2010. Entertainer Larry Levin played favorite tunes on his keyboard for 85 seniors in Veteran's Hall. They even had a New Years' Countdown.
- Jersey Boys : The Township's fourth trip to this play/47 seniors attended.
- Adler Planetarium: 32 seniors saw the "Night Sky Live" in the historic Sky Theatre. 21 seniors/waitlist.
- Lunch Bunch: Benedicts Restaurant, East Dundee. A total of 47 seniors attended two Lunch Bunches.
- Holland Tulip Time Preview. Hanover Township is partnering with American Classic Tours, Inc. to host a fun-filled Holland, Michigan tour. 60 seniors attended an informational session 15 seniors signed up to take the three day tour during Tulip Time.
- Tax Aide Appointments Scheduled at this time through late February. Service began Feb. 2, 2010
- Saturday Volunteer: We are pleased that Lakshmi Murthy is volunteering with us on Saturdays. She assists with clerical duties as well as lending closet.
- Saturday Programming: Laughter Yoga- 15 people joined in the class conducted by Director. Sudoku- Transportation Manager hosted the Sudoku puzzle game for a few seniors. Super Soups. 20 seniors attended cooking class held in Veteran's Hall conducted by senior volunteer, Nellie Lannin and Program manager, Tracey Colagrossi.
- Computer Classes: Facebook, Computer Basics, Mail Merge, Picassa

Social Services

- Staff attended the Circuit Breaker and Illinois Cares Rx training facilitated by IDOA & Senior Health Insurance Program (SHIP). The training also focused on Extra Help and Medicare Savings Programs. Our Social Services team also met/trained our 4 Circuit Breaker volunteers as they will be assisting seniors in filing applications throughout Tax Aide season.
- A new Senior Companion volunteer fulfills our maximum of two for the program.
- **Our Social Services staff are now certified through AIRS (Alliance of Informational and Referral Systems) as Certified Information and Referral Specialists in Aging (CIRS-A)**
- The Positive Action Group is working on making sleeping mats made out of plastic bags for the homeless.
- Social Services Programs: Shoulder Pain Seminar (Suburban Orthopedics), Friendly Outreach Programs (Social Services Staff), Home Repairs Made Possible (Northwest Housing Partnership), Foot Spa Clinic (Homebound Health Care), Grief Support Group (Monarch Hospice), Caregiver Support Group (Catholic Charities & Hanover Township Senior Services) Preventing Senior Fraud (Attorney General's Office & Age Options), CEDA REACH Program-individual Case Management for utility bills, Take Charge of Your Health and Positive Action Group

Transportation: Comparison of three medi-van proposals as alternative transportation has been completed , but not acted upon due to current budget constraints.

Administration: Volunteer Coordinator & Program Assistant Hired: Suzanne Powers has been hired for the senior services position. Suzanne brings skills acquired from her various internships including working for the Pentagon, a homeless shelter and Walt Disney World, Florida. She has achieved certification in Volunteer Management and holds a Master's Degree in Public Service Management from DePaul University.

Hanover Township Senior Services Monthly Report ~ January 2010

Programming Division	
<i>Recreation</i>	
57	# Planned programs at Senior Center
1255	# Participants at Senior Center
4	# Offsite trips & events
126	# Program participants on trips & offsite events
24	# Wait listed (unduplicated) for trips only
38	# Names added to Newsletter Mailing List
<i>Arts & Crafts</i>	
27	# Art classes
301	# Art class participants
<i>Computer Classes</i>	
26	# Computer classes
259	# Computer class participants
<i>Volunteers</i>	
2	# New requests for volunteers
5	# New volunteers
875	# Volunteer hours reported
1104	# Meals delivered by volunteers
420	# Congregate meals served
Social Services Division	
1179	# Active cases
538	# Contacts with active cases
643	# Telephone calls
87	# Office appointments
2	# Home visits
222	# Referrals given to clients to contact other agencies
209	# Outside resources contacted on behalf of clients
0	# Elder abuse referrals
	# Medicare counseling sessions
20	# Energy Assistance programs
312	# Prescription drugs & health insurance assistance
22	# Public Aid programs
17	# RTA Senior & Disabled Ride Free
12	# Social Service programs at Senior Center
161	# Social Service program participants
43	# Lending Closet transactions
0	# Unmet needs (services of referrals not available)
Transportation Division	
1297	# One-way rides given
203	# Individuals served – unduplicated
20	# New riders
140	# Riders under 60
253	# Rides given to disabled
102	# Wheelchair assisted rides
196	# Rides to dialysis
218	# Rides to Victory Centre of Bartlett
35	# Unmet requests for rides

WELFARE SERVICES
BOARD REPORT
February 2010

February has been spent expanding our knowledge of available resources.

- January 20, 2010, Kristin Cumbo attended Deputy Registrar Training through Clerk Dolan Baumer's office.
- January 27, 2010, we met with Shelter Inc. at Astor to learn about their services.
- February 4, 2010, met with School district U46 to explore possible work arrangements for their special education students.
- February 8, 2010, Centro de Informacion and Elgin Cooperative Ministries attended a coffee at Astor to share information about services and exchange information on resources.
- February 25-26, 2010, four auxiliary staff will be attending LIHEAP training. These trained volunteers will be able to process LIHEAP applications for residents allowing us to serve more clients on a timely basis.
- March 5, 2010, Kristin, Lissete and I will be attending All Kids training so we are able to process applications for qualified families.
- We are awaiting dates for CEDA Furnace Program Training.

On February 4, 2010 I met with the Greater Chicago Food Depository to discuss entering into an agreement to purchase food pantry items from them. Currently we purchase through the Northern Illinois Food Bank, because we are not located in DuPage County we are not eligible for all items. After researching the Greater Chicago Food Depository it was discovered that prices on most items were less expensive and the items could be picked up at the Willow Creek Food Pantry.

After our walk thru they determined no changes were needed to be in compliance with their program.

Food Pantry Manager Lori Orozco and I are scheduled to tour the Greater Chicago Food Depository on February 22, 2010.

Administrative Assistant Lissete Bonilla has been working within the community collecting candy and small toy donations for the Easter bag give-away.

GENERAL ASSISTANCE:

Since the General Assistance audit all files have been converted to the new folder styles and are compliant with the program guidelines. This has been a lengthy process to ensure that all documents are located in the same place in each file.

A representative from CEDA continues to come to Astor Avenue on a weekly basis to see clients offering many services to help with rent and utility bills as well as other resources available through CEDA.

Our current General Assistance clients continue to do job searches as a requirement of the program and one client this month found full time work and has been terminated from receiving benefits.

FOOD PANTRY:

The food pantry was the recipient of \$980.00 from the DuPage County Farm Bureau Food Check-Out Day at the Jewel in Bartlett. Lori and I were excited to attend this event and see the expressions of the people who were chosen.

In the Executive Staff meeting it was decided to convert the computer lab at Astor Avenue for food pantry overstock items. These items are currently being stocked at the Senior Center lower level. This change will allow all food donations to be delivered, stocked and stored at Astor and will be more efficient with less trips having to be made.

Willow Creek will be donating four additional shelving units to used at Astor for stocking and storing overstock items.

New food pantry cards are being issued to all food pantry patrons. All cards are being issued with an expiration date of March 31, 2011.

We are fortunate to have our staff of volunteers who staff the pantry Tuesday thru Saturday. These volunteer's stock shelves, make bags and greet residents. Our volunteer base continues to grow weekly once all background information is received.

INTERESTING FACTS:

General Assistance Active Clients: 10
General Assistance Client Appointments: 30
Walk-Ins – emergency: 12
Terminated: 1 – Client found employment
LIHEAP Applications - January 1 thru February 9: 122
Access to Care Applications Processed Since January: 6
Weatherization Applications: 9

Food Pantry Statistics:

January:

568 Households
63 New Applications
25 Donations

February: (as of 2/9/10)

138 Households
30 New Applications
9 Donations

General Walk-Ins – 262 since January 2010.

Requested Information Included: Rent assistance, LIHEAP, Homelessness, Job Search and other financial matters.

UPCOMING EVENTS:

March 17, 2010 – Easter Bag Filling at Senior Center

March 30, 2010 – Supervisor’s Community Service Award Banquet

March 31, 2010 – Mobile Food Pantry at Administration Building Parking Lot

April 7, 2010 – Veteran Honor Roll Dinner

Welfare Services will continue to explore resources to benefit residents and is committed to improving the welfare of needy residents; and to serve them promptly with dignity and with fairness.

Respectfully submitted,

Mary Jo Imperato

Welfare Services Director

Hanover Township Youth and Family Services

Board Report

2/17/10

1. Michael S. Kelly, Loyola University Professor and YFS consultant and John Parquette, LCSW, presenting at Streamwood High School's staff meeting on Wednesday, January 20th, 2010. Presentation was to inform the staff on the purpose and plan for conducting research. We are still waiting for Loyola University's Research Review Board to approve the project. Once approved, we are set to start securing informed consents and parental permissions.
2. Tutoring Program has started for the second semester. The program is full. The Parent Tutoring Group started on Monday, February 8th, and is going well. The Group is being facilitated by Kristina Raidy, a second year Masters intern.
3. Volunteer recruitment for teens is occurring at Bartlett and South Elgin High Schools. Recruitment will also be occurring at Streamwood and Elgin High Schools, and at St. Edwards High School in Elgin. Volunteers have begun assisting at Open Gym by providing dance lessons and assisting with recreational programming.
4. A launch date has been set for a Girl Power Group at Canton Middle School, Wednesday, March 3rd, 2010. The group has been designed based on best practices and with consultation from Dr. Julia Pryce from Loyola University. The group will be led by Stephanie Kossler, Prevention Specialist, with assistance from Courtney McGraw, a second year Masters intern.
5. Open Gym successfully moved from Nature Ridge Elementary to Bartlett Elementary School. Bartlett Elementary has embraced our program with capacity and growing numbers. Some of the Nature Ridge Elementary students are able to attend at the Bartlett Elementary location.
6. John Parquette, LCSW, has completed working on the School District U-46 Budget Advisory Task Force. The Task Force recommendations can be viewed online at <http://www.u-46.org/spps/ahpg.cfm?spgid=302>
7. John Parquette, LCSW, and Susan Alborell, LCSW will be meeting with Larry Mraz, Township Attorney, on Tuesday, February 16th, 2010, to complete revisions of clinical documentation, part of FY 10 goal one.
8. First round of interviewing for the Outreach and Prevention Services Coordinator and part time Bilingual Outreach Worker positions is occurring. Prior search resulted in no one making it past the group interviewing process.
9. Outreach and Prevention Services will be hosting a Free Application for Federal Aid (FAFSA) College Financial Aid Workshop on Tuesday, February 23rd, 2010. The workshop will be held at Streamwood High School, room C146, from 6:00-7:30PM. YFS and a representative from the Illinois Student Assistance Commission will be providing residents with information on application for financial aid and will provide on-site assistance with the application process.
10. Stephanie Kossler, Prevention Specialist, has begun working in several Elementary Schools providing small group services to address social skills, acting out behaviors, and bullying. Hanover Countryside Elementary School has three fifth grade 3 groups, Laurel Hill Elementary School has three groups of 3rd, 4th, and 5th grade students, and work is being completed to start groups at Ridge Circle Elementary School. Stephanie has also implemented groups at the following Open Gym sites: Lords Park Elementary School and Ontarioville Elementary School.
11. Five families presented for Family Therapy since last report. Two are Spanish-speaking and three are English-speaking families. Of the five families, one is a Streamwood resident, two are Bartlett residents, and two are Hanover Park residents.

VETERAN'S ADVOCATE REPORT.....FEBRUARY 2010

SHORT MONTH.....SHORT ACTIVITY LIST.

HAD A NUMBER OF VETERANS COME IN FOR ASSISTANCE IN FILLING OUT APPLICATIONS FOR HEALTH CARE. SIGNED UP A COUPLE FOR OUR "VETERANS HONOR ROLL" INCIDENTALLY, THE VETERANS ARE PLEASED WITH THE RE-NAMING OF "VETERANS HALL"

THE BOARD IS TO ^{BE} COMMENDED FOR MAKING THIS CHANGE. IT MADE THE VETERANS HAPPY FOR MORE, WELL DESERVED RECOGNITION, AND PUTS A BRIGHTER SPOTLIGHT ON THE HONOR ROLL ITSELF.

WAS ABLE TO GET GLASSES FOR A VETERAN THROUGH OUR LOCAL "LIONS CLUB" (HE WAS EXTREMELY PLEASED). AT THE PRESENT TIME, I AM TRYING TO GET A HEARING AID FOR ANOTHER VETERAN. THIS IS MORE INVOLVED AND TAKES MORE TIME AND EFFORT.

HAVE BEEN IN CONTACT WITH THE VFW POST IN STREAMWOOD. THEY ARE IN THEIR NEW LOCATION. WE WORK WITH THEM AS MUCH AS WE CAN. THEY ARE PLANNING A FORUM FOR VETERANS IN MAY, AND HAVE ASKED ME TO PARTICIPATE. I WILL BE HAPPY TO DO.

I ALSO BEEN INVOLVED THE BARTLETT VETERANS MEMORIAL COMMITTEE, AND IT FINALLY APPEARS THAT WE WILL A MEMORIAL LATER THIS SUMMER.

ALL IN ALL, EVERYTHING ON THE VETERANS FRONT SEEMS TO BE GOING GOOD. I THINK THAT SOME BETTER WEATHER WILL BRING MORE OF THEM OUT.

I ALSO WROTE MY ANNUAL RE PORT, AND HAVE GIVEN IT TO THE CLERK.

EVERY VETERAN, I DEAL WITH , AND THEIR FAMILIES , ARE VERY PLEASED WITH THE SUPERVISOR AND THE BOARD FOR THEIR EFFORTS TO HELP THEM.

BILL TIKNIS, VETERANS ADVOCATE

