



250 S. Route 59, Bartlett, Illinois 60103

**Regular Meeting of the Township Board**

**May 27, 2008**

**7:00 PM**

**AGENDA**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Town Hall (Public Comments)
- V. Presentations
  - A. Veteran's Honor Roll
    1. PFC Paul Bolliger
    2. PFC Jim Doyle
    3. PFC John Killham
    4. PFC Ernie Reynolds
    5. CPT Ted Sirek
    6. SP5 George Wasserstrass (Inducted 4/22/08)
- VI. Supervisor's Report
- VII. Clerk's Report
  - A. Approve Executive Session Minutes of March 25, 2008
  - B. Approve Executive Session Minutes of April 22, 2008
  - C. Approve Regular Meeting Minutes of April 22, 2008
- VIII. Assessor's Report
- IX. Highway Commissioner's Report
- X. Treasurer's Report
- XI. Bill Paying
- XII. Old Business
- XIII. New Business
  - A. Resolution to Adopt Cleaning Service Contract
  - B. Consideration of Comprehensive Revisions to Personnel Policy
- XIV. Department Reports
- XV. Executive Session
- XVI. Workshop
- XVII. Other Business
- XVIII. Adjournment

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

**MAY 27, 2008**

**CALL TO ORDER:**

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

**ROLL CALL:**

Supervisor Kelly asked Clerk McGuire to call roll.

Present were: Supervisor Kelly, Clerk McGuire, Trustees Goffinski, Kramer and Westlund-Deenihan.

Absent: Trustee Dolan Baumer.

Staff present: Township Administrator James Barr, Assessor Thomas Smogolski, Highway Commissioner P. Craig Ochoa, Youth and Family Services John Parquette, Director of the Mental Health Board Danise Habun, Director of Senior Services Barbara Kurth Schuldt, Operations Manager Rick Nelson and Township Attorney Laurence Mraz.

**TOWN HALL (Public Comments):**

Supervisor Kelly asked if there was anyone in the audience that had any comments to make or questions to ask. There was no response.

**PRESENTATIONS:**

Clerk McGuire invited the Board and Mayor Rodney Craig of Hanover Park to come around the podium and join him in presenting a Certificate of Appreciation to Honor Roll Veteran PFC John Killham in recognition of his service to our country.

Clerk McGuire and the Board presented Certificates of Appreciation to Honor Roll Veterans PFC Paul Bolliger, PFC Jim Doyle, PFC Ernie Reynolds, SP4 George Wasserstrass and CPT Ted Sirek in recognition of their service to our country.

**SUPERVISOR'S REPORT:**

Supervisor Kelly thanked all departments for their help with the job fair expo held on May 21, 2008, at Tefft Middle School.

**CLERK'S REPORT:**

Motion by Trustee Goffinski, seconded by Trustee Westlund-Deenihan to approve Executive Session Minutes of March 25, 2008 and Executive Session Minutes of April 22, 2008. Roll Call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

Motion by Trustee Goffinski, seconded by Trustee Westlund-Deenihan to approve Regular Meeting Minutes of April 22, 2008. Roll Call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

Clerk McGuire reminded the Board Operation Support Our Troops Marathon will be on June 13<sup>th</sup> and 14<sup>th</sup>.

**ASSESSOR'S REPORT:**

Assessor Thomas Smogolski had no news to report.

**HIGHWAY COMMISSIONER'S REPORT:**

Highway Commissioner P. Craig Ochoa reported a new riding lawn mower has been purchased for the Highway Department.

Highway Commissioner P. Craig Ochoa informed the Board Andy Lambercht has been hired for the Highway Associate position.

Highway Commissioner P. Craig Ochoa reported he attended a National Incident System Management Seminar and is now certified for emergency management situations.

**TREASURER'S REPORT:**

Motion by Trustee Kramer, seconded by Trustee Goffinski to approve the Treasurer's Report subject to audit. Roll Call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

**BILL PAYING:**

A.	Town Fund	\$	34,252.97
B.	Senior Center Fund	\$	12,385.94
C.	Welfare Services	\$	914.91
D.	Road and Bridge	\$	13,354.39
E.	Mental Health	\$	19,268.33
F.	Retirement	\$	-
G.	Vehicle	\$	-
TOTAL 1 <sup>st</sup> SET OF BILLS:		\$	80,176.54

Motion by Trustee Kramer, seconded by Trustee Goffinski to pay the 1<sup>st</sup> set of bills as submitted. Roll call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

**2<sup>nd</sup> SET OF BILLS:**

A. Arrow Road Construction \$ 15,896.00

TOTAL 2<sup>nd</sup> SET OF BILLS: \$ 15,896.00

Motion by Trustee Goffinski, seconded by Trustee Westlund-Deenihan to pay the 2<sup>nd</sup> set of bills subject to receipt of Contractors Sworn Statement, Final Lien Waivers and Township Attorney approval. Discussion. Roll call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

**3<sup>rd</sup> SET OF BILLS:**

A. Examiner \$ 100.00

TOTAL 3<sup>rd</sup> SET OF BILLS: \$ 100.00

Motion by Trustee Kramer, seconded by Trustee Goffinski to pay the 3<sup>rd</sup> set of bills as submitted. Roll call: AYES: Trustees Goffinski, Kramer and Westlund-Deenihan. Supervisor Kelly abstain. NAYS: None. Motion Carried.

**OLD BUSINESS:**

No old business to report.

**NEW BUSINESS:**

Discussion regarding cleaning service contract with Perfect Cleaning, Inc.

Motion by Trustee Kramer, seconded by Trustee Goffinski approving Resolution No. 5/27/08-01 approving of the Janitorial Services Agreement between Perfect Cleaning Service, Inc. and Hanover Township. Roll call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

Administrator James Barr addressed comprehensive revisions to Personnel Policy. Discussion regarding revisions. Discussion to provide a copy of existing policy for the Board to review and place on agenda at the next board meeting.

## **DEPARTMENT REPORTS:**

**FACILITIES AND MAINTENANCE:** Operations Manager Rick Nelson reported bids are being accepted for the concrete sidewalk installation. A complete Facilities and Maintenance report was included in board packets for review.

**MENTAL HEALTH BOARD:** Director of the Mental Health Board Danise Habun thanked Clerk McGuire and Supervisor Kelly for attending the Swearing in Ceremony of the Mental Health Board members on May 20, 2008.

**SENIOR SERVICES:** Director of Senior Services Barbara Kurth Schuldt reported the Volunteer luncheon was held on May 16, 2008 at the Seville. Approximately 250 volunteers attended.

Discussion regarding \$5,000.00 grant on Health Promotion and Disease Prevention Post Site Senior Services applied for in April.

May 1, 2008, the Senior Committee met to discuss ideas regarding expansion of the lower level in the Senior Center.

**YOUTH AND FAMILY SERVICES:** Youth and Family Services John Parquette reported the 10 year tutoring celebration was a big success. Over 150 attended the event.

Discussion to offer summer parenting classes due to families showing interest.

Family Therapy reopened on May 5, 2008.

Job Fair Expo held on May 21, 2008 was a huge success with approximately 600 in attendance. Age groups ranged from teens through seniors. Trustee Westlund-Deenihan thanked everyone for all their hard work and efforts. Many companies conducted on-site interviews. Discussion to host another Job Fair Expo in the near future.

## **EXECUTIVE SESSION:**

Motion by Trustee Kramer, seconded by Trustee Westlund-Deenihan to adjourn into Executive Session pursuant to Section 2C1 of the Open Meetings Act regarding personnel and Section 2C5 of the Open Meetings Act regarding the Purchase or Lease of Real Estate for use by Hanover Township. Roll Call: AYES: Trustees Goffinski, Kramer, Westlund-Deenihan and Supervisor Kelly. NAYS: None. Motion Carried.

Adjourned into Executive Session at 7:38 PM.

Returned from Executive Session at 9:30 PM.

## **WORKSHOP:**

Discussion regarding Township funding and banking. Discussion on lowering of interest rates, loans and investments. Discussion regarding Township accounts and branch of banks.

Discussion regarding Advisory Committee's. Discussion regarding function of the Committee Liaison. Discussion to add Committee Liaison to board meeting agenda. Discussion to form a Senior Center Advisory Board. Discussion on Committee on Youth members and their function. Discussion to have Committee Liaison's attend an orientation training program reviewing state statutes.

Discussion regarding rules and regulations of committees. Discussion regarding recruitment process of committee members.

## **OTHER BUSINESS:**

Clerk McGuire congratulated Trustee Goffinski on his recent promotion becoming President of the Township Trustees Division of Cook County (TOCC).

Trustee Goffinski thanked the Clerk's Office and Administration for their participation and presentation at the Trustee's dinner.

Trustee Goffinski thanked all departments and staff who attended the Job Fair Expo and commented on the success of the event.

## **ADJOURNMENT:**

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

Adjourned 9:45 PM.

Respectfully submitted,



Brian P. McGuire, Clerk  
Hanover Township

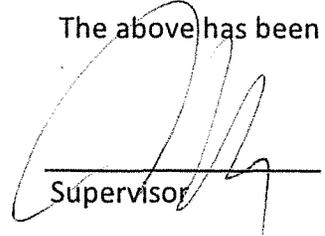
Copy: Supervisor  
(4) Trustees  
Assessor  
Highway Commissioner  
Attorney  
Auditor  
Administrator  
Mental Health Board

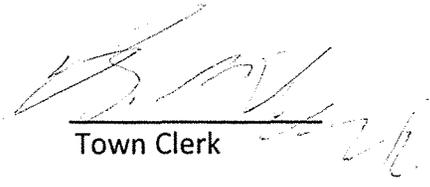
Senior Services  
Welfare Services  
Youth & Family Services  
Bartlett Library  
Gail Borden Library  
Poplar Creek Library  
Village of Streamwood

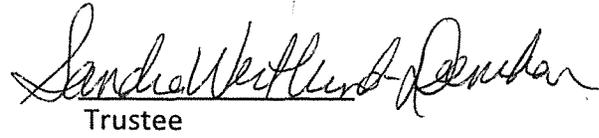
**Hanover Township**  
Board Audit Report  
From 05/14/08 to 05/27/08

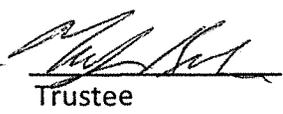
Total Town Fund	34,352.97
Total Senior Center	12,385.94
Total Welfare Services	1,871.76
Total Road and Bridge	29884.85
Total Mental Health Board	19,268.33
Total Retirement	
Total Vehicle	
 Total All Funds	<u><u>97,763.85</u></u>

The above has been approved for payment this 27th day of May 2008

  
\_\_\_\_\_  
Supervisor

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

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Trustee

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Trustee

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05/23/08

Accrual Basis

## Hanover Township Board Audit Report May 14 - 27, 2008

Type	Date	Num	Name	Memo	Amount
<b>1103 · Senior Center - Revenue</b>					
<b>1103509 · Lending Closet</b>					
Check	5/16/2008	69636	Refund	Lending CLoSet Refund	-25.00
Check	5/16/2008	69651	Refund	Lending Closet Refund	-10.00
Check	5/16/2008	69663	Refund	Lending Closet Refund	-20.00
Total 1103509 · Lending Closet					-55.00
Total 1103 · Senior Center - Revenue					-55.00
<b>1014 · Town Fund - Expenditures</b>					
<b>101AST · Astor Avenue Project</b>					
<b>1014648 · Supplies</b>					
Check	5/20/2008	69674	Hinckley Springs	Acct# 16634266291538 Office Drinking Water	-66.84
Total 1014648 · Supplies					-66.84
<b>1014664 · Professional Services</b>					
Check	5/20/2008	69668	Chicago Magic Show	Performance Fee 05/14/08	-95.00
Total 1014664 · Professional Services					-95.00
Total 101AST · Astor Avenue Project					-161.84
<b>101CAP · Capital Expenditures</b>					
<b>1014425 · Building Improvements</b>					
Check	5/16/2008	69638	Grainger	Credit# 9622086875	399.68
Check	5/16/2008	69638	Grainger	Inv# 9621343434 Troffer Fixture - Nurses Project	-689.04
Check	5/16/2008	69647	Menard's	Inv# 5045 Nurses Project	-506.35
Check	5/16/2008	69657	Reinke Interior Supply Co., Inc	Inv# 30001584 Nurse Project Supplies	-89.04
Check	5/16/2008	69659	The Home Depot	Nurses Project Materials	-594.40
Check	5/23/2008	69795	PSI Mechanical, Inc.	Heat and Air to Nurses Office	-875.00
Total 1014425 · Building Improvements					-2,354.15
<b>1014430 · Computer Equipment &amp; Software</b>					
Check	5/20/2008	69670	Current Technologies Corporation	Inv# 701475 Proactive Maintenance	-1,520.00
Total 1014430 · Computer Equipment & Software					-1,520.00
Total 101CAP · Capital Expenditures					-3,874.15
<b>101CHN · Community Health Nurse</b>					
<b>1014452 · Office Supplies</b>					
Check	5/16/2008	69642	Imperato, Mary Jo	Office keys	-6.45
Total 1014452 · Office Supplies					-6.45
Total 101CHN · Community Health Nurse					-6.45
<b>101ISE · Insurance &amp; Employee Benefits</b>					
<b>1014507 · Flex Plan</b>					
Check	5/16/2008	69660	TASC	Inv# 2800100359 Debit Card Fees	-17.60
Check	5/16/2008	69660	TASC	Inv# 2800100358 Admin Fees	-57.50

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Accrual Basis

**Hanover Township**  
**Board Audit Report**  
 May 14 - 27, 2008

Type	Date	Num	Name	Memo	Amount
Total 1014507 · Flex Plan					-75.10
Total 1011SE · Insurance & Employee Benefits					-75.10
<b>101MAIN · Facilities Maintenance</b>					
<b>1014206 · Janitorial Supplies - Senior</b>					
Check	5/23/2008	69796	Sam's Club	Acct# 771 5 09 0177375227 Cleaning Supplies	-181.05
Total 1014206 · Janitorial Supplies - Senior					-181.05
<b>1014208 · Housekeeping Contract</b>					
Check	5/16/2008	69654	Perfect Cleaning Service, Inc.	Inv# 28174 Janitorial Service May 08	-2,340.00
Total 1014208 · Housekeeping Contract					-2,340.00
<b>1014209 · Building Contracts</b>					
Check	5/16/2008	69626	Cooling Equipment Service, Inc	Inv# 12874 Service Contract	-622.12
Check	5/23/2008	69776	ADT Security Services Inc	Inv# 71524736 Security Monitoring	-72.00
Check	5/23/2008	69789	Mid Central Pest Control	Inv# 25731 Pest Service	-100.00
Total 1014209 · Building Contracts					-794.12
<b>1014210 · Building Maintenance - Town</b>					
Check	5/16/2008	69656	Polar Heating and Cooling, Inc	Inv# 3369 RTU Maintenance	-200.30
Check	5/16/2008	69659	The Home Depot	Laser Level / Misc Supplies	-148.20
Total 1014210 · Building Maintenance - Town					-348.50
<b>1014213 · Equipment Maintenance - Town</b>					
Check	5/16/2008	69659	The Home Depot	Couplings/valves/Switchless	-255.14
Check	5/23/2008	69781	Cummins NPower, LLC	Inv# 711-5043 Coolant and Thermostat Replacement	-1,034.45
Total 1014213 · Equipment Maintenance - Town					-1,289.59
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	5/16/2008	69635	Elgin Key & Lock Co., Inc.	Inv# 61916 Door Lock Maintenance	-217.50
Check	5/16/2008	69637	Fox Valley Fire & Safety	Inv# 439520 Sprinkler Inspection	-312.00
Check	5/16/2008	69639	Hansen's Service	Inv# 26063 Filters & Equipment	-285.95
Total 1014214 · Equipment Maintenance - Senior					-815.45
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	5/16/2008	69644	KO Fleet Maintenance, Inc	Inv# 864 Lift Repair	-85.28
Check	5/16/2008	69644	KO Fleet Maintenance, Inc	Inv# 814 Service & Safety Inspection	-23.87
Check	5/16/2008	69644	KO Fleet Maintenance, Inc	Inv# 813 Service & Safety Inspection	-23.87
Total 1014218 · Vehicle Maintenance - Town					-133.02
<b>1014225 · Grounds Maintenance</b>					
Check	5/23/2008	69785	Global Aquatics Importers	Inv# 191 Koi Fish for Algae Control	-200.00
Total 1014225 · Grounds Maintenance					-200.00
<b>1014227 · Miscellaneous</b>					
Check	5/23/2008	69799	Staples	Inv# 3102195245 Wallworks Slots	-19.99

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 Accrual Basis

**Hanover Township  
 Board Audit Report  
 May 14 - 27, 2008**

Type	Date	Num	Name	Memo	Amount
Total 1014227 · Miscellaneous					-19.99
Total 101MAIN · Facilities Maintenance					-6,121.72
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	5/16/2008	69621	AT&T Mobility 150	Acct# 827019150 Monthly Charges	-131.21
Total 1014402 · Telephone - Town					-131.21
<b>1014416 · Equipment Rental - Town</b>					
Check	5/20/2008	69683	Pitney Bowes	Acct# 4432390 Machine Rental	-103.57
Check	5/23/2008	69787	Interact Business Products, LLC	Inv# 32621 Copy Charges	-558.73
Total 1014416 · Equipment Rental - Town					-662.30
<b>1014511 · Utilities - Senior</b>					
Check	5/16/2008	69631	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	-2,939.15
Total 1014511 · Utilities - Senior					-2,939.15
Total 101THE · Town Hall Expense					-3,732.66
<b>101TOE · Town Office Expense</b>					
<b>1014404 · Office Supplies</b>					
Check	5/23/2008	69799	Staples	Inv# 3102701206 Printer Cartridge	-69.32
Check	5/23/2008	69799	Staples	Inv# 3102701204 Black on White Tape	-70.14
Check	5/23/2008	69799	Staples	Credit for Inv# 3101622292	129.99
Check	5/23/2008	69799	Staples	Inv# 3102195242 Office Supplies	-46.49
Total 1014404 · Office Supplies					-55.96
<b>1014406 · Printing</b>					
Check	5/16/2008	69619	Alphagraphics	Inv# 34349 Letterhead/Envelopes	-153.12
Check	5/16/2008	69619	Alphagraphics	Inv# 34356 Envelopes	-233.17
Total 1014406 · Printing					-386.29
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	5/23/2008	69786	Illinois City County Management Assoc	Annual Dues - Barr	-245.00
Check	5/23/2008	69800	Township Officials of Illinois	Township Annual Dues	-1,127.32
Total 1014414 · Memberships, Subs & Publication					-1,372.32
<b>1014420 · Pre-Employment Charges</b>					
Check	5/16/2008	69641	Illinois Municipal League	Web Employment Listing	-20.00
Check	5/20/2008	69671	Examiner Publications, Inc	Inv# 10131701 Job Ads	-100.00
Total 1014420 · Pre-Employment Charges					-120.00
<b>1014424 · Education &amp; Training</b>					
Check	5/16/2008	69642	Imperato, Mary Jo	Education Reimb	-615.00
Total 1014424 · Education & Training					-615.00
<b>1014429 · Miscellaneous</b>					

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**Hanover Township  
Board Audit Report  
May 14 - 27, 2008**

Type	Date	Num	Name	Memo	Amount
Check	5/16/2008	69623	Barr, James C	Staff Appreciation	-16.34
Check	5/16/2008	69623	Barr, James C	Admin Group Lunch Mtg	-89.14
Check	5/23/2008	69796	Sam's Club	Misc Supplies	-185.03
Check	5/23/2008	69823	Imperato, Mary Jo	Staff Appreciation	-29.97
Total 1014429 · Miscellaneous					-320.48
<b>1014531 · Community Affairs</b>					
Check	5/23/2008	69824	U.S. Postal Service	Newsletter Postage	-5,950.00
Total 1014531 · Community Affairs					-5,950.00
Total 101TOE · Town Office Expense					-8,820.05
<b>104ASR · Assessor's Division</b>					
<b>1044405 · Office Supplies</b>					
Check	5/23/2008	69799	Staples	Inv# 3102195240 Cordless Mouse	-80.76
Total 1044405 · Office Supplies					-80.76
Total 104ASR · Assessor's Division					-80.76
<b>107CLK · Clerk's Department</b>					
<b>1074202 · Office Supplies</b>					
Check	5/16/2008	69617	Notaries Association of Illinois, Inc	Notary Stamp - Brian McGuire	-14.00
Check	5/16/2008	69642	Imperato, Mary Jo	Book Holder	-3.21
Check	5/23/2008	69792	P.F. Pettibone & Co	Inv# 15582 Minute Taking book	-350.10
Check	5/23/2008	69799	Staples	Inv# 3102701205 Envelopes	-75.23
Check	5/23/2008	69799	Staples	Inv# 3102195245 Book Ends	-12.11
Total 1074202 · Office Supplies					-454.65
<b>1074203 · Printing</b>					
Check	5/16/2008	69619	Alphagraphics	Inv# 34363 Envelopes/Letterhead	-347.22
Check	5/16/2008	69619	Alphagraphics	Inv# 34380 Postcards	-95.85
Check	5/23/2008	69774	Alphagraphics	Inv# 34404 Support Our Troops Posters	-29.70
Total 1074203 · Printing					-472.77
<b>1074204 · Travel Expense &amp; Seminars</b>					
Check	5/16/2008	69649	Richard Nelson	Mileage Reimbursement	-38.00
Check	5/16/2008	69650	Orozco, Laura A	Mileage Reimbursement	-9.09
Check	5/23/2008	69783	Ken Francesconi	Mileage Reimbursement	-39.68
Check	5/23/2008	69791	Orozco, Laura A	Mileage Reimbursement	-9.60
Check	5/23/2008	69823	Imperato, Mary Jo	Mileage Reimbursement	-6.06
Total 1074204 · Travel Expense & Seminars					-102.43
<b>1074205 · Dues, Subs &amp; Publications</b>					
Check	5/16/2008	69617	Notaries Association of Illinois, Inc	Notary Bond - Michelle Pacini	-10.00
Total 1074205 · Dues, Subs & Publications					-10.00
<b>1074210 · Community Affairs</b>					
Check	5/16/2008	69620	A1 Trophies & Awards, Inc	Inv# 6433 Laser Engraved Plates	-10.45

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Accrual Basis

# Hanover Township Board Audit Report May 14 - 27, 2008

Type	Date	Num	Name	Memo	Amount
Check	5/16/2008	69620	A1 Trophies & Awards, Inc	Inv# 6368 Laser Engraved Name Badge	-7.95
Check	5/16/2008	69642	Imperato, Mary Jo	Car Wash Food	-102.72
Check	5/16/2008	69658	Streamwood Chamber of Commerce	Support Our Troop Flyer Insert	-65.00
Check	5/20/2008	69673	Fastsigns of Schaumburg	Inv# 74-49649 Balance Due on Banner	-54.00
Check	5/23/2008	69784	Fastsigns of Schaumburg	Inv# 74-49560 Support Our Troops Signs	-403.65
Total 1074210 · Community Affairs					-643.77
<b>1074216 · Miscellaneous</b>					
Check	5/23/2008	69823	Imperato, Mary Jo	Breakfast Meeting Materials	-24.93
Total 1074216 · Miscellaneous					-24.93
Total 107CLK · Clerk's Department					-1,708.55
<b>109YFS · Youth &amp; Family Services</b>					
<b>1094609 · Expenses</b>					
Check	5/20/2008	69672	Fox, Kathleen M	Job Fair Signs	-520.25
Check	5/20/2008	69681	Plum Grove Printers	Inv# 225966 Township Bags	-246.67
Check	5/20/2008	69684	Safeguard Business Systems	Inv# 024141642 Cash Receipts Journal	-80.64
Check	5/20/2008	69687	School District U-46	Taft Middle School Rental for Job Fair	-150.82
Check	5/23/2008	69799	Staples	Inv# 3101883766 Labels	-44.65
Check	5/23/2008	69799	Staples	Inv# 3102195239 Ink	-212.35
Total 1094609 · Expenses					-1,255.38
<b>1094610 · Staff Expenses</b>					
Check	5/23/2008	69791	Orozco, Laura A	Mileage Reimbursement	-9.59
Total 1094610 · Staff Expenses					-9.59
<b>1094618 · Psychiatric Backup</b>					
Check	5/20/2008	69680	Joseph Martin Nemeth III, M.D.	Follow Up Psychiatric Visits April 08	-1,475.00
Total 1094618 · Psychiatric Backup					-1,475.00
<b>1094626 · Equipment &amp; Furniture</b>					
Check	5/23/2008	69799	Staples	Inv# 3102195241 Deskjet Printer	-124.97
Total 1094626 · Equipment & Furniture					-124.97
<b>1094627 · Open Gym Program</b>					
Check	5/20/2008	69672	Fox, Kathleen M	Background Check	-20.00
Check	5/23/2008	69798	School District U-46	Summer Open Gym Rental Fees	-6,342.30
Total 1094627 · Open Gym Program					-6,362.30
<b>1094628 · Tutoring</b>					
Check	5/20/2008	69665	A1 Trophies & Awards, Inc	Inv# 6422 Trophies	-183.00
Check	5/20/2008	69669	Chavez, Carmen S	Tutoring Party Supplies	-39.91
Check	5/20/2008	69685	Swiatek, Deborah S	Tutoring Services May 08	-321.54
Total 1094628 · Tutoring					-544.45
Total 109YFS · Youth & Family Services					-9,771.69

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05/23/08

Accrual Basis

**Hanover Township  
Board Audit Report  
May 14 - 27, 2008**

Type	Date	Num	Name	Memo	Amount
Total 1014 · Town Fund - Expenditures					-34,352.97
<b>1104 · Senior Center - Expenditures</b>					
<b>1104ADM · Administration</b>					
<b>1104527 · Equipment Purch/Rental/Repair</b>					
Check	5/23/2008	69794	Pitney Bowes	Acct# 6871669 Postage Machine	-138.00
Total 1104527 · Equipment Purch/Rental/Repair					-138.00
<b>1104528 · Supplies</b>					
Check	5/16/2008	69619	Alphagraphics	Inv# 34359 Letterhead	-120.26
Check	5/16/2008	69640	Hinckley Springs	Acct# 16619573411084 Office Drinking Water	-146.79
Check	5/23/2008	69799	Staples	Inv# 3102195243 Coffe Cups	-140.68
Check	5/23/2008	69799	Staples	Inv# 3102195244 Color Ink/Coffee	-450.55
Check	5/23/2008	69799	Staples	Inv# 3102195237 Post its	-19.98
Total 1104528 · Supplies					-878.26
<b>1104529 · Postage</b>					
Check	5/16/2008	69655	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Monthly Charges	-600.00
Total 1104529 · Postage					-600.00
<b>1104535 · Travel</b>					
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	Travel Expense	-41.72
Check	5/23/2008	69801	Varsalona, Kathleen R	Mileage Reimbursement	-117.87
Total 1104535 · Travel					-159.59
<b>1104536 · Education &amp; Training</b>					
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	Staff Appreciation	-78.00
Total 1104536 · Education & Training					-78.00
Total 1104ADM · Administration					-1,853.85
<b>1104SOC · Social Services</b>					
<b>1104515 · Programming</b>					
Check	5/16/2008	69618	Arlington Park Racecourse	Inv# 16491 Balance Due from Event	-351.00
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	Program Materials	-199.40
Check	5/16/2008	69662	Windy City Connection	Inv# 100 Senior Transportation	-750.00
Check	5/23/2008	69777	Broadway in Chicago	Contract# 52-31579 Performance	-3,950.00
Total 1104515 · Programming					-5,250.40
<b>1104516 · Outreach</b>					
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	RTA Supplies	-20.88
Total 1104516 · Outreach					-20.88
<b>1104520 · Volunteer Services</b>					
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	Tax Aide Meals/Sen Comm Refreshments	-100.43
Check	5/16/2008	69661	Verify	Cust # 01-xhtsse Background Checks	-133.00
Check	5/23/2008	69773	Bob Salvesen	Home Delivered Meals	-155.54
Check	5/23/2008	69797	Safeway, Inc	Acct# 92518 Program Supplies	-50.55

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Type	Date	Num	Name	Memo	Amount
Check	5/23/2008	69799	Staples	Inv# 3102195236 Sen Committe Transponder	-211.24
Total 1104520 · Volunteer Services					-650.76
<b>1104530 · Nutrition</b>					
Check	5/16/2008	69632	Cuisine America	Inv# 520 Catered Breakfast	-1,355.00
Check	5/16/2008	69632	Cuisine America	Inv# 116 Catered Dinner	-1,228.50
Check	5/16/2008	69632	Cuisine America	Inv# 521 Cinco de Mayo Lunch	-1,209.25
Total 1104530 · Nutrition					-3,792.75
<b>1104531 · Computer Instruction</b>					
Check	5/16/2008	69622	Becker, Julie A	Photoshop Class Supplies	-70.27
Total 1104531 · Computer Instruction					-70.27
<b>1104532 · Visual Arts</b>					
Check	5/16/2008	69625	Blick Art Materials	Inv# 6651285 Art Supplies	-216.48
Check	5/16/2008	69625	Blick Art Materials	Inv# 6661150 Art Supplies	-33.96
Check	5/16/2008	69645	Kurth-Schuldt, Barbara J	Art Supplies	-102.54
Check	5/23/2008	69779	Blick Art Materials	Inv# 6669576 Art Supplies	-93.56
Check	5/23/2008	69779	Blick Art Materials	Inv# 6670937 Art Supplies	-34.99
Total 1104532 · Visual Arts					-481.53
Total 1104SOC · Social Services					-10,266.59
<b>1104TRN · Transportation</b>					
<b>1104518 · Vehicle Maintenance</b>					
Check	5/16/2008	69638	Grainger	Inv# 9627016638 Alarm	-96.22
Check	5/16/2008	69643	Kammes Auto & Truck Repair, Inc.	Inv# 231130 State Test	-29.00
Check	5/20/2008	69677	KO Fleet Maintenance, Inc	Inv# 889 Lift Gate Repair	-85.28
Total 1104518 · Vehicle Maintenance					-210.50
Total 1104TRN · Transportation					-210.50
Total 1104 · Senior Center - Expenditures					-12,330.94
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024205 · Travel &amp; Training</b>					
Check	5/23/2008	69793	Picasso, Aurea R	Mileage Reimbursement	-201.23
Total 2024205 · Travel & Training					-201.23
<b>2024213 · Community Affairs / Misc</b>					
Check	5/16/2008	69652	Premiere Press & Graphics	Inv# 94787 Township Apparel	-956.85
Check	5/23/2008	69796	Sam's Club	Food Pantry Supplies	-263.68
Total 2024213 · Community Affairs / Misc					-1,220.53
Total 2024ADM · Administration					-1,421.76
<b>2024HOM · Home Relief</b>					

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Type	Date	Num	Name	Memo	Amount
<b>2024102 · Rent</b>					
Check	5/20/2008	69688	General Assistance	Rent May 08	-225.00
Check	5/20/2008	69689	General Assistance	Rent May 08	-225.00
Total 2024102 · Rent					-450.00
Total 2024HOM · Home Relief					-450.00
Total 2024 · Welfare Services - Expenditures					-1,871.76
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034704 · Telephone</b>					
Check	5/20/2008	69666	AT&T Mobility 648	Acct# 82706448 Monthly Charges	-338.89
Check	5/23/2008	69775	AT&T 204	Acct# 847 741-1087 204 5 Monthly Charges	-22.92
Total 3034704 · Telephone					-361.81
<b>3034705 · Dues, Subs &amp; Publications</b>					
Check	5/20/2008	69682	Paddock Publications, Inc	Acct# 6304835600 Job Ad	-1,383.00
Total 3034705 · Dues, Subs & Publications					-1,383.00
<b>3034707 · Printing</b>					
Check	5/16/2008	69624	Business Card - Bank of America	Expo at Elementary School / Balance Due	-331.52
Check	5/20/2008	69686	School District U-46	Tranportation 05/06/08	-301.50
Check	5/23/2008	69782	Downtown Neighborhood Assoc of Elgin	Parade Participant	-100.00
Check	5/23/2008	69790	Steve Otis	Inv# 13831 Construction Cone Memo Holders	-634.46
Total 3034707 · Printing					-1,367.48
<b>3034711 · Utilities</b>					
Check	5/16/2008	69627	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	-216.21
Total 3034711 · Utilities					-216.21
Total 3034ADM · Administration					-3,328.50
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Road Materials &amp; Operations</b>					
Check	5/16/2008	69634	Earth, Inc	Inv# 39505 Pulverized Yds	-45.50
Check	5/16/2008	69634	Earth, Inc	Inv# 39376 Puverized Yds	-273.00
Check	5/16/2008	69646	Lafarge Fox River Inc	Inv# 025100062430 Boulders	-590.73
Check	5/16/2008	69646	Lafarge Fox River Inc	Inv# 6755248 Breaker Stone	-26.98
Check	5/16/2008	69646	Lafarge Fox River Inc	Inv# 052100062410 Elburn Sand	-21.12
Check	5/16/2008	69646	Lafarge Fox River Inc	Inv# 025100062420 Boulders	-311.37
Check	5/16/2008	69659	The Home Depot	Misc Supplies	-493.51
Check	5/20/2008	69675	ICI Paints	Inv# 0442-159728 Paint	-370.14
Check	5/20/2008	69678	Lafarge Fox River Inc	Inv# 6701799 Breaker Stone	-26.13
Check	5/20/2008	69679	Menard's	Inv# 3123 Mailbox Post	-94.54
Check	5/23/2008	69778	Bartlett Ace	Acct 46 Misc Supplies	-71.32
Check	5/23/2008	69788	Lesco	Acct# 6400 217989 9 Mulch/Seed/Fertilizer	-668.90

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## Hanover Township Board Audit Report May 14 - 27, 2008

Type	Date	Num	Name	Memo	Amount
Total 3034602 · Road Materials & Operations					-2,993.24
<b>3034607 · Contract Work</b>					
Check	5/20/2008	69667	Arrow Road Construction Company	Inv# 3268CM Road Paving Program	-15,896.00
Total 3034607 · Contract Work					-15,896.00
<b>3034610 · Street Lighting</b>					
Check	5/16/2008	69628	Com Ed 000 & 048 (R&B)	Acct# 0711091048 Monthly Charges	-25.61
Check	5/16/2008	69629	Com Ed 3900 (R&B)	Acct# 594103900 Monthly Charges	-232.69
Check	5/16/2008	69630	Com Ed 000 & 048 (R&B)	Acct# 065704300 Monthly Charges	-13.71
Check	5/16/2008	69633	Dependable Building Services	Inv# 35504 Street Light Repair	-385.50
Total 3034610 · Street Lighting					-657.51
Total 3034ROD · Road Maintenance					-19,546.75
<b>303EQM - Equipment</b>					
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	5/16/2008	69643	Kammes Auto & Truck Repair, Inc.	Inv# 102770 Vehicle Maintenance	-4,134.36
Check	5/16/2008	69648	NAPA Auto Parts	Acct# 11003258 Parts	-80.76
Check	5/16/2008	69653	Payline West, Inc	Inv# 11492 Parts	-240.55
Check	5/20/2008	69676	Kammes Auto & Truck Repair, Inc.	Inv# 102745 Tire & Shocks Replacement	-1,502.42
Check	5/23/2008	69780	Champion Frame-Align, Inc	RO# 0007043 Vehicle Maintenance	-1,051.51
Total 3034609 · Maintenance Vehicles & Equip					-7,009.60
Total 303EQM · Equipment					-7,009.60
Total 3034 · Road & Bridge - Expenditures					-29,884.85
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054012 · Supplies</b>					
Check	5/23/2008	69819	Staples	Inv# 3102195235 Misc Office Supplies	-185.82
Total 5054012 · Supplies					-185.82
<b>5054538 · Miscellaneous</b>					
Check	5/23/2008	69803	A1 Trophies & Awards, Inc	Inv# 6473 Namebadges	-78.60
Check	5/23/2008	69810	Garden of Eatin	Inv# 4577 Catered Lunch	-142.00
Check	5/23/2008	69812	Habun, Danise	Lunch Meeting Reimbursement	-25.00
Total 5054538 · Miscellaneous					-245.60
<b>5054539 · Dues</b>					
Check	5/23/2008	69808	Elgin Area Chamber of Commerce	Dues	-175.00
Total 5054539 · Dues					-175.00
<b>5054540 · Special Events</b>					
Check	5/23/2008	69810	Garden of Eatin	Inv# 9658 Catered Lunch	-402.00
Total 5054540 · Special Events					-402.00

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Type	Date	Num	Name	Memo	Amount
<b>5054543 · Marketing Activities / Material</b>					
Check	5/23/2008	69818	Perfect Promotions	inv# RJB 080429B Magnetic To-Do list	-34.67
Total 5054543 · Marketing Activities / Material					-34.67
Total 5054ADM · Administration					-1,043.09
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	5/23/2008	69806	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	-367.43
Check	5/23/2008	69811	Groot Recycling & Waste Services Inc	Inv# 4220867 Monthly Charges	-70.35
Check	5/23/2008	69817	Nicor (MHB)	Acct# 84-67-77-1000 0 Monthly Charges	-188.47
Total 5054210 · Utilities					-626.25
<b>5054250 · Building Maintenance</b>					
Check	5/23/2008	69804	A. Joseph & Sons	Inv# 95762 Fluorescent bulbs	-132.25
Total 5054250 · Building Maintenance					-132.25
<b>5054286 · Agency Support Services</b>					
Check	5/23/2008	69813	Hinckley Springs (MHB)	Acct# 16681552567400 Office Drinking Water	-39.95
Check	5/23/2008	69816	McLeodUSA	Acct# 9097797 Monthly Charges	-595.76
Check	5/23/2008	69816	McLeodUSA	Acct# 1173538 Monthly Charges	-97.26
Total 5054286 · Agency Support Services					-732.97
Total 5054COM · Community Resource Center					-1,491.47
<b>5054SVC · Service Contracts</b>					
<b>5054130 · Northwest Casa</b>					
Check	5/23/2008	69815	Northwest CASA	Counseling Services	-103.00
Check	5/23/2008	69815	Northwest CASA	Counseling Services	-103.00
Check	5/23/2008	69815	Northwest CASA	Counseling Services	-412.00
Total 5054130 · Northwest Casa					-618.00
<b>5054142 · Centro De Informacion</b>					
Check	5/23/2008	69807	Centro de Informacion	MH Services @ Glendale Terrace	-6,250.00
Total 5054142 · Centro De Informacion					-6,250.00
<b>5054152 · LSSI - Residential Treatment</b>					
Check	5/23/2008	69814	LSSI-Behavioral Health Center	Residential Treatment	-560.00
Total 5054152 · LSSI - Residential Treatment					-560.00
<b>5054156 · Epilepsy Foundation</b>					
Check	5/23/2008	69809	Epilepsy Foundation	Outreach	-550.00
Total 5054156 · Epilepsy Foundation					-550.00
<b>5054160 · Summit Center</b>					
Check	5/23/2008	69821	Summit Center	Early Learning Center	-675.00
Total 5054160 · Summit Center					-675.00

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Type	Date	Num	Name	Memo	Amount
<b>5054162 · Tide Project</b>					
Check	5/23/2008	69802	A#1 Cab Dispatch Inc	Inv#58 Transportation	-2,849.00
Total 5054162 · Tide Project					-2,849.00
<b>5054174 · Special Ed Advocacy Center</b>					
Check	5/23/2008	69820	Special Ed Advocacy Center	Advocacy	-1,250.00
Total 5054174 · Special Ed Advocacy Center					-1,250.00
<b>5054184 · Countryside C/F Support</b>					
Check	5/23/2008	69805	Countryside Association	Support Services	-66.22
Check	5/23/2008	69805	Countryside Association	Support Services	-99.33
Check	5/23/2008	69805	Countryside Association	Support Services	-66.22
Total 5054184 · Countryside C/F Support					-231.77
<b>5054187 · Web Based Resource Directory</b>					
Check	5/23/2008	69822	Trilogy Integrated Resources, Inc	inv# 102581 HTMHB Website Const Deposit	-3,750.00
Total 5054187 · Web Based Resource Directory					-3,750.00
Total 5054SVC · Service Contracts					-16,733.77
Total 5054 · Mental Health - Expenditures					-19,268.33
<b>TOTAL</b>					<b>-97,763.85</b>

RESOLUTION 5-27-08-01

**A RESOLUTION APPROVING OF 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:** The Janitorial Services Agreement dated May 27, 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, is hereby approved.

**SECTION TWO:** The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement 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:

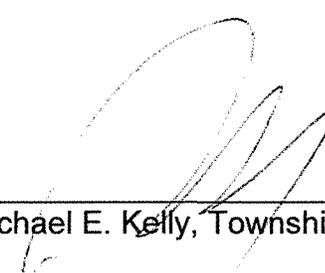
AYES: Supervisor Kelly, Trustees Goffinski, Kramer + Westlund -  
Derkha

NAYS:  $\phi$

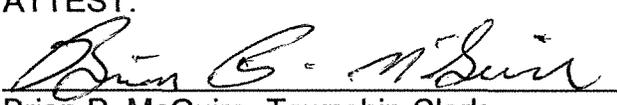
ABSENT: Trustee Dolan Baurer

PASSED May 27, 2008

APPROVED May 27, 2008

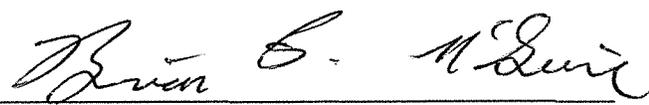
  
\_\_\_\_\_  
Michael E. Kelly, Township Supervisor

ATTEST:

  
\_\_\_\_\_  
Brian P. McGuire, 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 5-27-08-01 enacted on May 27, 2008, and approved on May 27, 2008, as the same appears from the official records of Hanover Township.

  
\_\_\_\_\_  
Brian P. McGuire, Township Clerk