



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of Town Board
February 16, 2016
7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
 - A. Veteran’s Honor Roll – OS3 William P. Schmidt
 - B. Northwest Charges Midget Major Hockey Team
 - C. CDK Global
 - D. First Eagle Bank
 - E. Knights of Columbus Mary’s Millennium Council
 - F. Knights of Columbus Ladies Auxiliary Mary’s Millennium Council
 - G. Township Officials of Cook County President Elliott Johnson
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Highway Commissioner’s Report
 - D. Assessor’s Report
 - E. Treasurer’s Report
 - F. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of February 2, 2016
 - B. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Psychiatric Services)

Mission Statement

Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.

- C. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Alternative to Suspension Program)
 - D. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Substance Abuse Prevention)
 - E. Resolution Approving a Contract for Services between Hanover Township and the Hanover Township Mental Health Board (Senior Citizen Mental Health)
 - F. Resolution Approving a Professional Services Agreement for Psychiatric Services with Alexian Brothers Center for Mental Health
 - G. Fiscal Year 2016 - 2017 Hanover Township Tentative Budget Ordinance
 - H. Fiscal Year 2016 - 2017 Hanover Township Road District Tentative Budget Ordinance
 - I. Approval of Auditor Agreement with Tighe, Kress, and Orr
-
- IX. Executive Session
 - X. Other Business
 - XI. Adjournment

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6/12/15
yes TWY

VETERANS HONOR ROLL

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

NAME: WILLIAM P. SCHMIDT

ADDRESS: 20 HAVERTON CT.

CITY/ZIP CODE: STREAMWOOD, IL 60107

PHONE #: 847-309-1029

DATE OF BIRTH: 1. MAY 1963

EMAIL ADDRESS: SCHMIDTHOUSE L1 @ GMAIL.COM

BRANCH OF SERVICE: US NAVY

HIGHEST RANK ATTAINED: E-5 OS3

YEARS OF SERVICE: FROM 1981 TO 1986

MEDALS AWARDED OR OTHER CITATIONS:
SEA SERVICE RIBBON x2 GOOD CONDUCT MEDAL
NAVY EXPEDITIONARY MEDAL

INJURIES: _____

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

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for January 2015

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Passports</i>	508	296	3,052	2,129
Photo fees	\$1,970	\$1,010	\$11,205	\$7,725
Fee deposits	\$9,360	\$6,160	\$54,510	\$43,620
<i>Fishing/Hunting licenses</i>	0	0	64	85
<i>Handicap Placards</i>	19	20	176	198
<i>Cook County vehicle stickers</i>	2	2	240	410
<i>Human Resources Requests</i>	126	144	1,358	1,367
<i>New Employee Orientations</i>	1	1	17	16
<i>Technology work orders</i>	43	37	361	277
<i>Resident Contacts</i>	3,471	2,575	17,608	16,278
<i>Percent of Budget Expended</i> (83% of year)	7.2%	6.4%	69.5%	66.5%
<i>Grant application submissions</i>	0	0	2	3

Department Highlights

- The annual employee appreciation lunch was held on January 12th. Senior Services Transportation Manager Linda Steininger was honored with the Rookie of the Year Award. Facilities and Maintenance Technician Sean O’Neil received the Excellence in Service Award. Youth and Family Services Open Gym Manager Jimmy Mix received the Trish Simon Core Values Award.
- Assistant Administrator Powers coordinated a manager training focusing on the revised personnel policy and updated manager handbook. The training also reviewed new onboarding procedures for managers to utilize for new employees.
- Assistant Administrator Powers passed the Professional in Human Resources certification from the Society of Human Resource Management on January 28.
- Management Analyst Hughes performed the GA/EA audit for Welfare Services wherein all documentation was found to be proper.
- Management Analyst Hughes attended an intermediate Excel training course. The course was coordinated through Administrative Services for positions in the Township who frequently use Excel for more advanced programming. The class was instructed by an Elgin Community College instructor.
- Administrative Services continues to coordinate with NJS on the formation of case management software for Senior Services and the Office of Community Health. NJS will be submitting additional wireframes for review and finalization before creating the database.
- A lunch and learn was held on January 20th with the topic “Organizing Your Office.”

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OFFICE OF THE ASSESSOR

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Administration</i>				
Office visits	1,523	929	3,629	3,324
Building permits processed	468	247	4,912	4,207
Sales recording	16	6	541	884
Change of Name*	26	10	151	104
Property tax appeals	519	0	983	814
Certificate of Errors	81	20	643	370
Property location updates	0	4	14	20
New owner mailings	0	75	496	679
Long time occupants*	0	0	0	0
<i>Exemptions</i>				
Homeowner exemptions	48	21	206	32
Senior home owner exemptions	347	291	630	380
Senior freeze exemptions*	567	451	683	532
Miscellaneous exemptions	10	7	112	57
<i>Foreclosures</i>	2	1	142	260

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. January had a total of 35 visitor after 4:30pm.
- We have a total of 1711 e-mails on our contact list. We added 26 e-mails in January.
- Foreclosures January 2016 13%. Foreclosures January 2015 17%.
- Hanover Township was open for Board of Review appeals January 4 thru February 2. The last day appeals were accepted in our office was Friday January 29.
- The Assessor's office hosted a Board of Review appeal seminar January 20.
- Cindy Christopher attended the Excel workshop January 7.
- Patty Glascott attended the Employee Wellness workgroup January 8
- Patty Glascott and Cindy Christopher attended the Lunch n Learn January 20
- Patty Glascott attended the Management Training on January 28
- The Assessor's office had a record of visitors for the month of January, 1523. Board of Review appeals, senior renewals and tax bills were all out at the same time.

Office of the Assessor Mission Statement:

The Hanover Township Assessor is your nearest liaison to the Cook County Assessor's Office. Our duty is to provide professional assistance with questions you may have regarding your real estate assessments and tax bills.

OFFICE OF COMMUNITY HEALTH

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Appointments</i>				
ProTimes	22	27	221	223
TB skin test	6	4	67	70
Cholesterol	0	2	77	100
Pharmaceutical Assistance Programs	2	0	6	14
Miscellaneous labs	10	9	76	77
Wellness Screening (BP, diabetes, anemia)	20	13	362	173
Other	24	36	342	379
<i>Clinic Clients</i>				
Senior Center/ home visits	79	92	986	909
Astor Avenue	15	11	131	117
Elgin, Izaak Walton Center	0	6	37	56
Offsite clinics	18	22	133	142
Total clients (unduplicated)	36	45	412	534
<i>Public Education & Health Promotion</i>				
Media coverage	5	4	42	50
Informational Seminars/Programs	2	7	64	108
Program Participants	16	53	1,445	1,788
<i>Primary Care Provider Support</i>	14	24	91	132
<i>Phone Triage</i>	364	372	4,467	4,658

Department Highlights

- Provided 12 home visits for residents in the month of January.
- In the month of January, the Community Health Nurse and Director had 12 appointments, totaling 13 total client contact hours, assisting residents with insurance enrollment for the Affordable Care Act (ACA).
- The Office of Community Health welcomed an NIU nurse intern for the semester. The nurse intern will be with the department for the Spring semester and assist with providing health screenings and nutrition education to residents.
- Community Health Assistant attended an Intermediate Excel class workshop coordinated with Elgin Community College and the Township.
- January 8, Director Smith met with a Regional Health Officer from the Cook County Department of Public Health to discuss collaborative efforts on programs and services.
- January 20, Director Smith attended the Human Services Coordinating Council.
- January 28, Community Health Nurse Arriola attended *Breakfast at Belmont* seminar on maximizing attention and memory.
- Director Smith attended the Manager Training Series, covering information on the Employee Personnel Handbook, employee onboarding, and employment law updates on January 28.

Office of Community Health Mission Statement:

Our mission of the Office of Community Health is to provide education and health promotion, prevent the spread of disease and illness, and to assist residents in accessing quality health services.

OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Website Visits</i>	12,570	9,646	73,900	82,375
<i>Facebook Likes</i>	161	15	1,282	736
<i>Media Releases</i>	4	8	60	66
<i>Veteran Contacts</i>	34	29	325	178
<i>Total Veterans served</i>	16	21	214	110
<i>Total Resident Contacts (Elgin office)</i>	131	104	2,391	1,976

Department Highlights

- CVA staff coordinated the successful launch of the new Township website.
- The IWC hosted a Senior Winter Women's Yoga Retreat on January 7.
- CVA staff attended the annual employee appreciation luncheon on January 12.
- CVA staff coordinated with media present at the Township Food Pantry for the Hanover Park Police Department's "Food for Fines" program donation drop-off.
- CVA staff joined Supervisor McGuire and Commissioner Ochoa at the annual meeting of the Chapel Creek Homeowner Association on January 25.

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DEPARTMENT OF EMERGENCY SERVICES

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Volunteers</i>				
Total volunteers	29	32	30	31
New volunteers	0	2	4	2
<i>Hours</i>				
Volunteer Detail Hours	255	507.25	2,450.25	3,126
Volunteer Work Hours	409.25	283.5	1,543.25	1,722.3
Volunteer Training Hours	295	290	1,299	1,500
<i>Total Volunteer Hours</i>	959.25	1,080.75	5,292.5	6,077.65
<i>Details</i>				
Emergency Call Outs	6	5	65	56
Safety Patrols	3	2	54	37
Township Sponsored Events	2	3	43	24
Other Community Events	0	2	66	49
Miscellaneous	0	6	15	27
<i>Total Details</i>	11	18	243	369

Department Highlights

- Hanover Township Sponsored Events:
 - HTES presented the first outreach program to Elgin American Legion on January 1st.
 - HTES attended wake for Delores Russo Mother-in-Law of Trustee Craig Essick On January 18th.
- Emergency Call Outs
 - HTES Deputy Chief Ron Graziano responded to Watseka, IL to aide in EOP during direction of damage assessment due to severe flooding on January 5th.
 - HTES responded to assist the Streamwood Fire Department at a structure fire providing traffic control and lighting during the cause and origin investigation on January 6th.
 - HTES responded to a home in Bartlett for water removal due to a failed sump pump on January 9th. The Bartlett Fire Department initially responded to the home for an audible alarm and referred the homeowner to HTES to assist in water removal.
 - HTES conducted weather related patrol during a significant winter storm on January 11th.
 - HTES provided traffic control for the Elgin Police Department at the scene of an automobile accident on Enterprise Drive near Dundee Avenue. The accident was related to weather conditions so HTES conducted weather patrols as well.
 - HTES responded to a request by the Elgin Police Department to provide traffic control at the scene of a structure fire on January 17th.
- HTES completed safety patrols on January 8th, 15th, and 29th.

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DEPARTMENT OF FACILITIES & MAINTENANCE

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Administration</i>				
Vehicle service calls	6	22	150	109
Work orders	23	63	534	537
Event set-ups/tear downs	162	189	1,985	1,558
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,489	6,197	41,960	49,394
Town Hall	9,120	9,900	93,480	95,220
Senior Center	25,280	29,276	415,159	417,411
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	430.56	488.84	1,380.22	1,725.65
Town Hall	*	1,610.33	4,050.48	7,037.91
Senior Center	*	2,812.74	13,306.48	20,004.81

*Invoice was not sent in time to be added onto the board report.

Department Highlights

- Remodeled the back office at the Astor Avenue Community Center by dividing the space. One space was turned into an office and the other side was expanded to make more room for Food Pantry storage.
- Completed installation of the new walk-in refrigerator and walk-in cooler located in the Astor Avenue Community Center.
- The security cameras at Astor Avenue Community Center were updated and new security cameras were installed at the Mental Health Community Resource Center in Streamwood.
- Replaced the refrigerator behind the front desk at the Senior Center.
- The salad bar cooler in the Stars and Stripes Café in the Senior Center was replaced.
- All exterior holiday lights were removed and assisted departments in removing all interior decorations and lighting.

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HIGHWAY DEPARTMENT

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Winter Season</i>				
Trimming Complete				
Stump grinding to begin shortly				
2016 resurfacing project meeting				
<i>Winter Season</i>				
Snow Removal/Salt	208	505	368	838

Department Highlights

- Trimming completed.
- Planning started on the 2016 Rolling Knolls resurfacing project.
- January has brought more active winter weather.

Hanover Township Mission Statement:

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

OFFICE OF THE MENTAL HEALTH BOARD

Report for January 2016

SERVICE PROVIDED	DECEMBER 2015	DECEMBER 2014	FYTD 2016	FYTD 2015
<i>Grant Funding</i>				
New clients	156	209	2,515	3,593
Ongoing Clients	894	638	NC	NC
Closed Cases	77	259	636	1,704
Prevention Programming Presentations	44	49	253	297
Number in audience	1,835	1,410	12,524	9,401
<i>TIDE</i>				
Participants	11	8	11	8
Rides	110	92	962	618
<i>Resource Center</i>				
Organizations providing services	6	5	6	5
Clients served	*91	98	832	771

*One agency not reporting

Department Highlights

- The Mental Health Board met on January 26, 2016 and addressed the following:
 - Reviewed all FY 2017 grant requests and allocated \$821,000 to 30 agencies and 43 programs.
 - Children's Advocacy Center received \$2,000 in staff development funds to send a bilingual, MSW staff member for Forensic Interviewer training. CAC completes approximately 400 forensic interviews each year and currently only has one forensic interviewer.
- The Planning Committee met on January 12th to continue development of the Three-Year Strategic Plan. It is anticipated the strategic plan will be completed and approved by the MHB in February 2016.
- Completed site visits to WINGS in Rolling Meadows on 1/7 with Trustee Benoit and Ms. Nelson. WINGS continues to have strong fundraising, private funding base and has not been severely impacted by the state budget impasse.
- Completed site visit to Community Crisis Center in Elgin on 1/21 with Chairwoman Best and Vice Chairwoman Biesiadecki. CCC continues to fundraise and although the state budget impasse has impacted the agency, services and programming have not changed thus far.
- On January 22, 2016 Lutheran Social Services of Illinois cut 30 programs, including the MHB funded Legacy Corps program which offers veterans and their families respite care. Legacy Corps is currently in the process of acquiring a new agency to sponsor their program, and MHB Manager remains in communication with Legacy Corps during this process. The MHB has allocated a line item for Veteran Mental Health Services in order to accommodate a new application for veteran respite services in the new fiscal year.
- The Human Services Coordinating Council met on 1/20/16 with 24 attendees from local agencies and township departments. A discussion of the state budget impasse and the City of Elgin Summit took place. Agencies reported making few cuts to programming and services, however the future of many agencies remains unclear should the budget impasse in Springfield continue much further into the year.

Mental Health Board Mission Statement:

The Hanover Township Mental Health Board ensures that services in the area of mental health, including developmental disabilities, addictions and substance abuse, are available to all residents of Hanover Township.

DEPARTMENT OF SENIOR SERVICES

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Programming Division</i>				
Planned programs	195	226	2,056	2,030
Participants	2,284	1,891	21,084	23,026
Participants (unduplicated)	619	653	2,137	1,754
Wait listed (unduplicated)	42	16	454	468
Art & Computer classes	63	58	625	563
Art & Computer class participants	367	383	4,171	3,936
New volunteers	3	4	48	86
Total volunteers (unduplicated)	108	118	263	286
Volunteer hours reported	1,663	1,400	17,674	18,053
Meals Served	707	1,046	9,016	9,487
Meals delivered by volunteers	945	855	9,695	9,099
<i>Social Services Division</i>				
Clients served (unduplicated)	152	225	1,243	1,153
Clients served (duplicated)	325	371	3,755	3,854
Energy Assistance	32	18	452	538
Prescription drugs & health insurance assistance	41	88	945	904
Social Service programs	10	10	113	91
Social Service program participants	50	64	993	780
Lending Closet transactions	79	107	971	841
<i>Transportation Division</i>				
One way rides given	1,569	1,396	15,802	17,928
Individuals served (unduplicated)	231	210	750	670
New riders	16	28	515	246
Unmet requests for rides	0	27	348	254

Department Highlights:

- Programming: The Positive Action Group volunteered at Victory Center on January 5 by donating basic care goods, and socializing with clients. Women's Holiday Yoga Retreat at IWCR.
- On January 22 over 25 seniors and local law enforcement attended the annual TRIAD end of year celebration, which included pizza and trivia.
- Program Manager Kristine Austin attended the annual Illinois Parks and Recreation Association Conference in Chicago on January 28th, 29th, and 30th to network with local agencies and attend sessions on senior based programming and events.
- Transportation has developed the 2016 training plan for the drivers. It includes training on Rules of the Road, Blood Borne Pathogens, as well as Behind the Wheel evaluations.
- Social Services Reception volunteers began taking Tax Aide calls to schedule appointments on January 11. To date, those appointments are filled through March 1st.
- Staff attended CEDA training for ComEd Hardship and Weatherization, and were present at several community meetings (Paint a Thon, Care for the Underserved, Kane County Hoarding Task Force, Elgin Hispanic Network, Safe Community Coalition, and Human Services Coordination Council).
- Senior Services Management Team attended an offsite retreat on January 14 to discuss FY17 goals.

Senior Services Mission Statement:

With respect, innovation and a dedication to excellence, Senior Services is committed to facilitating programs and services that promote independence, a sense of community, and well being for mature adults in Hanover Township.

DEPARTMENT OF WELFARE SERVICES

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>General Assistance</i>				
General Assistance clients	18	28	245	246
General Assistance appointments	29	59	505	503
Emergency Assistance appointments	16	10	192	262
Emergency Assistance approved	3	6	45	59
Crisis intake clients	127	116	1,631	1,824
Access to Care	2	0	2	24
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	84	56	338	772
Circuit Breaker	0	0	6	11
<i>Social Services</i>				
ComEd Hardships	Closed	0	31	36
Weatherization	2	0	3	13
<i>Food Pantry</i>				
Served (Households)	638	685	8,047	9,368
New applications	33	47	405	625
Food Donations	69	60	619	669
<i>Community Center Walk-Ins</i>	299	209	1,958	2,645

Department Highlights:

- The department continues to see a large number of children coming for after school snack. In January 501 snacks were distributed. 396 were male and 105 were female.
- LIHEAP processing continues in January with 149 appointments scheduled and 84 completed applications submitted. Welfare Services has two auxiliary staff and all employees trained to process applications.
- Director Imperato and Case Manager Saul attend the monthly AHAND (Alliance of Homeless Advocates in the Northern District) at Catholic Charities in Des Plaines. This meeting gives us an opportunity to know what services are available as well as available beds in the County to assist residents facing homelessness.
- Case Manager Peggy Saul continues to see strong attendance in the Community Resource Group. In January the topic was “Start 2016 Right” and there were 8 in attendance.
- The walk in freezer and cooler were installed. The old freezers and refrigerators were donated to Northwest Compass in Mount Prospect.
- Facilities and Maintenance completed the renovation in the pantry by dividing the back office into two spaces. One will remain an office and the additional space will be used for food pantry storage.
- Welfare Services had 299 walk-in residents requesting services with 87 being Spanish speaking. We have increased Spanish speaking volunteers to have someone available every day at Astor Avenue to help with translation.
- CEDA did a site visit with no violations. A CEDA representative will be on site every Thursday beginning in March to assist residents with services. Currently they are onsite every other Thursday. The CEDA representative is Spanish speaking as well and their hours are 8:30AM-4:30PM.
- The Job Fair is scheduled for March 30th and will be held at the Senior Center. Currently there are 35 employers participating. We are expecting 60 employers and 1 Speaker. The department has a quality base of employers submitting with many as repeat participants.

Welfare Services Mission Statement:

HanoverTownship Welfare Services is committed to improving the welfare of HanoverTownship residents experiencing hardships. Providing resources and support to empower residents in achieving self-sustainability; to serve promptly with dignity and respect.

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for January 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Outreach & Prevention</i>				
Open Gym participants	1,319	1,075	11,278	10,485
Open Gym participants (unduplicated)	449	446	965	1,054
Alternative to Suspension referrals	5	4	86	84
Alternative to Suspension participants	300	216	1,882	1,863
Alternative to Suspension participants (unduplicated)	105	85	146	145
<i>Clinical</i>				
Therapy clients	223	261	3,203	2,772
Therapy clients (unduplicated)	114	143	1,283	1,272
New clients (unduplicated)	17	15	134	150
Clinical hours	209	208	2,279	2,498
Group session participants	86	212	1,642	5,028
<i>Tutoring Participants</i>				
Total	128	114	1,522	1,335
Unduplicated	81	70	242	194

Department Highlights:

- The Clinical Interventionist provided substance abuse prevention groups to 453 participants. Group work includes education and skill development in substance refusal, leadership development, healthy relationships, bullying prevention, positive relationships with adults, and substance abuse education.
- Youth and Family Services represented the Department and the Township at Laurel Hill Elementary Schools Parent Teacher Conferences Resource Fair on January 20, 2016. This Fair provided the Department with access to parents to promote Township Departments, programs and services based on parent/family's needs. John Parquette, LCSW, met with Sue Smith, MTSS Coordinator for School District U-46 on January 6, 2016 to discuss ways to improve the referral process for school based mental health groups. Group session participants is lower this year due to various schools not securing parental permission in a timely manner and the Department no longer is offering group work at the Open Gym Program.
- Department staff created and filmed a Youth and Family Services You Tube video to be launched February 1, 2016. This video was created to promote awareness of the Department, the services offered and the staff.
- Sumara Baig, Prevention Specialist, attended the discussion "Paper Tigers, Part Two" hosted by School District U-46 and the Elgin Teachers Association on January 5, 2016. This discussion was focused on trauma informed care for students and ways to implement within schools to prevent truancy/drop out and increase student achievement.
- Ryan McSheffrey, Clinical Interventionist, created two public awareness Facebook postings, one for National Drug and Alcohol Facts Week for Teens (January) and the other for National Teen Dating Violence Awareness and Prevention Month (February).

Youth & Family Services Mission Statement:

The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. This is accomplished by providing services which help to strengthen families, to provide outreach to children and teens at risk of school failure and delinquency, and to contribute to the building up of a healthier community for all Township youth.

Hanover Township
 Board Audit Report
 From 2/3/16 - 2/16/16

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	31,350.44		31,350.44
Total Senior Center	22,462.82	1,654.18	24,117.00
Total Welfare Services	2,136.48		2,136.48
Total Road and Bridge	1,991.90		1,991.90
Total Mental Health Board	21,952.20		21,952.20
Total Retirement	-		-
Total Vehicle	115,785.00		115,785.00
Total Capital	49,501.02		49,501.02
Total All Funds	<u>245,179.86</u>	<u>1,654.18</u>	<u>246,834.04</u>

The above "Subtotal" column has been approved for payment this 16th day of February 2016.

The above "Total" column has been approved for payment this 16th day of February 2016.

 Supervisor

 Town Clerk

 Supervisor

 Town Clerk

 Trustee

**Hanover Township
Board Audit Report
February 3 - 16, 2016**

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	02/05/2016	114279	Louise Peters	Glass Blowing Refund	48.00
Check	02/05/2016	114280	Judy Siefert	Four Winds Casino	36.00
Total 1103500 - Senior Programs					84.00
Total 1103 - Senior Center - Revenue					84.00
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	02/12/2016	114332	Leaf (618-004)	Inv# 6253787 Copier Lease	328.00
Total 1014410 - Equipment Purchases					328.00
1014430 - Computer Equipment & Software					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Monthly E-Newsletter Subscription	63.75
Check	02/03/2016	CC Dec ...	JP Morgan Chase	MTA Email Address (Reimbursed)	48.96
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HRIS Software Monthly Fee	199.00
Check	02/05/2016	114268	Current Technologies Corporation	Inv# 714960 Network Labor	1,045.00
Total 1014430 - Computer Equipment & Software					1,356.71
Total 101CAP - Capital Expenditures					1,684.71
101CHN - Community Health					
1014451 - Postage					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Postage	3.94
Total 1014451 - Postage					3.94
1014452 - Office Supplies					
Check	02/12/2016	114339	Staples	Inv# 3290160259 Ink/Hole Punch/Pens/Folders	96.92
Total 1014452 - Office Supplies					96.92
1014461 - Miscellaneous					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Medical Director Volunteer Appreciation Gift	82.96
Total 1014461 - Miscellaneous					82.96
1014465 - Medical Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	First Aid Course Completion Cards	31.00
Total 1014465 - Medical Supplies					31.00
1014467 - Crisis Care					
Check	02/09/2016	114282	The Medicine Stop	Crisis Care - Medication	310.52
Total 1014467 - Crisis Care					310.52

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Type	Date	Num	Name	Memo	Amount
Total 101CHN · Community Health					525.34
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	02/12/2016	114327	Interact Business Products, LLC (IWC)	Inv# 116857 Copy Charges	17.02
Total 1014614 · Printing					17.02
1014617 · Equipment & Furniture					
Check	02/05/2016	114273	Leaf (618-005)	Inv# 6253788 Copier Lease	103.00
Total 1014617 · Equipment & Furniture					103.00
1014619 · Office Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Batteries	8.71
Total 1014619 · Office Supplies					8.71
1014621 · Satellite Office Utilities					
Check	02/05/2016	114267	Comcast (503 Cable)	Acct# 8771 20 032 0798503 Monthly Charges	2.12
Check	02/12/2016	114318	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	169.85
Total 1014621 · Satellite Office Utilities					171.97
1014623 · Satellite Office Phone & Intrnt					
Check	02/05/2016	114261	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	117.80
Total 1014623 · Satellite Office Phone & Intrnt					117.80
Total 101CMA · Community Relations					418.50
101VET · Veteran Affairs					
1014701 · Veterans Honor Roll					
Check	02/12/2016	114316	A1 Trophies & Awards, Inc	Inv# 18275 Veterans Plate	8.00
Total 1014701 · Veterans Honor Roll					8.00
Total 101VET · Veteran Affairs					8.00
Total 101CVA · Community & Veteran Affairs					426.50
101ES · ES - Expenditures					
1014802 · Equipment					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Bike Decals	54.32
Check	02/09/2016	114284	Air One Equipment, Inc.	Inv# 110050 Rubber Boots (3)	464.00
Total 1014802 · Equipment					518.32
1014807 · Miscellaneous					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	LED Light/30Amp Cord (10)	82.60

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Type	Date	Num	Name	Memo	Amount
Total 1014807 · Miscellaneous					82.60
1014808 · Education & Training					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Lunch Planning Meeting (4)	33.06
Total 1014808 · Education & Training					33.06
1014812 · Volunteer Appreciation					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Coffee	10.62
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Volunteer Lunch	41.83
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Volunteer Training Dinner	44.85
Check	02/12/2016	114317	Bartlett Volunteer Fire Association	Banquet Rental Agreement	275.00
Total 1014812 · Volunteer Appreciation					372.30
1014813 · Vehicle Fuel & Maintenance					
Check	02/09/2016	114289	Ron Hopkins Ford	Inv# 602905 Oil Change	36.67
Check	02/09/2016	114289	Ron Hopkins Ford	Inv# 602908 Oil Change	50.92
Check	02/09/2016	114289	Ron Hopkins Ford	Inv# 602916 Oil Change	35.64
Check	02/09/2016	114290	Illinois Tollway	Inv# G15685674 Transponder Fees	30.00
Total 1014813 · Vehicle Fuel & Maintenance					153.23
Total 101ES · ES - Expenditures					1,159.51
101ISE · Insurance & Employee Benefits					
1014507 · Flex Plan & 457 Plan					
Check	02/12/2016	114319	CUNA Mutual Retirement Solutions	Inv# GV138804-210735 457 Plan Administration	462.50
Total 1014507 · Flex Plan & 457 Plan					462.50
1014513 · Employee Wellness					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Staff Wellness	40.72
Check	02/05/2016	114269	CADR+	Inv# 24297 Consult a Doctor Billing	35.00
Total 1014513 · Employee Wellness					75.72
1014514 · Employee Recognition					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Staff Appreciation Award	25.00
Total 1014514 · Employee Recognition					25.00
Total 101ISE · Insurance & Employee Benefits					563.22
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	02/12/2016	114331	Kopon Airdo, LLC	Inv# 190-0005-18058 Legal Fees	1,177.50
Check	02/12/2016	114331	Kopon Airdo, LLC	Inv# 190-0001-18057 Legal Fees	9,581.85
Total 1014502 · Legal Services					10,759.35

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Type	Date	Num	Name	Memo	Amount
Total 101LEA · Legal & Auditing					10,759.35
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies - Town					
Check	02/12/2016	114344	Bade Paper Products, Inc	Inv# 200496 Toilet Tissue/Roll Towels/Can Liners	216.52
Check	02/12/2016	114346	Bade Paper Products, Inc	Inv# 200555 Gloves/Towels/Can Liners	485.31
Total 1014205 · Janitorial Supplies - Town					701.83
1014206 · Janitorial Supplies - Senior					
Check	02/12/2016	114344	Bade Paper Products, Inc	Inv# 200496-01 Hand Soap	68.00
Total 1014206 · Janitorial Supplies - Senior					68.00
1014208 · Housekeeping Contract					
Check	02/12/2016	114342	Imperial Service Systems, Inc	Inv# 92065 Cleaning Services - Town Hall	1,069.00
Check	02/12/2016	114347	Scrubco	Inv# 6517 Monthly Cleaning Dec 15 - Astor	800.00
Check	02/12/2016	114347	Scrubco	Inv# 6517 Monthly Cleaning Feb 16 - Astor	840.00
Total 1014208 · Housekeeping Contract					2,709.00
1014209 · Building Contracts					
Check	02/12/2016	114343	Fox Valley Fire & Safety	Inv# 963996 Fire Extinguisher Maintenance	60.00
Total 1014209 · Building Contracts					60.00
1014210 · Building Maintenance - Town					
Check	02/12/2016	114340	Tyco Integrated Security LLC	Inv# 25809231 Alarm/Security System Repairs and Maintenance	679.00
Total 1014210 · Building Maintenance - Town					679.00
1014211 · Building Maintenance - Senior					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Table Skirt Clips	18.69
Total 1014211 · Building Maintenance - Senior					18.69
1014214 · Equipment Maintenance - Senior					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Table Caster Replacements	27.76
Total 1014214 · Equipment Maintenance - Senior					27.76
1014218 · Vehicle Maintenance - Town					
Check	02/05/2016	114266	Bobs Auto Body	Welfare Services Van Repairs	1,387.65
Total 1014218 · Vehicle Maintenance - Town					1,387.65
Total 101MAIN · Facilities Maintenance					5,651.93
101PAN · Pantry					
1014161 · Utilities					
Check	02/05/2016	114277	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	92.64

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Type	Date	Num	Name	Memo	Amount
Check	02/05/2016	114278	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	127.41
Total 1014161 · Utilities					220.05
Total 101PAN · Pantry					220.05
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	02/09/2016	114291	Village of Bartlett	Acct# 51470 Water/Sewer	101.90
Total 1014403 · Utilities - Town					101.90
Total 101THE · Town Hall Expense					101.90
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	02/12/2016	114339	Staples	Inv# 3291717895 Toner	123.99
Total 1014404 · Office Supplies					123.99
1014412 · Travel Expenses					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	TOI Transportation	192.04
Check	02/12/2016	114309	Imperato, Alexandra M	Mileage Reimbursement	18.33
Check	02/12/2016	114310	Barr, James C	ILCMA Conference Mileage Reimbursement	122.90
Total 1014412 · Travel Expenses					333.27
1014414 · Memberships, Subs & Publication					
Check	02/12/2016	114307	Township Clerks of Illinois	Annual Dues - K. Dolan Baumer	250.00
Total 1014414 · Memberships, Subs & Publication					250.00
1014424 · Education & Training					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Illinois Financial Forecast Forum Registration - Barr	99.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Egin - State of the City Address Registration (4)	75.00
Total 1014424 · Education & Training					174.00
1014429 · Miscellaneous					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	State/Federal Labor Law Poster	54.49
Total 1014429 · Miscellaneous					54.49
1014530 · Financial Administration					
Check	02/05/2016	114265	Basis Corporate	Inv# 114678 ACA Form Generation / Filing Fee	494.46
Check	02/05/2016	114271	Governmental Accounting, Inc	Inv# 58187 Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,523.06
1014531 · Community Affairs					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Award Recognition Linen Rentals	387.87
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Haverfield Place Meet n Greet Breakfast	75.35

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Type	Date	Num	Name	Memo	Amount
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Award Recognition Ceremony Flowers	289.98
Check	02/12/2016	114306	Bartlett Chamber of Commerce	Inv# 2530 Chamber Membership	100.00
Check	02/12/2016	114338	Signs by Tomorrow	Inv# 21954 Banner Patch	25.00
Total 1014531 · Community Affairs					878.20
Total 101TOE · Town Office Expense					7,337.01
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	02/12/2016	114339	Staples	Inv# 3291717897 Toner (4)	904.68
Total 1044405 · Office Supplies					904.68
1044411 · Equipment					
Check	02/05/2016	114270	Pete Feyerherd	Inv# 1686 Assessor Information Manager Annual Maintenance	550.00
Total 1044411 · Equipment					550.00
1044413 · Travel Expense					
Check	02/05/2016	114263	Smogolski, Thomas S	Mileage Reimbursement	29.38
Check	02/05/2016	114264	Glascott, Patricia A	Mileage Reimbursement	11.30
Total 1044413 · Travel Expense					40.68
1044426 · Miscellaneous					
Check	02/05/2016	114264	Glascott, Patricia A	Bereavement Flowers	149.45
Total 1044426 · Miscellaneous					149.45
Total 104ASR · Assessor's Division					1,644.81
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	02/05/2016	114275	Erika Ledezma	Sign Language Tri Lingual Interpreter Services	300.00
Total 1094608 · Salaries					300.00
1094611 · Education & Training					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cyber Bullying Workshop - Parquette	16.00
Total 1094611 · Education & Training					16.00
1094619 · Office Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	2016 Day Planner	10.89
Check	02/12/2016	114336	Quill Corporation	Inv# 2797861 Receipt Book (5)	70.98
Total 1094619 · Office Supplies					81.87
1094620 · Community Affairs					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	NLE Reception Cake/Refreshments	165.92

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Type	Date	Num	Name	Memo	Amount
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Credit	-3.89
Total 1094620 · Community Affairs					162.03
1094623 · Travel					
Check	02/05/2016	114259	Belmonte, Natalie A	Mileage Reimbursement	12.65
Check	02/12/2016	114311	Gonzalez, Nora C	Mileage Reimbursement	28.75
Total 1094623 · Travel					41.40
1094624 · Intern Stipends					
Check	02/05/2016	114258	Becky Tomazin	Intern Stipend	240.00
Total 1094624 · Intern Stipends					240.00
Total 109ADM · Administration & Clinical					841.30
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Building Block Set	25.99
Total 1094627 · Open Gym Program.					25.99
1094644 · Travel					
Check	02/05/2016	114257	McSheffrey, Ryan K	Substance Abuse Conference Travel Reimbursement	66.25
Check	02/05/2016	114257	McSheffrey, Ryan K	Mileage Reimbursement	82.80
Check	02/12/2016	114312	Cohen, Michael J	Mileage Reimbursement	36.80
Total 1094644 · Travel					185.85
1094647 · Office Supplies					
Check	02/12/2016	114336	Quill Corporation	Inv# 2749037 Kleenex/Cups	93.94
Total 1094647 · Office Supplies					93.94
1094648 · Community Affairs					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	School Food Drive Supplies	57.78
Total 1094648 · Community Affairs					57.78
1094650 · Program Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Magnetic Dry Erase Board	7.99
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Art Supplies	63.26
Total 1094650 · Program Supplies					71.25
Total 109OUT · Outreach & Prevention					434.81
Total 109YFS · Youth & Family Services					1,276.11
Total 1014 · Town Fund - Expenditures					31,350.44

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Type	Date	Num	Name	Memo	Amount
1104 - Senior Center - Expenditures					
1104ADM - Administration					
1104524 - Utilities					
Check	02/09/2016	114291	Village of Bartlett	Acct# 62447 Water/Sewer	87.64
Check	02/09/2016	114291	Village of Bartlett	Acct# 63818 Runzel Reserve Water Service	15.90
Total 1104524 - Utilities					103.54
1104527 - Equipment					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Ecolane Software Tabet Chargers	83.69
Check	02/05/2016	114272	Leaf (618-002)	Inv# 6253786 Library Copier Lease	35.32
Check	02/05/2016	114276	Leaf (618-003)	Inv# 6263483 Postage Machine Lease	87.00
Check	02/12/2016	114333	Leaf (618-001)	Inv# 6282348 Senior Main Copy Machine Lease	396.10
Total 1104527 - Equipment					602.11
1104528 - Office Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Adobe Exporter Converter Program	25.37
Check	02/12/2016	114336	Quill Corporation	Inv# 2747381 Inks	71.97
Check	02/12/2016	114339	Staples	Inv# 3290721659 Invisible Tape	29.28
Check	02/12/2016	114339	Staples	Inv# 3290721658 Copy Paper/Tape Dispenser	357.93
Total 1104528 - Office Supplies					484.55
1104529 - Postage					
Check	02/12/2016	114322	FP Mailing Solutions	CIN# 106000576475 Postage Refill	500.00
Total 1104529 - Postage					500.00
1104533 - Printing					
Check	02/12/2016	114328	Interact Business Products, LLC (SS)	Inv# 117174 Copy Charges	41.66
Check	02/12/2016	114330	Kwik Print	Inv# 56324 Business Cards - Conway	72.90
Total 1104533 - Printing					114.56
1104536 - Education & Training					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	IPRA Annual Membership - Austin	285.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	IPRA Conference Registration - Austin	235.00
Total 1104536 - Education & Training					520.00
1104539 - Miscellaneous					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Program Driver Lunch	11.89
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Program Driver Lunch	7.72
Total 1104539 - Miscellaneous					19.61
Total 1104ADM - Administration					2,344.37
1104NUT - Nutrition					
1105551 - Food					

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Type	Date	Num	Name	Memo	Amount
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cafe Food	281.84
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cafe Baked Goods	43.20
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cafe Baked Goods	54.77
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cafe Baked Goods	77.75
Check	02/09/2016	114285	Ace Coffee Bar	Inv# 2940-444544 Coffee Supplies	34.95
Check	02/09/2016	114287	Gordon Food Service	Inv# 168059425 Nutrition Program Food	528.62
Check	02/09/2016	114287	Gordon Food Service	Inv# 167913548 Nutrition Program Food	402.80
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2106775 Nutrition Program Food	32.62
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2113410 Nutrition Program Food	62.01
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2107656 Nutrition Program Food	141.41
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2109591 Nutrition Program Food	76.74
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2112468 Nutrition Program Food	182.22
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2115525 Nutrition Program Food	205.69
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2116024 Nutrition Program Food	9.88
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2114888 Nutrition Program Food	19.76
Check	02/12/2016	114323	Gordon Food Service	Inv# 168205082 Nutrition Program Food	232.50
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2118705 Nutrition Program Food	73.32
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2117200 Nutrition Program Food	9.88
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2118814 Nutrition Program Food	26.60
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2120733 Nutrition Program Food	75.90
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2120421 Nutrition Program Food	28.80
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2116851 Nutrition Program Food	18.14
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 934046096 Nutrition Program Food	36.00
Check	02/12/2016	114324	Get Fresh Produce, Inc	Credit 319956	-26.60
Total 1105551 · Food					2,628.80
1105553 · Supplies					
Check	02/09/2016	114287	Gordon Food Service	Inv# 168059425 Nutrition Program Supplies	50.79
Check	02/09/2016	114287	Gordon Food Service	Inv# 167913548 Nutrition Program Supplies	122.65
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2113410 Nutrition Program Supplies	32.95
Check	02/12/2016	114323	Gordon Food Service	Inv# 168205082 Nutrition Program Supplies	17.88
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2117204 Nutrition Program Food	18.80
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2116851 Nutrition Program Supplies	13.09
Check	02/12/2016	114335	Mickey's Linen	Inv# 104745 Nutrition Program Supplies	31.84
Check	02/12/2016	114335	Mickey's Linen	Inv# 104138 Nutrition Program Supplies	31.84
Check	02/12/2016	114339	Staples	Inv# 3290721658 Markers	53.58
Total 1105553 · Supplies					373.42
1105555 · Recruitment					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Line Cook Position Posting	65.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Line Cook Position Posting	189.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Line Cook Position Posting	8.59
Total 1105555 · Recruitment					262.59
1105558 · Home Delivered Meals Food					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Home Delivered Meals	281.82
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HDM Baked Goods	43.20

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Type	Date	Num	Name	Memo	Amount
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HDM Baked Goods	54.77
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HDM Baked Goods	77.75
Check	02/09/2016	114287	Gordon Food Service	Inv# 168059425 HDM Food	528.62
Check	02/09/2016	114287	Gordon Food Service	Inv# 167913548 HDM Food	402.80
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2106775 Home Delivered Meals	32.63
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2113410 Home Delivered Meals	62.01
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2107656 Home Delivered Meals	141.40
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2109591 Home Deivered Meals	76.73
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2112468 Home Delivered Meals	182.22
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2115525 Home Delivered Meals	205.70
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2116024 HDM Food	9.88
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2114888 HDM Food	19.76
Check	02/12/2016	114323	Gordon Food Service	Inv# 168205082 HDM Food	232.50
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2118705 Home Delivered Meals	73.31
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2117200 Home Delivered Meals	9.88
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2118814 Home Delivered Meals	26.60
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2120733 Home Delivered Meals	75.91
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2120421 Home Delivered Meals	28.80
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2116851 HDM Food	18.15
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 934046096 Home Delivered Meals	46.00
Check	02/12/2016	114324	Get Fresh Produce, Inc	Credit 319956	-26.60
Total 1105558 · Home Delivered Meals Food					2,603.84
1105560 · Home Delivered Meals Supplies					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HDM Containers	985.78
Check	02/03/2016	CC Dec ...	JP Morgan Chase	HDM Dollys (3) / Rock Fiber Plugs (3)	319.96
Check	02/09/2016	114287	Gordon Food Service	Inv# 168059425 HDM Supplies	18.98
Check	02/09/2016	114287	Gordon Food Service	Inv# 167913548 HDM Supplies	122.65
Check	02/09/2016	114288	Get Fresh Produce, Inc	Inv# 2109591 HDM Supplies	12.17
Check	02/12/2016	114323	Gordon Food Service	Inv# 168205082 HDM Supplies	17.89
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2118705 HDM Supplies	36.51
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2117204 HDM Supplies	18.79
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv# 2120733 HDM Supplies	24.34
Check	02/12/2016	114324	Get Fresh Produce, Inc	Inv 2116851 HDM Supplies	13.09
Check	02/12/2016	114335	Mickey's Linen	Inv# 104745 HDM Supplies	31.84
Check	02/12/2016	114335	Mickey's Linen	Inv# 104138 HDM Supplies	31.84
Total 1105560 · Home Delivered Meals Supplies					1,633.84
Total 1104NUT · Nutrition					7,502.49
1104SOC · Programs & Services					
1104510 · Satellite Programming					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Wreath Program Supplies	65.90
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Pizza and Movie Programming	102.93
Check	02/12/2016	114341	Tranquility Yoga Studio	Yoga Class Instruction - (2 Months)IWC	595.00
Total 1104510 · Satellite Programming					763.83

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Type	Date	Num	Name	Memo	Amount
1104514 · Weekend Programming					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Program Refreshments	13.08
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Saturday Book Club Monthly Fee	14.95
Total 1104514 · Weekend Programming					28.03
1104515 · Programming					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Walking Fit DVD	12.71
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Holiday Party Decorations	77.86
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Long Grove Confection Tour (31)	62.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Cooke Exchange Program Supplies/Decor	81.90
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Holiday Decorations	99.32
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Credit	-26.16
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Holiday Decor/Favors	306.79
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Trip Refreshments	11.14
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Walnut Room Lunch (32)	1,149.30
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Pinnacle Cards Decks (12)	19.50
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Deco Mesh Wreath Class Supplies	75.06
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Raffle Tickets	23.24
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Pizza & Movie Programming	138.77
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Village Tavern Senior Lunch (31)	630.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	White Christmas Tickets (31)	1,432.85
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Lunch Program Deposit Bakers Square	200.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Event Serving Supplies	79.60
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Trip Parking	4.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Trip Lunch (31)	879.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Movie Subscription Monthly Fee	15.99
Check	02/05/2016	114260	Dance Alternatives, Inc.	Inv# HP012016 Line Class Dance January	100.00
Check	02/12/2016	114304	Susan Miara	Savor the 60's - Senior Presentation	235.00
Check	02/12/2016	114325	Libby Hellman	Senior Center Presentation Fee	175.00
Check	02/12/2016	114336	Quill Corporation	Inv# 2613265 Program Refreshments	18.96
Check	02/12/2016	114336	Quill Corporation	Inv# 2794247 Coffee Supplies	23.64
Check	02/12/2016	114337	Studio Energia	Inv# 66 Zumba Exercise Class Instruction - IWC	200.00
Check	02/12/2016	114337	Studio Energia	Inv# 66 Zumba Exercise Class Instruction	450.00
Check	02/12/2016	114341	Tranquility Yoga Studio	Yoga Class Instruction (2 Months)	2,091.25
Total 1104515 · Programming					8,566.72
1104516 · Social Services					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Memory Support Group Refreshments	10.30
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Adopt a Senior Gift - Work Boots	72.33
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Adopt a Senior Reception Supplies	27.90
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Adopt a Senior Lunch	69.00
Total 1104516 · Social Services					179.53
1104520 · Volunteer Services					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Committee Appreciation Gifts (7)	141.36
Check	02/05/2016	114253	Beth Cooper	Home Delivered Meals Mileage Reimbursement	18.98
Check	02/05/2016	114254	Richard Bayer	Home Delivered Meals Mileage Reimbursement	46.98

**Hanover Township
Board Audit Report
February 3 - 16, 2016**

Type	Date	Num	Name	Memo	Amount
Check	02/09/2016	114287	Gordon Food Service	Inv# 934045919 Snacks	91.50
Total 1104520 · Volunteer Services					298.82
1104531 · Computer Instruction					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Excel Class Reference Guides	21.09
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Excel Class Books	10.97
Total 1104531 · Computer Instruction					32.06
1104532 · Visual Arts					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Puppetry Class Wax Cord	12.99
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Print Class Stencils	91.50
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Grandparents Breakfast with Santa Decor	103.67
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Center Holiday Decor	255.38
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Door Wreath Supplies	122.08
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Center Wreath Supplies	171.70
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Senior Center Holiday Decor/Lights	126.20
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Wreath Class Craft Supplies	563.47
Check	02/05/2016	114256	Krall, Marianne	Art Supplies	11.38
Check	02/09/2016	114286	Blick Art Materials	Inv# 5583033 Art Supplies	140.93
Check	02/09/2016	114286	Blick Art Materials	Inv# 5564429 Art Supplies	21.79
Check	02/12/2016	114326	Hobby Lobby	Arts/Crafts Supplies	49.69
Total 1104532 · Visual Arts					1,670.78
1104560 · Psychiatric Services					
Check	02/05/2016	114251	Alexian Brothers Center for Mental Health	Inv# 22 C-Hope Psychiatry Services - January 16	1,110.34
Check	02/09/2016	114283	Alexian Brothers Center for Mental Health	Inv# 23 C-Hope Psychiatry Services - February 16	543.84
Total 1104560 · Psychiatric Services					1,654.18
Total 1104SOC · Programs & Services					13,193.95
1104TRN · Transportation					
1104512 · Volunteer Express					
Check	02/05/2016	114252	Sue Mattioli	Volunteer Express Mileage Reimbursement	99.36
Total 1104512 · Volunteer Express					99.36
1104518 · Vehicle Maintenance					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Bus Cleaning Supplies	33.95
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Bus Washing Service (2 Months)	255.00
Total 1104518 · Vehicle Maintenance					288.95
1104550 · Telephone					
Check	02/05/2016	114281	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	603.88
Total 1104550 · Telephone					603.88

Hanover Township
Board Audit Report
February 3 - 16, 2016

Type	Date	Num	Name	Memo	Amount
Total 1104TRN · Transportation					992.19
Total 1104 · Senior Center - Expenditures					24,033.00
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024204 · Equipment					
Check	02/05/2016	114274	Leaf (618-006)	Inv# 6253789 Copier Lease	138.13
Total 2024204 · Equipment					138.13
2024210 · Printing					
Check	02/12/2016	114329	Interact Business Products, LLC (WS)	Inv# 116896 Copy Charges	4.55
Check	02/12/2016	114330	Kwik Print	Inv# 56669 Business Cards (2)	81.00
Total 2024210 · Printing					85.55
2024212 · Dues & Publications					
Check	02/05/2016	114255	Social Workers' Division of TOI	Division Dues - Imperato/Saul	50.00
Total 2024212 · Dues & Publications					50.00
Total 2024ADM · Administration					273.68
2024HOM · Home Relief					
2024102 · Rent					
Check	02/03/2016	3841	Son Hui Anderson	February 2016 Rent	500.00
Total 2024102 · Rent					500.00
2024103 · Utilities					
Check	02/12/2016	3844	Villa Garden Estates	Utility Assistance Acct# 98070117	62.80
Total 2024103 · Utilities					62.80
2024105 · Personal Essentials					
Check	02/03/2016	3840	Walmart	Personal Essential Items	150.00
Check	02/12/2016	3843	Walmart	Personal Essential Items	150.00
Total 2024105 · Personal Essentials					300.00
2024119 · Emergency Assistance					
Check	02/03/2016	3842	Adnan Moten	Emergecy Assistance	1,000.00
Total 2024119 · Emergency Assistance					1,000.00
Total 2024HOM · Home Relief					1,862.80
Total 2024 · Welfare Services - Expenditures					2,136.48
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					

**Hanover Township
Board Audit Report
February 3 - 16, 2016**

Type	Date	Num	Name	Memo	Amount
3034701 · Legal					
Check	02/12/2016	114331	Kopon Airdo, LLC	Inv# 190-0005-18058 Legal Fees	1,177.50
Total 3034701 · Legal					1,177.50
3034714 · Office Supplies					
Check	02/12/2016	114339	Staples	Inv# 3290160257 Ink (3)	138.87
Total 3034714 · Office Supplies					138.87
Total 3034ADM · Administration					1,316.37
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	02/05/2016	114262	A to Z Rentals	Contract# 83688 Roller Rental	244.96
Check	02/05/2016	114262	A to Z Rentals	Contract# 83581 Roller Rental	238.98
Check	02/12/2016	114320	Continental Weather Svc	Inv# 15055 Monthly Weather Forecasting Service	150.00
Check	02/12/2016	114334	Menard's	Inv# 90305 Gloves	10.99
Total 3034602 · Operating Supplies & Materials					644.93
3034610 · Street Lighting					
Check	02/12/2016	114321	Com Ed 051	Acct# 5619024051 Monthly Charges	30.60
Total 3034610 · Street Lighting					30.60
Total 3034ROD · Road Maintenance					675.53
Total 3034 · Road & Bridge - Expenditures					1,991.90
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054002 · Legal					
Check	02/12/2016	114331	Kopon Airdo, LLC	Inv# 237-0001-18059 Legal Fees	530.03
Total 5054002 · Legal					530.03
5054005 · Training					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Community Behavioral Healthcare Association Conference	470.00
Total 5054005 · Training					470.00
5054006 · Travel					
Check	02/12/2016	114315	Vana, Kristin N	Mileage Reimbursement	60.16
Total 5054006 · Travel					60.16
5054008 · Subscriptions & Publications					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Grants Management Books	114.45
Total 5054008 · Subscriptions & Publications					114.45

Hanover Township
Board Audit Report
February 3 - 16, 2016

Type	Date	Num	Name	Memo	Amount
5054012 · Office Supplies					
Check	02/12/2016	114339	Staples	Inv# 3291717895 Post Its	12.79
Total 5054012 · Office Supplies					12.79
5054538 · Miscellaneous					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Meeting Refreshments	9.19
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Board Meeting Dinner	74.94
Total 5054538 · Miscellaneous					84.13
Total 5054ADM · Administration					1,271.56
5054COM · Community Resource Center					
5054210 · Utilities					
Check	02/12/2016	114297	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Monthly Charges	21.50
Check	02/12/2016	114303	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	55.57
Total 5054210 · Utilities					77.07
5054213 · Janitorial					
Check	02/12/2016	114298	JaniKing	Inv# 02160517 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
5054216 · Telephone Systems Maintenance					
Check	02/12/2016	114299	ProxIT Technology Solutions	Inv# 1220 Phone System Maintenance	142.50
Total 5054216 · Telephone Systems Maintenance					142.50
5054250 · Building Maintenance					
Check	02/12/2016	114300	Orkin Pest Control (MHB)	Inv# 107240941 Pest Control	53.79
Check	02/12/2016	114301	Fox Valley Fire & Safety	Inv# 964077 Securitiy Alarm Service	282.00
Check	02/12/2016	114302	Comcast (MHB)	Acct 8771 10 084 0485823 Monthly Charges	151.40
Total 5054250 · Building Maintenance					487.19
Total 5054COM · Community Resource Center					1,120.76
5054SVC · Service Contracts					
5054172 · Couttryside In-Home Respite					
Check	02/12/2016	114293	Countryside Association	In Home Respite	200.00
Total 5054172 · Couttryside In-Home Respite					200.00
5054177 · Staff Development Grant Fund					
Check	02/12/2016	114294	Leyden Family Service	Professional Materials	796.34
Total 5054177 · Staff Development Grant Fund					796.34
5054179 · Challenge Grant Fund					
Check	02/12/2016	114292	Easter Seals DuPage & Fox Valley Regi...	Family Support Services - Challenge Grant	702.54

Hanover Township Board Audit Report February 3 - 16, 2016

Type	Date	Num	Name	Memo	Amount
Check	02/12/2016	114295	Girl Scouts of Northern Illinois	Outreach Program - Challenge Grant	7,070.00
Total 5054179 · Challenge Grant Fund					7,772.54
5054180 · Capital Grant Fund					
Check	02/12/2016	114296	Maryville Academy	Capital Grant - Notebooks (30)	10,791.00
Total 5054180 · Capital Grant Fund					10,791.00
Total 5054SVC · Service Contracts					19,559.88
Total 5054 · Mental Health - Expenditures					21,952.20
7004 · Vehicle Replcmnt - Expenditures					
7004408 · Vehicle Purchase					
Check	02/12/2016	114314	Fouts Brothers	ES Squads 9121/9122 Customized Compartments	5,570.00
Check	02/12/2016	114314	Fouts Brothers	ES Light Duty Rescue Squad	110,215.00
Total 7004408 · Vehicle Purchase					115,785.00
Total 7004 · Vehicle Replcmnt - Expenditures					115,785.00
8084 · Capital Projects - Expenditures					
8084415 · Senior Center Improvements					
Check	02/12/2016	114313	BOS	Senior Center Chairs	27,143.25
Total 8084415 · Senior Center Improvements					27,143.25
8084420 · Izaak Walton Ctr Improvements					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	IWC Ed Center Metal Rolling Shutter	1,100.00
Check	02/03/2016	CC Dec ...	JP Morgan Chase	IWC Ed Center Concession Top Balance & Installation	1,627.50
Check	02/12/2016	114305	Poulos Inc	IWC Elevator Project - Final Payment	15,366.00
Total 8084420 · Izaak Walton Ctr Improvements					18,093.50
8084425 · Building & Perm Improvements					
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Assessors Office Entrance Floor Mats	104.95
Check	02/03/2016	CC Dec ...	JP Morgan Chase	Assessors Office Blinds	154.44
Check	02/12/2016	114308	Shield Electric	Food Pantry Freezer Electrical Installation/Permit Fee	3,745.00
Check	02/12/2016	114345	PPG Architectural Finishes	Inv# 7281013369 Astor Freezer Paint Supplies	135.13
Check	02/12/2016	114345	PPG Architectural Finishes	Inv# 7281018457 Astor Freezer Paint Supplies	124.75
Total 8084425 · Building & Perm Improvements					4,264.27
Total 8084 · Capital Projects - Expenditures					49,501.02
TOTAL					246,834.04

- I. Call to Order/Roll Call
Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit and Essick, and Supervisor McGuire. Trustee Caramelli arrived late at 7:09 p.m. Absent: Trustee Krick.

Other Elected Official present was Assessor Smogolski.

Others present included Administrator James Barr, Welfare Services Director Mary Jo Imperato, Operation Manager Rick Nelson, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, Attorney Mike Airdo, Trustee and Mrs. Michael Gaeta and Mayor McCleod from the Village of Hoffman Estates, scouts, leaders and parents of Boy Scout Troop 399, representatives from the Palatine Army Recruiting Center, Nick - representing Mariano's of Hoffman Estates, and Mr. John Hood from Cook County Commissioner Schneider's office, Mr. Tom McCabe from SpaceCo, and Streamwood High School Civics class students.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations
 - A. Veterans Honor Roll: The Supervisor invited the Board forward to honor deceased CPL Alan Carlson for his service in the U.S. Army. His name will be posted to the plaque in Veterans Hall and added to the list in the Clerk's office.
 - B. For their contributions to the Hanover Township Food Pantry during the Holiday food drive, the Supervisor and Board thanked and presented plaques of appreciation to Trustee Michael Gaeta and Mayor McCleod from the Village of Hoffman Estates. In partnership with the Village of Hoffman Estates and the Chicago Mustangs, a food collection was held at Mariano's with the Boy Scouts from Troop 399 and the Palatine Army Recruiting Center. Township Trustees Caramelli and Essick were also there in support. Mayor McCleod said a few words expressing his pleasure in helping this cause, saying we all serve the same people.
 - C. Boy Scout Troop 399 scouts, leaders and parents were recognized with a plaque of appreciation for efforts in the food drive to fill the Township food pantry during the Holidays.
 - D. Representatives from the Palatine Army Recruiting Center were recognized with a plaque of appreciation for their efforts in food drives for the Holidays.
 - E. Nick, from Mariano's of Hoffman Estates, was recognized with a plaque of appreciation for Mariano's hosting of the food drive for the Holidays.
 - F-G. Representatives of Casey Automotive and the Chicago Mustangs were not present, and the Supervisor asked that Director Imperato make the presentations of plaques recognizing their contributions to the food pantry at a later date.
 - H. Mr. Jim Hood from Cook County Commissioner Tim Schneider's office presented a resolution of the Board of Commissioners Cook County to the Township Board celebrating Hanover Township's 165th Birthday, as it was organized in 1850 and today serves over 99,000 people from Bartlett, Elgin, Hanover Park, Hoffman

Estates, Schaumburg, and Streamwood, and unincorporated Cook County Elgin, and that the Board congratulated Hanover Township's Supervisor, Trustees, Elected Officials, staff, and the "great citizens of Hanover Township for their continuing celebrations of 165 years as a township." Timothy O. Schneider, Commissioner, 15th District and Toni Preckwinkle, President of the Board of Commissioners signed the resolution.

V. Reports

- A. Supervisor McGuire reported that Director of Community & Veterans Affairs Thomas Kuttenberg had an appendectomy and was out of commission for a few days; we wish him speedy recovery. The Emergency Services would be holding its annual Training Conference next month. The second annual Hanover Township Foundation black-tie affair would be held on April 30.
- B. Clerk Dolan Baumer reported that the Statement of Economic Interest list has been filed and please complete the form, online is easiest, when you receive the instructional email from the County. She thanked Assistant Administrator Powers for her assistance in preparing the list.
- C. Highway Commissioner Ochoa was not present.
- D. Assessor Smogolski reported that his office is closed for the Board of Review, serving a record 1,522 residents with senior exemptions and Board of Review requests. The tri-annual reassessments would occur this year.
- E. Treasurer: A motion was made by Trustee Essick and seconded by Trustee Caramelli to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.
- F. Trustee Liaison Committee Reports: Trustee Benoit reported that the Mental Health Board held the allocations session, and that the budget would be addressed during the next meeting. Lutheran Social Services program funding has been suspended and is closing down. The affordable housing developer identified by the Mental Health Housing Taskforce will make a presentation in mid-February to the taskforce.

VI. Bill Paying: Administrator Barr offered the bills in two sets, the first due Alexian Brothers, from January 6, 2016 to February 2, 2016, for \$924.10 from the Senior Center fund.

A motion was made by Trustee Caramelli to approve the bills for Alexian Brothers from January 6, 2016 to February 2, 2016, for \$924.10 from the Senior Center fund; Trustee Essick seconded the motion. Trustees Essick and Caramelli, and Supervisor McGuire. Nays: None. Abstain: Trustee Benoit. Motion carried.

Mr. Barr presented the second set of bills, from January 6, 2016 to February 2, 2016 as follows for review and approval by the Board:

a.	Town	\$123,709.57
b.	Senior Center	53,450.00
c.	Welfare Services	15,882.13
d.	Road and Bridge	83,515.49

e.	Mental Health Board	155,611.85
f.	Retirement	0.00
g.	Vehicle	3,475.00
h.	Capital	<u>3,656.83</u>
	Total All Funds	<u>\$439,300.87</u>

A motion was made by Trustee Essick to approve the bills from January 6, 2016 to February 2, 2016 as presented; Trustee Benoit seconded the motion. Trustees Benoit, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

- A. Meeting Minutes of January 5, 2016: Clerk Dolan Baumer presented the meeting minutes of January 5, 2016 for review and approval. A motion was made by Trustee Caramelli to approve the regular meeting minutes of January 5, 2016 as presented, with a second by Trustee Benoit Roll call: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- B. Executive Session Minutes of January 5, 2016: Clerk Dolan Baumer presented the executive session minutes of January 5, 2016 for review and approval. A motion was made by Trustee Benoit to approve the executive session minutes of January 5, 2016 as presented, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- C. Resolution to Adopt the Annual 1,000 Hour Standard for Illinois Municipal Retirement Fund Participation: Administrator Barr briefed the Board on the implications of setting the standard at 1,000 hours for staff and Board members. A motion was made by Trustee Caramelli to approve resolution #020216 adopting the annual 1,000 hour standard for IMRF participation by Hanover Township; the motion was seconded by Trustee Essick and followed by a roll call vote: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #020216 is adopted.
- D. Appointments to the Hanover Township Mental Health Board: The Supervisor asked that the Board concur with his reappointment of Ms Kathy Biesiadecki and Ms Kim Lemke, and appointment of Ms Mary Jane Garvey to complete the term of Ms Julia Thomas through May 31, 2019 and Ms. Marueen Lue to complete the term of Ms Kim Baffa through May 31, 2018 to the Hanover Township Mental Health Board. A motion was made by Trustee Benoit to concur with the Supervisor's reappointment of Ms Katy Biesiadecki and Ms Kim Lemke, and appointments as noted to the Hanover Township Mental Health Board; the motion was seconded by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Clerk would please administer the appropriate oaths.
- E. Authorization for Replacement Chairs for the Senior Center: Mr. Barr offered a recap of the written proposal for the Board. The Senior Citizens Services Committee offered to allocate \$10,000 toward the purchase of 154 chairs from the Haworth company, and asked that the Township share the cost of the remaining \$27,413.25, utilizing funds from the capital fund/Senior Center improvement line items for FY16. A motion was made by Trustee Essick to authorize the expenditure for the purchase of replacement

chairs for the Senior Center; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

- F. Update on the Town Hall and Senior Center Parking Lot Project: Administrator Barr introduced Mr. Tom McCabe of SpaceCo who presented on update on the postponed town hall and senior center parking lot project. Due to complications with zone variations and storm water requirements, an alternate plan was developed increasing the number of parking places to 13, half of the original plans. This would allow the project to proceed rather easily, and will not necessitate the moving of the light standard. The Board members concurred unanimously with the change, and gave staff direction to proceed with the modified plan as presented.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: Trustee Essick thanked the Township and Board for the flowers and condolences sent on the passing of his mother in law. He expressed special thanks to Emergency Services for doing a walk by during the wake. Mr. Barr noted that the Due Process Hearing for Mr. Buczkowski would be held on March 8 at 3:30 p.m., and proposed a rescheduled Board meeting to follow. A motion to move the March 1 Board Meeting to be held on March 8 at 5:30 p.m. was made by Trustee Essick and seconded by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Motion carried and the Clerk would post the notices. Mr. Barr noted he would be out of the office through Friday and that Ms Powers would be acting administrator. He also noted that the Finance Committee approved a budget to present to the Board on February 16 for tentative approval and possible passage on March 22. He then relayed the story of the accident earlier in the day that happened in front of the Town Hall building; possible injuries to the driver; thank you to Director Smith and other staff who responded very quickly.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:34 p.m. was made by Trustee Caramelli and it was seconded by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Essick, and Caramelli, and Supervisor McGuire. Motion carried and the meeting was adjourned. The Supervisor reminded the students that they could come forward to get signatures on their report papers.

Respectfully submitted,


Katy Dolan Baumer
Clerk

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

RESOLUTION _____

A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD (PSYCHIATRIC BACK-UP SERVICES).

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of Psychiatric Back-up Services, 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 Contract on behalf of Hanover Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this 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 16, 2016

APPROVED: February 16, 2016

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 16, 2016, and approved on February 16, 2016, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2017**

This Contract made this 16th day of February, 2016 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 26, 2016, recommended the allocation of a sum not to exceed \$9,000 to be paid to the Hanover Township in consideration of the provision of psychiatric back-up services.
- B. Hanover Township has adopted its FY 16 Budget and Appropriation Ordinance appropriating said \$9,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the Purchase of Services (Attachment A-1). The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board On its services rendered to Hanover Township residents on a form substantially similar to the Purchase of Services Form (Attachment A-1).
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:
 - A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.

- B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

<p>Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson</p>	<p>Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor</p>
---	--
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15. A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
- B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
- A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
- B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
- C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.
- D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.
- E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

<u>Psychiatric Service</u>	<u>Cost</u>
Initial Evaluation with Independent Contractor's Psychiatrist	\$300.00 per hour
Follow-up visit with Independent Contractor's Psychiatrist	\$160.00 per follow up visit for Referred Patients not attending with a parent and/or guardian
	\$235.00 per follow up visit for a minor or disabled Referred Patient attending with a parent and/or guardian
Prescription Refill Clinic Visit	\$25.00 per Clinic visit

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

Attachment A-1

Purchase of Service Report

Agency:	Hanover Township Youth and Family Services		
Address:	250	S.	Route 59 Bartlett, IL 60103
Program:	505-4136 Psychiatric Services		
Period:	Oct 2015	Status:	Approved
Client:	284		
New Client?:	No		
City of Residence:	Streamwood		
Street Name:	xxxx		
Ethnicity:	Hispanic		
Gender:	Female		
Age:	13-17 years		
Service Unit:	Follow Up w Family		
Service Unit Rate:	\$235.00		
Number of Service Units:	1.00	Amount:	\$235.00

Purchase of Service Reports must be submitted in order to receive payment for services provided. Reports are submitted online at <http://agencyreports.hanover-township.org/>. Please use a client number associated with each client instead of a name.

RESOLUTION _____

A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD (ALTERNATIVE TO SUSPENSION PROGRAM).

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of the Alternative to Suspension Program, 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 Contract on behalf of Hanover Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this 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 16, 2016

APPROVED: February 16, 2016

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 16, 2016, and approved on February 16, 2016, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2017**

This Contract made this 16th day of February, 2016 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 26, 2016, recommended the allocation of a sum not to exceed \$25,000 to be paid to the Hanover Township in consideration of the provision of Alternative to Suspension Program.
- B. Hanover Township has adopted its FY 2017 Budget and Appropriation Ordinance appropriating said \$25,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

Hanover Township Mental Health Board	Hanover Township
250 South Route 59	250 South Route 59
Bartlett, Illinois 60103	Bartlett, Illinois 60103
Attention: Chairperson	Attention: Supervisor
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

**Hanover Township Youth and Family Services
Program: Alternative to Suspension
Grant Total: \$25,000**

Quarterly Grant Disbursements	Amount
04/01/2016 – 06/30/2016	\$6,250
07/01/2016 – 09/30/2016	\$6,250
10/01/2016 – 12/31/2016	\$6,250
01/01/2017 – 03/31/2017	\$6,250

RESOLUTION _____

A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH BOARD (CLINICAL INTERVENTIONIST).

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of Clinical Interventionists, 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 Contract on behalf of Hanover Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this 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 16, 2016

APPROVED: February 16, 2016

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 16, 2016, and approved on February 16, 2016, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2017**

This Contract made this 16th day of February, 2016 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 26, 2016, recommended the allocation of a sum not to exceed \$50,000 to be paid to the Hanover Township in consideration of the provision of Clinical Interventionist.
- B. Hanover Township has adopted its FY 17 Budget and Appropriation Ordinance appropriating said \$50,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

Hanover Township Mental Health Board	Hanover Township
250 South Route 59	250 South Route 59
Bartlett, Illinois 60103	Bartlett, Illinois 60103
Attention: Chairperson	Attention: Supervisor
 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

By _____
Chairperson

Attest:

Secretary

HANOVER TOWNSHIP

By: _____
Township Supervisor

Attest:

Township Clerk

SCHEDULE A

Reimbursement Rates

Hanover Township Youth and Family Services

Program: Clinical Interventionist

Grant Total: \$50,000

Quarterly Grant Disbursements	Amount
04/01/2016 – 06/30/2016	\$12,500
07/01/2016 – 09/30/2016	\$12,500
10/01/2016 – 12/31/2016	\$12,500
01/01/2017 – 03/31/2017	\$12,500

RESOLUTION _____

**A RESOLUTION APPROVING A CONTRACT FOR SERVICES BETWEEN
HANOVER TOWNSHIP AND THE HANOVER TOWNSHIP MENTAL HEALTH
BOARD (C-HOPE PROGRAM)**

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

SECTION ONE: That the Contract for Services between Hanover Township and the Hanover Township Mental Health Board for the provision of Senior Mental Services (C-Hope Program), 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 Contract on behalf of Hanover Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this 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 16, 2016

APPROVED: February 26, 2016

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 16, 2016, and approved on February 16, 2016, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**Contract for Services
FY 2017**

This Contract made this 16th day of February, 2016 by and between Hanover Township (“Hanover Township” or the “Township”) and the Hanover Township Mental Health Board, a division of Hanover Township, a township of Cook County and State of Illinois, (the “Mental Health Board”), and is subject to the provisions of the Township Code (60 ILCS 1/1-1, *et seq.*), the Community Mental Health Act (405 ILCS 20/1, *et seq.*), and the Illinois Municipal Budget Law (50 ILCS 330/1, *et seq.*).

RECITALS

- A. The Mental Health Board has by recommendation of appropriation of its Board Members, adopted on January 26, 2016, recommended the allocation of a sum not to exceed \$40,000 to be paid to the Hanover Township in consideration of the provision of Senior Mental Health Services (C-Hope Program).
- B. Hanover Township has adopted its FY 2017 Budget and Appropriation Ordinance appropriating said \$40,000 expenditure as provided above.
- C. Hanover Township, in consideration thereof, is willing and able to provide such services, program and facilities.

It is hereby agreed by and between Hanover Township and the Mental Health Board as follows:

- 1. Hanover Township shall provide services to Hanover Township residents.
- 2. The Hanover Township Mental Health Board shall disburse to Hanover Township the allocation subject to the following:
 - A. Allocations shall be made to Hanover Township upon electronic receipt of the previous quarter’s completed monthly service reports. The reimbursement rate will be as set forth on Schedule A, attached hereto and incorporated herein.
 - B. Hanover Township shall report electronically to the Mental Health Board on its services rendered to Hanover Township residents through electronic submission of monthly service reports for funded program.
- 3. Hanover Township hereby represents to the Mental Health Board the following:
 - A. No client or other person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any Hanover Township program, or activity, whether or not funded in whole or in part by

grants through the Mental Health Board, on the ground of race, color, national origin, gender, age, religion or disability unrelated to ability.

- B. Hanover Township is and shall remain in reasonable compliance with the federal requirements for physical facilities for the disabled. None of the Mental Health Board funds provided as a grant to Hanover Township hereunder shall be used, directly, or indirectly, for any partisan political activity, or to further the election or defeat of any candidate for any office, or for lobbying or propaganda purposes designed to support or defeat any legislation, either pending or proposed, before any governmental body.
 - C. Hanover Township shall determine the manner and method of delivering its services to the ultimate recipient, without direct supervision and control by the Mental Health Board.
4. Hanover Township shall also agree to provide information to the Mental Health Board Chief Administrative Officer (the "Administrative Officer") or his designee that is reasonably necessary to verify residency of clients served with funds provided by the Mental Health Board and to further verify that said services have in fact been provided to said clients, subject to the limitations set forth in the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1, *et seq.*) (the "Confidentiality Act") and other applicable law. Such information will uphold client confidentiality and will be arranged at a mutually agreeable time between the Administrative Officer and the Hanover Township staff.
 5. Hanover Township agrees to issue publication of the financial support from the Mental Health Board in all literature and media of Hanover Township to the extent such literature and/or media pertains to services funded hereunder.
 6. This Contract is subject to the continuing condition that the Hanover Township Board appropriates sufficient funds necessary to proceed with the service anticipated by this Agreement. If the Mental Health Board at any times finds itself lacking in such funds, or in reasonable anticipation of lack of same, the Mental Health Board may mail notice to Hanover Township to such effect, with an effective date of cancellation pursuant to such notice, rendering this Contract null and void in all respects.
 7. If Hanover Township has expended any funds received from the Mental Health Board in violation of the Contract, or in violation of applicable federal, state, or local statute, ordinance, rule, regulation, or law, Hanover Township shall reimburse the Mental Health Board for any such funds. Violations may include but are not limited to the following:

- A. Payments received by Hanover Township from the Mental Health Board for services rendered to any person who is found not a resident of Hanover Township.
 - B. Any payment received by Hanover Township as a result of any material misrepresentation or fraud contained in any statements, written or oral, made by Hanover Township or any of its agents, employees or contractors to the Mental Health Board.
8. Each party to this Agreement shall protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Confidential Information (as defined below).
 9. Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation hereunder in violation of the Confidentiality Act and/or other applicable federal, state and/or local law and/or regulation ("Confidential Information") shall be a material breach of this Agreement.
 10. Hanover Township shall procure and maintain at all times covering the above insurance for comprehensive liability insurance with bodily injury liability limits (including all noted in above paragraph), not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insuring Hanover Township, the Mental Health Board and their respective officers, officials, and employees. Such certificates shall state, specifically, that 30 days advance notice shall be given to Hanover Township in the event of cancellation of said policies. A certificate or certificates of insurance or copies of the policies shall be furnished to the Mental Health Board within 30 days of signing this Contract.
 11. Any notices required hereunder shall be mailed by certified mail or delivered in person to the following address:

<p>Hanover Township Mental Health Board 250 South Route 59 Bartlett, Illinois 60103 Attention: Chairperson</p>	<p>Hanover Township 250 South Route 59 Bartlett, Illinois 60103 Attention: Supervisor</p>
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 12. Hanover Township shall not assign or transfer any interest or rights in this Contract or subcontract any of the services, programs or facilities to be provided hereunder without prior written consent of the Mental Health Board.
 13. No modification or amendment of the provisions hereof, shall be effective unless in writing and signed by an authorized representative of each party hereto. The

parties hereto expressly reserve the right to modify this Contract from time to time if in writing and by mutual agreement.

14. Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (Collectively, the "Laws") in performing their respective obligations, duties and/or acts required hereunder.
15.
 - A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or Mental Health Board and/or any of their respective officials, officers, employees, volunteers, and/or agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.
 - B. Notwithstanding any provision herein to the contrary, the insurance company, self-insurance pool provider, self-insured party, or similar entity of the party providing the indemnification shall be allowed to raise, on behalf of the other party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101, *et seq.*).
16. **Miscellaneous**
 - A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement subject to the provisions of paragraph 12 above.
 - B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.
 - C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstances, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Contract the day and year first above written.

HANOVER TOWNSHIP MENTAL
HEALTH BOARD

HANOVER TOWNSHIP

By _____
Chairperson

By: _____
Township Supervisor

Attest:

Attest:

Secretary

Township Clerk

SCHEDULE A

Reimbursement Rates

Hanover Township Senior Services

Program: Senior Mental Health Services (C-Hope Program)

Grant Total: \$40,000

Quarterly Grant Disbursements	Amount
04/01/2016 – 06/30/2016	\$10,000
07/01/2016 – 09/30/2016	\$10,000
10/01/2016 – 12/31/2016	\$10,000
01/01/2017– 03/31/2017	\$10,000

RESOLUTION _____

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR PSYCHIATRIC SERVICES WITH ALEXIAN BROTHERS CENTER FOR MENTAL HEALTH

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

SECTION ONE: That the Professional Services Agreement between Hanover Township and Alexian Brothers Center for Mental Health for psychiatric services, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved, subject to final attorney review.

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

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this 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 16, 2016

APPROVED: February 16, 2016

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 16, 2016, and approved on February 16, 2016, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

PROFESSIONAL SERVICES AGREEMENT
Psychiatric Services

This Professional Services Agreement (“Agreement”) is dated as of February 16, 2016 and is entered into by and between Hanover Township (the "Township") and AMITA Health Alexian Brothers Center for Mental Health, located at 3436 N. Kennicott Ave, Arlington Heights, Illinois, 60004 (the “Independent Contractor”) (collectively, the “Parties”).

RECITALS

WHEREAS, The Hanover Township Mental Health Board (the “Mental Health Board”) and the Township entered into a Contract for Services (FY17) Agreement dated February 16, 2016 (the “Grant Agreement”) wherein the Mental Health Board has allocated a sum not to exceed \$40,000 to be paid to Hanover Township Senior Services Department (“HTSS”) to fund mental health services to be provided to seniors residing in Hanover Township (i.e. residents of Hanover Township who are age 55 or older) by partnership between Independent Contractor and HTSS at Hanover Township (the “Township”) Senior Center located at 240 South Route 59, Bartlett, Illinois 60103 (the “Senior Center”).

WHEREAS, The Township owns and operates the Senior Center and is authorized pursuant to Section 85-13 of the Township Code to enter into contracts to provide health and social services for Township residents (60 ILCS 1/85-13).

WHEREAS, The Township is further authorized pursuant to the Township Code to provide programs designed to maintain the self sufficiency and personal well being of citizens residing within Hanover Township who are 55 years of age or older (60ILCS 1/220-10).

WHEREAS, The Parties desire that Independent Contractor provide psychiatric services to residents of Hanover Township who are 55 years of age or older pursuant to the Community Helping Others Persevere Everyday (C-HOPE) program which is funded by the Mental Health Board pursuant to the Grant Agreement, and to provide said Services at the Township’s Senior Center as herein provided.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements contained herein and for other valuable considerations, the Parties do hereby agree as follows:

1. Services:

Independent Contractor shall provide outpatient psychiatric services and on-going management of medications (“Services”) as Independent Contractor may determine to be necessary in the medical opinion of its employed psychiatrists providing

services on behalf of Independent Contractor hereunder (the "Independent Contractor's Psychiatrists") for HTSS clients referred by HTSS.

Independent Contractor shall only assign psychiatrists that Independent Contractor directly employs to provide services under this Agreement. Independent Contractor may not fulfill its obligations under this Agreement through the use or retention of independent physicians, psychiatrists, subcontractors, or consultants.

The Parties acknowledge that the HTSS client has the option of selecting any doctor he or she may choose, but if referred to Independent Contractor and the HTSS client elects to use Independent Contractor, that individual shall be the patient of Independent Contractor as further hereinafter defined (the "Referred Patient").

2. Grant of License:

Subject to the terms and conditions of this Agreement, the Township hereby grants Independent Contractor and its employed psychiatrists a non-exclusive license for use of the rooms located at the Township's Senior Center described in Exhibit A, attached hereto and incorporated herein (the "Licensed Premises"), and for parking at the Senior Center (to the extent that such parking spaces be available), for the sole purpose of providing psychiatric services as defined below.

3. Compensation:

A. Hanover Township shall pay Independent Contractor for Independent Contractor's services the rates as set forth on Schedule A, attached to this Agreement and made a part hereof, within 30 days of receipt of a monthly invoice detailing the patients and the Services provided. Neither Independent Contractor nor Independent Contractor's Psychiatrists shall charge or bill any patient or responsible third party payor for the Services provided to Referred Patients of HTSS pursuant to this Agreement. Hanover Township shall bill (or arrange for the billing and collection of all charges of Independent Contractor, and Independent Contractor's Psychiatrists) the Referred Patient and/or any responsible third party payors directly for the performance of all Services provided to Referred Patients of HTSS and the collections there from shall be the exclusive property of Hanover Township. Independent Contractor assigns to Hanover Township all of its interest in and to payments for Independent Contractor and Independent Contractor's Psychiatrists services provided pursuant to this Agreement.

4. Term and Hours of Use:

A. Independent Contractor's Psychiatrists shall be permitted use of the Licensed Premises commencing April 1, 2015 and ending March 31, 2016, (the "Term")

during the below Hours and Days of Use, or such other times and days as mutually agreed to between the Parties:

Hours and Days of Use:

- 1) 1st and 3rd Monday of each month: 8:30 a.m. to 4:30 p.m

5. License Fee:

The Township waives its license fee for Independent Contractor's use of the Licensed Premises in consideration of the psychiatric services being provided to Township residents by Independent Contractor hereunder.

6. Insurance:

I. Independent Contractor shall procure and maintain, at its sole cost, for the term of this Agreement and any extension and/or renewal thereof, insurance covering Independent Contractor and Independent Contractor's Psychiatrists, of the types and in amounts of not less than the coverages listed below.

A. Commercial General Liability Insurance.

Independent Contractor shall maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence. If the CGL contains a general aggregate limit, it shall be in an amount not less than \$3,000,000 or it shall apply separately to this project/location.

B. Business Auto Liability Insurance.

Contractor shall maintain business auto liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of "Any Auto" including owned, hired, and non-owned autos.

C. Professional Liability Insurance.

Independent Contractor shall maintain professional liability insurance with a limit of not less than \$1,000,000 each claim and \$3,000,000 annual aggregate arising out of the performance or failure to perform professional services by or on behalf of Independent Contractor.

D. Workers Compensation Insurance.

Independent Contractor shall maintain workers compensation as required by statute and employers liability insurance. The employers liability limits shall not be less

than \$1,000,000 each accident for bodily injury by accident and \$1,000,000 each employee for bodily injury by disease, with a policy limit of not less than \$1,000,000.

E. Employment Practices Liability Insurance

Independent Contractor shall maintain employment practices liability insurance with a limit of not less than \$1,000,000 each occurrence and \$3,000,000 aggregate.

F Excess Umbrella Liability Insurance Coverage.

Independent Contractor shall maintain Excess Umbrella Liability Insurance coverage of not less than \$9,000,000.00 per occurrence and \$9,000,000.00 aggregate.

G. General Insurance Provisions.

i. Evidence of Insurance.

Prior to beginning work, Independent Contractor shall furnish the Township with a certificate(s) of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

Failure of the Township to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the Township to identify a deficiency from evidence that is provided shall not be construed as a waiver of Independent Contractor's obligation to maintain such insurance.

The Township shall have the right, but not the obligation, of prohibiting Independent Contractor from using the Licensed Premises and/or provided psychiatric services hereunder until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Township.

Failure to maintain the required insurance may result in termination of this Agreement at the Township's option.

ii. Additional Insured Status

Hanover Township, the Hanover Township Mental Health Board, and each of its respective officers, officials, directors, employees, volunteers, agents, and invitees, (collectively, the "Additional Insured") shall be included as an additional insured under the Commercial General Liability and Umbrella coverage, the Business Auto Liability coverage, for claims arising out of, or in association with,

this Agreement, except for those claims arising out of the acts and/or omissions of the Township. All such coverage shall be primary with respect to such claims made, and any similar or additional coverage maintained by Hanover Township or the Hanover Township Mental Health Board shall be excess to any coverage carried by Independent Contractor.

iii. Cross-Liability Coverage.

If Independent Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

II. Township shall procure and maintain, at its sole cost, for the term of this Agreement and any extension and/or renewal thereof, insurance of the types and in amounts of not less than the coverages listed below:

A. Commercial General Liability Insurance.

Township shall maintain commercial general liability (CGL) insurance covering the Licensed Premises with a limit of not less than \$1,000,000 each occurrence. If the CGL contains a general aggregate limit, it shall be in an amount not less than \$3,000,000 or it shall apply separately to this project/location.

B. Workers Compensation Insurance.

Township shall maintain workers compensation as required by statute and employers liability insurance. The employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident and \$1,000,000 each employee for bodily injury by disease, with a policy limit of not less than \$1,000,000.

C. Commercial Property Insurance.

Township shall maintain commercial property insurance covering the full replacement value of the Licensed Premises including business interruption coverage.

D. General Insurance Provisions.

i. Evidence of Insurance.

Township shall furnish Independent Contractor with a certificate(s) of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

Failure of Independent Contractor to demand such certificate or other evidence of full compliance with these insurance requirements or failure of Independent Contractor to identify a deficiency from evidence that is provided shall not be construed as a waiver of Township's obligation to maintain such insurance.

Independent Contractor may not provide psychiatric services hereunder until such certificates or other evidence that insurance has been placed in complete compliance with these requirements have been received and approved by Independent Contractor.

Failure to maintain the required insurance may result in termination of this Agreement at Independent Contractor's option.

ii. Additional Insured Status.

Alexian Brothers Center for Mental Health, its parent, affiliates, officers, directors, employees, volunteers and agents (collectively, the "Additional Insured") shall be included as an Additional Insured under the Township's Commercial General Liability coverage, for claims arising out of, or in association with, Township's ownership, operation and maintenance of the Licensed Premises, except for those claims arising out of the acts and/or omissions of the Independent Contractor. All such coverage shall be primary with respect to such claims made, and any similar or additional coverage maintained by the Additional Insured shall be excess to any coverage carried by Township.

iii. Cross-Liability Coverage.

If Township's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

7. Indemnification:

Independent Contractor shall indemnify and hold harmless Hanover Township, the Hanover Township Mental Health Board and their respective officers, officials, employees, and volunteers, including, but not limited to, employees and volunteers of the Township's HTSS Department, the Office of Community Health, and Township's Youth and Family Services Department, from and against all claims, suits, liabilities, damages, losses, judgments, and expenses, including, but not limited to, legal fees (attorneys' and paralegals' fees and court costs), arising out of or related to the Independent Contractor's work under this Agreement, and/or any acts and/or omissions of or on behalf of the Independent Contractor, its employees, contractors, and/or agents and/or any person and/or entity acting on behalf of any of them, including those claims,

causes of action, injuries, illnesses, damages, and/or cost of expenses based on death, bodily injury, or property damage, except to the extent caused by the negligence of a party indemnified hereunder.

Township shall indemnify and hold harmless Independent Contractor, its parent, affiliates, officers, directors, employees, volunteers and agents from and against all claims, suits, liabilities, damages, losses, judgments, and expenses, including, but not limited to, legal fees (attorneys' and paralegals' fees and court costs), arising out of or related to Township's ownership, operation and maintenance of the Licensed Premises, including those claims, causes of action, injuries, illnesses, damages and/or cost of expenses based on death, bodily injury or property damage, except to the extent caused by the negligence of a party indemnified hereunder.

Each party to this Agreement shall similarly protect, indemnify and hold and save harmless the other party, its officers, officials, employees and volunteers against and from any and all claims, costs, causes, actions and expenses, including, but not limited to legal fees, incurred by reason of a breach of any obligations under, or default of, any provision of this Agreement, including, but not limited to, unlawful disclosure of any Proprietary and Confidential Information (hereinafter defined).

8. Referral Procedure:

A. If a HTSS client elects to use Independent Contractor's services for the purposes herein provided, and so advises his or her HTSS therapist of that decision, the HTSS therapist or Social Services staff may refer said client to Independent Contractor for possible psychiatric services provided hereunder. The Township therapist or staff person will identify himself or herself as from the Township and will give the referred client's name, age, current symptoms, reason for referral, and any other specific questions/concerns following receipt of a waiver from client and/or client's authorized agent authorizing such disclosure. Township staff shall also cause the pre-assessment/intake form attached hereto as Exhibit B (the "Intake Form") to be completed by said client and/or authorized agent and shall assist said client and/or authorized agent in completing the Intake Form as necessary following receipt of said waiver. Independent Contractor shall determine whether a referred client is in need of psychiatric services hereunder and the appropriate psychiatric services to be provided as set forth in section 7, paragraph B below. Township staff shall schedule and coordinate appointment times, prepare a "waiting list" and keep track of demographic information.

B. Independent Contractor shall assess the Referred Patient, using their professional judgment and expertise, in order to determine appropriate psychiatric and mental health services.

C. Independent Contractor shall contact the referring therapist with a brief summary of findings/recommendations as soon as possible after the evaluation and/or emergency visit of the Referred Patient.

9. Documentation:

A. HTSS shall fax signed release of information forms to Independent Contractor at the time of the referral.

B. Independent Contractor shall provide written documentation to HTSS of initial evaluations within seven to ten business days following the visit by all Referred Patients. The evaluation will include identifying information, reason for referral, past history, mental status, diagnosis and recommendations.

C. Independent Contractor shall provide to HTSS brief notes of follow-up visits to include diagnosis, progress, medications, prognosis and recommendations within seven to ten days of each following visit by each Referred Patient.

10. Billing:

A. HTSS Referred Patients will not be obligated to pay Independent Contractor at the time of service.

B. Independent Contractor will bill HTSS directly for all Services rendered.

C. HTSS will make payment to Independent Contractor as appears on the bill, within 30 to 45 days of the receipt of the bill.

D. Independent Contractor will send to HTSS a monthly list of the names of HTSS clients seen, dates of visits, and kinds of visits (i.e., initial evaluation and follow-up).

E. Invoices shall be calculated in accordance with Section 3 above.

11. Notices:

A. All notices herein required shall be in writing and shall be served on the parties at the following addresses:

If to the Township:

Hanover Township
250 South Route 59
Bartlett, Illinois, 60103
Attention: James Barr, Township Administrator
Fax: (630) 837 - 9064

With a copy to:
Kopon Airdo, LLC
233 South Wacker Drive, Suite 4450
Chicago, IL 60606
Attention: Michael Airdo
Fax: (312) 506-4450

If to Independent Contractor: AMITA Health Alexian Brothers Center for Mental Health
3436 Kennicott Ave
Arlington Heights, Illinois, 60004
Attention: Rick German, Director
Fax: (847) 952-7460

B. Notices may be served and shall be conclusively deemed received at the times hereinafter specified when served by any of the following methods:

i. The mailing of the notices by regular and by certified mail, return receipt requested, shall be effective three days after mailing.

ii. Notice by overnight courier shall be effective after delivery to such courier, except Sundays and holidays.

iii. Notice by messenger shall be effective when served personally on the addressee.

iv. Notice by facsimile shall be effective as of date and time of facsimile transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 A.M. to 5:00 P.M. Chicago time). In the event fax notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

12. Assignment:

This Agreement may not be assigned, nor may the obligations hereunder be subcontracted, without the prior written consent of the other party hereto, which consent shall not be unreasonably withheld or delayed. Any such assignment or subcontract without prior written consent of the other party shall be null and void.

13. Binding Effect:

This Agreement shall be binding upon and inure to the benefit of the parties, and their respective successors and assigns, except as otherwise expressly provided herein. As used herein, the terms "HTSS" and the "Township" are used

interchangeably, but said HTSS is the Township department with which Independent Contractor will have direct contact. The Parties understand and agree that all employees of the HTSS department are employees of the Township. All of the obligations of the Township and/or HTSS are subject to budgeting constraints and applicable laws.

14. Non-Discrimination:

Independent Contractor shall not discriminate against Referred Patient because of religion, race, sex, color or national origin, marital status, or ancestry, age, physical or mental disability unrelated to ability, or an unfavorable discharge from the military service, or other protected status.

15. Level of Care:

Independent Contractor and Independent Contractor's Psychiatrists shall exercise professional skill and judgment in the manner which can be reasonably expected from other psychiatrists and/or advanced practice nurses, as the case may be, performing similar services to those required hereunder.

16. Relationship Between the Parties:

A. It is understood, acknowledged and agreed by the Parties that the relationship of the Independent Contractor to the Township arising out of this Agreement shall be that of an independent contractor. Independent Contractor is not an employee, joint employee, joint employer, partner, joint venturer, and/or agent of or with the Township.

B. Independent Contractor acknowledges and agrees that neither Independent Contractor nor Independent Contractor's Psychiatrists are entitled to any benefits or protections afforded employees of the Township or bound by any obligations of employees of the Township. Independent Contractor understands and fully agrees that neither Independent Contractor nor Independent Contractor's Psychiatrists will be covered under provisions of the unemployment compensation insurance of the Township or the workers' compensation insurance of the Township and that any injury or property damage on the job will be Independent Contractor's sole responsibility and not the Township's responsibility. Also, it is understood that neither Independent Contractor nor Independent Contractor's Psychiatrists are protected under the provisions of the general liability insurance of the Township and therefore, Independent Contractor and Independent Contractor's Psychiatrists will be solely responsible for their own actions. Except as otherwise set forth herein, the Township will in no way defend Independent Contractor and/or Independent Contractor's Psychiatrists in matters of liability.

C. Independent Contractor has no authority to employ and/or retain any person as an employee or agent for or on behalf of the Township for any purpose and may not represent himself to others as an employee, joint employee, joint employer and/or joint venturer of the Township. Should any person indicate to the Independent Contractor or any employee or agent of the Independent Contractor by written or oral communication, course of dealing or otherwise, that such person believes Independent Contractor to be an employee or agent of the Township, Independent Contractor shall use its best efforts to correct such belief.

D. Independent Contractor acknowledges and agrees that it is solely responsible to pay all applicable federal, state and local income and withholding tax obligations and contributions imposed by social security, unemployment insurance and worker's compensation insurance on behalf of the Independent Contractor.

17. Right of Control:

The Independent Contractor shall at all times have sole control over the manner, means, and methods of performing the Services required by this Agreement according to its own independent judgment. The Independent Contractor acknowledges and agrees that it will devote such times as is necessary to produce the contracted for results.

18. Non-Disclosure of Information:

Independent Contractor acknowledges that in the course of providing services on behalf of the Township, Independent Contractor will have access to the Township's Proprietary and Confidential Information (hereinafter defined). Proprietary and Confidential Information means and includes all information relating to any Referred Patient and/or other records within the meaning of Section 2 of the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/2) (the "Act"). Any release and/or disclosure of any record, confidential communication and/or other information and/or documentation in violation of the Act and/or other applicable federal, state and/or local law and/or regulation shall be a material breach of this Agreement.

19. Compliance with Laws:

Each party to this Agreement acknowledges and agrees that it will comply with all applicable laws, rules and regulations promulgated by any federal, state, county, municipal, or any other governmental unit or regulatory body or court (collectively, the "Laws") in performing services required hereunder and will indemnify and hold harmless the other Party, its officials, officers, employees, agents, and volunteers for any liability, damages and/or claims arising directly or indirectly or otherwise attributable to any violation of the Law or Laws.

20. Representation and Warranties:

Independent Contractor represents and warrants that Independent Contractor's Psychiatrists, have the skills and knowledge necessary to perform the services in a safe, proper, efficient, thorough and satisfactory manner and understands that Township is relying on such representation in entering this Agreement.

21. Criminal Background Check:

Independent Contractor warrants that all psychiatrists providing services under this Agreement are duly licensed, and have successfully passed a criminal background check.

22. No Waiver of Immunities and/or Privileges by the Township:

Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township, and/or its officials, officers, employees, volunteers and/or agents.

23. Renewal:

Provided the Mental Health Board has allocated sufficient sums to be paid to Independent Contractor to fund mental health services to be provided to seniors who are 55 years of age or older residing within Hanover Township, the Agreement shall automatically renew for additional one (1) year terms unless written notice is given by either party not less than sixty (60) days prior to the expiration of the renewal term or any subsequent term, as the case may be, of the Parties intention not to renew, provided that the Agreement has not been terminated earlier as provided herein.

24. Termination:

A. Termination Without Cause. Either Party may elect to terminate this Agreement without cause by providing not less than thirty (30) days prior written notice to the other Party by overnight mail courier or certified mail, return receipt requested. Except as herein otherwise expressly provided, all rights exercisable by either party to this Agreement shall be automatically canceled upon termination of this Agreement, other than the indemnification obligations herein provided. Termination of this Agreement shall not, however, release the Township from any obligation to pay any sum which may be then owing to Independent Contractor and the Township agrees to pay Independent Contractor any fees owed to Independent Contractor through the effective date of termination.

B. Termination With Cause. Either Party may terminate this Agreement upon three (3) business days prior written notice at any time after any default hereunder

unless said default is cured within fourteen (14) days of the date written notice of default is mailed (the "Opportunity to Cure"). The Opportunity to Cure shall not be allowed in the event of three or more breaches and/or defaults hereunder by the defaulting party within a twelve (12) month period.

25. Modification of Improvements:

No modification of the licensed Premises shall be made by Independent Contractor without the prior written approval of the Township and compliance by Independent Contractor with all terms of this Agreement

26. Prohibited Uses and Activities:

- a. Independent Contractor specifically agrees not to use the Licensed Premises, or any part thereof, for any unlawful and/or immoral purpose and/or business
- b. Independent Contractor covenants and agrees not to maintain any nuisance in Licensed Premises which shall be in any manner injurious to or endanger the health, safety and comfort of the Township employees, invitees, clients, and/or other persons present at the Senior Center, and/or which would otherwise interfere with Township operations, services, or activities.
- c. Independent Contractor covenants and agrees to keep the Licensed Premises in a clean, safe and sanitary condition in accordance with all applicable local, state, and federal laws, ordinances, statutes, codes, and regulations.
- d. Independent Contractor covenants and agrees that it shall abide by any and all applicable local, state and federal laws, ordinances, statutes, and regulations which regulate or control the Licensee's use of the Licensed Premises.

27. Disclaimer:

Independent Contractor expressly acknowledges that Township makes no representations or warranties express or implied, as to the adequacy, fitness, or condition of the Licensed Premises and/or the Senior Center for the purposes set forth herein, or for any other purpose or use, express or implied, by the Licensee. ALL IMPLIED WARRANTIES OR QUALITY, FITNESS, MERCHANTABILITY AND HABITABILITY ARE HEREBY EXCLUDED. Licensee accepts use of the Licensed Premises and Senior Center, and the improvements thereon, "AS-IS" and "WITH ALL

FAULTS". Licensee acknowledges that it has inspected the Licensed Premises and Senior Center and has satisfied itself as to the adequacy, fitness and condition thereof.

28. Real Estate Taxes:

Independent Contractor acknowledges that the Licensed Premises and Senior Center are currently exempt from all taxes, including, but not limited to, real estate taxes. The Parties intend that the Licensed Premises and Senior Center remain exempt from real estate and/or leasehold taxes, and that no such taxes should be assessed as a result of the license granted hereunder. In the event, however (a) this Licensed Agreement or the rights granted under this Agreement, (b) any sub-license agreement or other grant of use or assignment by Licensee and/or (c) the use/or operations of Independent Contractor or any of its sub-licensees or assignees, results in a full or partial loss of such real estate tax exemption or in the assessment of real estate taxes and/or a tax on any leasehold and/or sub-leasehold interest, then Independent Contractor agrees to pay Township the amount of any such tax, but reserves the right to appeal such assessment, prior to the due date therefore for each tax year this Agreement remains in effect, include any and all extensions and/or renewals thereof.

29. Use of Premises:

Use of the Licenses Premises and Senior Center by Licensee, its sub-licensees, and any other person or entity granted a right to use hereunder shall be exclusively for the Psychiatric Services, as provided herein, and not with a view of profit.

30. Miscellaneous:

A. This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.

B. This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original and all of which together shall constitute one and the same Agreement.

C. Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties hereto shall in all cases, be assumed as though in each case fully expressed therein.

D. This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this

Agreement and/or litigation between the parties shall be the Circuit Court of Cook County, Illinois.

E. In construing this Agreement, section headings shall be disregarded.

F. Time is of the essence of this Agreement and every provision contained herein.

G. If any clause, phrase, provision or portion of this Agreement or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

H. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

I. **Survival of Obligations.** Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

J. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement.

K. **ETHICAL AND RELIGIOUS DIRECTIVES FOR CATHOLIC HEALTH CARE SERVICES.** The Township recognizes that all services rendered under this Agreement by Independent Contractor shall be consistent with the Ethical and Religious Directive for Catholic Health Care Services, as approved by the United States Conference of Catholic Bishops and amended from time to time, and as interpreted by the applicable Diocesan Bishop.

Execution Copy

Hanover Township

AMITA Health Alexian Brothers Center
for Mental Health

By: _____
Brian P. McGuire, Township Supervisor

By: _____
Title: _____

Attest:

Attest:

Katy Dolan-Baumer, Township Clerk

Title: _____

SCHEDULE A

Psychiatric Service

Cost

Initial Evaluation with Independent Contractor's Psychiatrist

\$94.27 per hour

Follow-up visit with Independent Contractor's Psychiatrist

\$94.27 per hour



Memorandum

Date: February 12, 2016

To: Hanover Township Board

From: James C. Barr, Township Administrator

Re: Finance Committee FY17 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommended budget ordinances for Fiscal Year 2017. Utilizing the established FY17 goals, each department submitted to the Administrator a budget following instructions provided by the Finance Committee and Administrator stipulating a target based budgeting process of 0% for non-personnel expenditures and a 2.0% salary pool for FY17. Departments were notified that additional special requests would not be considered this year due to anticipated budget constraints. Please note that no new staff positions have been provided for in this budget and one part time receptionist is planned for elimination. For the fourth year, a significant change throughout the budget is that the costs of employee benefits, including health insurance and retirement, have been distributed to individual departments from the general Town Fund to accurately reflect these as direct service costs. Below are highlights of the budget as recommend to the Township Board. It is anticipated that the tentative budget will be considered at the February 16, 2016 Board meeting and the final budget would be acted upon at a Board meeting in late March. Please feel free to contact myself or Finance Committee Chair, Trustee Krick, should you have any questions, comments, or inquires regarding the proposed Fiscal Year 2016 budget.

Budget Highlights

Department of Senior Services – The Road District has offered to fund senior transportation again, in the combined amount of \$250,000 as authorized by state statute. \$25,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$225,000 is allotted to operational

costs of the senior transportation program (salaries, fuel, vehicle repair, etc.). This is a reduction from prior years as the reserves in the Road District fund have diminished. The Mental Health Board has increased their funding for the AID disabled transportation program to reflect actual costs of the program at \$29,000. The federal grant from Age Options supporting the senior congregate meal program increased to \$43,500 and meal donations are expected to decrease slightly. Senior program and material fees are expected to increase due to the high volume of participants and the restructured recommended donation schedule. Entering the first full fiscal year of the home delivered meals program has HDM grants increasing 100%, however half of the HDM grants are provided by the state. To date these funds have been received, however this could change if the state budget impasse continues. On the expenditure side, a series of large and small reductions have been made to account for the reduction in assistance from the Road District with the intention of not impacting service delivery. Notable reductions include elimination of intern stipends, a 50% reduction in the contingency line item, community affairs, and transfers to the Capital Fund. Home Delivered Meals line items have increased to account for an entire year of service to home bound residents. Other reductions were made in programming and transportation again to account for decreased support from the Road District. Overall, Senior Services Fund expenditures are budgeted to decline 3.2%.

Department of Youth and Family Services – Youth and Family Services is anticipating stable revenue from the prior year. Most expense changes are small with the goal of acquiring client information software for data tracking and billing in the new fiscal year from the equipment line item with support from the Town Fund technology fund and grants. Intern stipends have been eliminated to provide funds for the annual maintenance costs of the new software. Other major changes include increases in employee health insurance due to employees opting into the health plan. Overall department expenditures are expected to increase 2.19%.

Department of Welfare Services – Welfare Services is expecting flat revenue in the new fiscal year with a slight increase in property tax revenue and a decrease in LIHEAP application fees since the state has ceased the summer cooling LIHEAP program. On the expense side, the part-time receptionist position is slated for elimination and the remaining funds for the food pantry driver position have been removed. Other changes are relatively minor with a modest increase in home relief – utilities assistance based on demand during the prior year. Overall, the Welfare Services fund expenditures will decrease 1.3% and the pantry budget will decrease 8.4%.

Department of Facilities & Maintenance – The Facilities and Maintenance budget is being increased modestly to reflect planned increases in salaries and most notably the building cleaning contracts. In an effort to improve service the cleaning agreements have been separated by building with additional, higher contractor expectations. Most other changes are small and represent the experience of the past year. Overall, department expenditures are requested to increase 2.3%.

Mental Health Board – The Mental Health Board is decreasing the consultant line item in anticipation of concluding their tri-annual needs assessment and strategic plan by the end of FY16. The community resource center portion of the budget will remain relatively flat. The contract grants portion of the budget will increase a significant 15.7% primarily to set aside potential future funding for Mental Health Housing related to the ongoing work of the Mental Health Housing Task Force. Total fund expenditures are budgeted to rise 13%.

Highway Department - The Highway Commissioner has planned continued financial support to the senior transportation program in the amount of \$250,000, and approximately \$350,000 for land acquisition and/or improvements for the Highway Department facility if it is determined necessary and beneficial. Funds continue to be allocated for significant road resurfacing projects as well in the amount of \$450,000. Overall fund expenditures are expected to decrease 11.3%.

Office of the Assessor – The Assessor has complied with the (0%) non-personnel expenditure target that was requested and increased the salary line item 2.0% per budget guidelines. Overall, Assessor Office expenditures are budgeted to increase 1.7%.

Office of Community Health – The Office of Community Health is anticipating stable revenue and a modest increase in expenditures related to the planned salary increment and a change in employee health insurance enrollment. Other changes are relatively modest. Overall department expenditures are budgeted to increase 2.2%.

Department of Emergency Services – The Emergency Services Department budget is projected to increase by 1.0%. This increase is due to the salary pool and changes to the health plan selected by the department staff. Other changes are offset by decreases in expenses.

Office of Community and Veterans Affairs – The Office of Community and Veterans Affairs is budgeted to increase expenditures 4.2%. The increase is primarily due to a staff member opting into the Township's employee health insurance program and planned salary increases. Other changes are relatively minor with increases offset by decreases in line items.

Town Fund – The overall Town Fund/Administrative Services budget will increase by approximately 73.7%. This large increase is due to a planned \$1,150,000 transfer to the Capital Fund effectively from the Town Fund reserve to enable previously saved dollars to be used for one-time capital projects. The only significant change in revenue is the continued growth in passports with associated fees increasing 20%. On the expense side, the Township liability insurance is increasing to expand coverage and an increase in premium, internet is going up to increase speed at the Town Hall and Senior Center, and consults are being reduced significantly.

Vehicle Fund – The Road District Fund is reducing contributions and planned vehicle replacement is lower than the prior year. In the new fiscal year, one maintenance vehicle and one mid-sized Senior Services bus are scheduled for replacement.

Capital Fund – The Finance Committee is recommending several capital projects for Fiscal Year 2017 including completing the replacement of the Town Hall and Senior Center parking lots, curbs, and targeted walkways along with additional parking. Additional projects include improvements to the Lenoci Reserve with water service and new community garden plots and continued smaller improvements at the Izaak Walton property, Senior Center, and Town Hall. The Town Board will also have flexibility in considering a number of significant capital projects in the new fiscal year or future years with the large transfer of funds from the Town Fund reserve to the Capital Fund.

Hanover Township Tentative Budget and Appropriation Ordinance Ordinance

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR
THE TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS,
FOR THE FISCAL YEAR BEGINNING **APRIL 1, 2016** AND ENDING **MARCH 31, 2017**.
BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS AS FOLLOWS:

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

1. GENERAL TOWN FUND

Beginning Balance April 1, 2016		2,867,721
Estimated Revenues		
3000	Property Tax	3,553,140
3100	Replacement Tax	30,000
3250	Interest Income	10,000
3300	Other Income	6,000
3350	Rent	10,500
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	25,000
3440	YFS - Tutoring Fees	7,000
3445	YFS - MHB Grants	84,000
3450	Community Health	12,000
3952	Passport Fees	60,000
3955	Grant	1
Total Estimated Revenues		3,802,141
Total Estimated Funds Available		6,669,862
Budgeted Expenditures		
	Administration	2,351,027
	Food Pantry	69,350
	Community & Veterans Affairs	268,868
	Emergency Services	134,130
	Assessor's Office	166,112
	Facilities & Maintenance	507,563
	Community Health	237,868
	Youth and Family Services	1,089,250
Total Expenditures/Appropriations		4,824,168
Estimated Cash on Hand March 31, 2017		1,845,694

Expenditures/Appropriations			
4301	Compensation of Officials		98,802
	Town Hall Administration Expense		
	4401	Postage	3,000
	4404	Office Supplies	6,000
	4406	Printing	4,500
	4408	Salaries	340,000
	4412	Travel	5,000
	4414	Memberships, Subs, Pubs	12,000
	4420	Pre-Employment Charges	600
	4424	Education & Training	18,000
	4429	Miscellaneous	10,000
	4520	Consulting Fees	10,000
	4530	Financial Administration	64,000
	4531	Community Affairs	10,000
	4532	Committee on Youth	3,000
	4533	Enviromental Sustainability	1,000
	4534	Passport Services	6,000
	4535	Legal Notices	1,000
	4560	Contingency	50,000
	4591	Health Insurance	39,000
	4592	Dental, Vision & Life Insurance	3,125
	4593	Unemployment	3,900
	4594	IMRF Expense	21,000
	4595	FICA Expense	13,500
	Total Town Hall Administration Expense		624,625
	Town Hall Expense		
	4402	Telephone - Town & Senior	30,000
	4403	Utilities - Town	17,000
	4404	Internet Access - Town	3,400
	4405	Equipment Rental - Town	2,600
	Total Town Hall Expense		53,000
	Legal/Auditing		
	4501	Auditing	11,000
	4502	Legal Services	120,000
	Total Legal/Auditing		131,000
	Insurance & Employee Benefits		
	4411	Employee Assistance Program	1,600
	4503	General Insurance	150,000
	4507	Flex Plan & 457 Plan	4,000
	4514	Employee Recognition	5,000
	4513	Employee Wellness	8,000
	Total Ins & Employee Benefits		168,600

Capital Expenditures & Transfers			
4410	Equipment Purchase	20,000	
4430	Computer Equipment, Software & Support	70,000	
4540	Facility Lease	20,000	
4541	Transfer to Vehicle Fund	15,000	
4547	Transfer to Capital Fund	1,150,000	
Total Capital Expenditures & Transfers			<u>1,275,000</u>
Total Administration			2,351,027
Pantry			
4460	Salaries	40,500	
4461	Utilities	7,500	
4391	Health Insurance	17,000	
4392	Dental, Vision & Life Insurance	600	
4393	Unemployment	400	
4394	IMRF Expense	2,100	
4395	FICA Expense	1,250	
Total Pantry			<u>69,350</u>
Community & Veterans Affairs			
Community Relations			
4608	Salaries	104,500	
4611	Education & Training	2,200	
4614	Printing	800	
4615	Postage	450	
4617	Equipment & Furniture	2,300	
4619	Office Supplies	900	
4620	Satellite Office Programs	1,500	
4621	Satellite Office Utilities	6,000	
4623	Satellite Office Phone & Internet	3,920	
4624	Travel	1,000	
4625	Communications	64,000	
4626	Community Service Awards	2,000	
4628	Historical Maker Program	2,400	
4629	Dues & Subscriptions	210	
4631	Community Festivals	13,000	
4691	Health Insurance	23,900	
4692	Dental, Vision & Life Insurance	1,160	
4693	Unemployment	800	
4694	IMRF Expense	5,267	
4695	FICA Expense	3,198	
Total Community Relations			<u>239,505</u>
Veterans Affairs			
4700	Salary	20,900	
4701	Veterans Honor Roll	4,000	
4703	Travel	250	
4704	Supplies	300	
4705	Training	1,000	
4706	Printing	400	
4707	Postage	430	
4793	Unemployment	390	
4794	IMRF Expense	1,053	
4795	FICA Expense	640	
Total Veterans Affairs			<u>29,363</u>
Total Community & Veterans Affairs			<u>268,868</u>

Emergency Services			
4801	Salaries	40,800	
4802	Equipment	22,000	
4803	Uniforms	7,000	
4804	Printing	1,000	
4805	Postage	100	
4806	Office Supplies	750	
4807	Miscellaneous	1,000	
4808	Education & Training	10,000	
4809	Pre-Volunteer Screening	500	
4810	Travel	2,500	
4812	Volunteer Appreciation	3,500	
4813	Vehicle Fuel & Maintenance	8,000	
4814	Communications	9,000	
4815	Emergency Ops Center	7,000	
4891	Health Insurance	16,700	
4892	Dental, Vision & Life Insurance	580	
4893	Unemployment	390	
4894	IMRF Expense	2,060	
4895	FICA Expense	1,250	
Total Emergency Services			134,130
Assessor's Office			
4405	Office Supplies	4,410	
4407	Printing	1,225	
4409	Salaries	120,232	
4411	Equipment	3,430	
4413	Travel	3,234	
4415	Dues, Subs & Publications	2,695	
4419	Training	3,430	
4426	Miscellaneous	1,176	
4433	Professional Services	980	
4491	Health Insurance	11,600	
4492	Dental, Vision & Life Insurance	1,750	
4493	Unemployment	1,200	
4494	IMRF Expense	6,050	
4495	FICA Expense	3,700	
4525	Communications	1,000	
Total Assessor's Office			166,112

Facilities & Maintenance

4200	Salaries	273,000
4202	Office Supplies	400
4204	Janitorial Supplies - Elgin	800
4205	Janitorial Supplies - Town	4,000
4206	Janitorial Supplies - Senior	5,000
4207	Janitorial Supplies - Astor	1,000
4208	Housekeeping Contract	47,500
4209	Building Contracts	12,500
4210	Building Maintenance - Town	7,500
4211	Building Maintenance - Senior	9,000
4212	Building Maintenance - Astor	1,500
4213	Equipment Maintenance - Town	9,000
4214	Equipment Maintenance - Senior	12,000
4215	Equipment Maintenance - Astor	1,200
4216	Equipment Rental	2,000
4217	Education & Training	1,000
4218	Vehicle Maintenance - Town	5,000
4219	Vehicle Fuel - Town	6,500
4220	Seasonal Projects Assistance	4,500
4221	Cell Phone / Communications	1,500
4222	Trash Removal - Town	2,500
4223	Trash Removal - Senior	2,500
4224	Trash Removal - Astor	2,500
4225	Grounds/Reserve Maintenance	11,000
4226	Uniforms	1,000
4227	Miscellaneous	1,000
4230	Building Maintenance - Izaak	4,000
4231	Equipment Maintenance - Izaak	4,000
4232	Trash Removal - Izaak	1,200
4291	Health Insurance	46,000
4292	Dental, Vision & Life Insurance	2,900
4293	Unemployment	1,950
4294	IMRF Expense	13,759
4295	FICA Expense	8,354

Total Facilities & Maintenance

507,563

Community Health

4450	Salaries	174,522
4451	Postage	600
4452	Office Supplies	2,000
4453	Printing	1,800
4454	Travel	1,200
4455	Dues, Subs & Publications	275
4456	Community Affairs	3,325
4457	Furniture & Computer Equip	2,500
4459	Professional Services	1,500
4461	Miscellaneous	1,000
4462	License/Professional Insurance	300
4465	Medical Supplies	7,350
4466	Communications	1,750
4467	Crisis Care	2,000
4491	Health Insurance	20,300
4492	Dental, Vision & Life Insurance	1,750
4493	Unemployment	1,560
4494	IMRF Expense	8,796
4495	FICA Expense	5,340

Total Community Health

237,868

Youth and Family Services

Administration & Clinical

4608	Salaries	503,500
4611	Education & Training	6,850
4612	Consulting Fees	3,600
4613	Answering Service	1,200
4614	Printing	1,500
4615	Postage	400
4616	Books and Journals	400
4617	Equipment Maintenance	2,000
4618	Psychiatric backup	9,000
4619	Office Supplies	3,000
4620	Community Affairs	2,100
4621	Recruitment & Pre-Employment	1,800
4622	Miscellaneous	700
4623	Travel	3,500
4624	Intern Stipends	3,500
4626	Equipment and Furniture	5,000
4628	Tutoring	24,000
4629	Dues & Subscriptions	500
4691	Health Insurance	71,350
4692	Dental, Vision & Life Insurance	5,300
4693	Unemployment	3,900
4694	IMRF Expense	25,600
4695	FICA Expense	15,500

Total Administration & Clinical

694,200

Outreach & Prevention

4640	Salaries	226,700
4627	Open Gym Program	81,600
4643	Education & Training	2,000
4644	Travel	3,000
4645	Printing	800
4646	Postage	200
4647	Office Supplies	1,000
4648	Community Affairs	1,000
4649	Professional Services	1,200
4650	Program Supplies	2,000
4651	Cell Phones	1,500
4655	Transportation	1,750
4791	Health Insurance	40,000
4792	Dental, Vision & Life Insurance	2,900
4793	Unemployment	4,500
4794	IMRF Expense	15,500
4795	FICA Expense	9,400

Total Outreach & Prevention

395,050

Total Youth & Family Services

1,089,250

Total Town Fund Expenses/Appropriations

4,824,168

2. SENIOR CENTER/SENIORCITIZEN SERVICES FUND

Beginning Balance April 1, 2016 **1,227,481**

Estimated Revenues		
3000	Property Tax	1,045,850
3250	Interest Income	1,500
3300	Other Income	4,500
3325	Aid Transportation Fees	29,000
3330	Mental Health Grant	41,000
3331	Volunteer Express Grant	5,000
3350	LIHEAP Fees	6,500
3425	Senior Center Transportation Grants	31,700
3426	Congregate Nutrition Grant	43,500
3450	Transfer From Road & Bridge Fund*	225,000
3500	Senior Programs	92,000
3501	Congregate Meal Donations	33,500
3504	Home Delivered Meals Grant	46,000
3505	Home Delivered Meals Donations	17,800
3507	Material Fees	20,000
3508	Nutrition Event Catering	5,000
3509	Lending Closet	8,000

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

Total Estimated Revenue	<u>1,655,850</u>
Total Estimated Funds Available	2,883,331
Total Expenditures/Appropriations	<u>1,705,710</u>
Estimated Cash on Hand March 31, 2017	1,177,621

Expenditures		
Administration		
4517	Salaries	488,500
4522	Contingency	25,000
4523	Recruitment	1,000
4524	Utilities	63,000
4525	Telephone & Internet	2,100
4527	Equipment	10,000
4528	Office Supplies	9,000
4529	Postage	4,000
4530	Printing	4,000
4534	Dues, Sub & Publications	2,800
4535	Travel	2,000
4536	Education & Training	3,500
4538	Community Affairs	1,000
4539	Miscellaneous	1,000
4541	Transfer to Capital Fund	50,000
4591	Health Insurance	88,450
4592	Dental, Vision & Life Insurance	5,000
4593	Unemployment	6,000
4594	IMRF Expense	25,000
4595	FICA Expense	15,000

Total Administration 806,350

Programs & Services			
4514	Satellite Programming	2,000	
4510	Weekend Programming	3,000	
4515	Programming	94,000	
4516	Social Services	1,500	
4519	Senior Assistance	3,000	
4520	Volunteer Services	14,000	
4526	Club 59 Newsletter	12,000	
4531	Computer Instruction	1,000	
4532	Visual Arts	16,000	
4560	Pyschiatric Services	16,000	
Total Programs & Services			162,500
Nutrition			
5550	Congregate Salaries	56,000	
5551	Congregate Food	50,000	
5552	Congregate Equipment	2,000	
5553	Congregate Supplies	4,000	
5554	Training	500	
5555	Recruitment	500	
5556	Home Delivered Meals Salaries	33,150	
5557	Home Delivered Meals Benefits	6,630	
5558	Home Delivered Meals Food	50,000	
5559	Home Delivered Meals Equipment	500	
5560	Home Delivered Meals Supplies	3,800	
5561	Event Catering	2,500	
5791	Health Insurance	9,800	
5792	Dental, Vision & Life Insurance	580	
5793	Unemployment	650	
5794	IMRF Expense	2,800	
5795	FICA Expense	1,700	
Total Nutrition			225,110
Transportation			
4513	Alternative Transportation	5,000	
4512	Volunteer Express	2,000	
4518	Vehicle Maintenance	45,000	
4546	Salaries	303,000	
4547	Dispatch Software	18,550	
4549	Recruitment	1,000	
4550	Telephone	6,400	
4551	Training	2,000	
4552	Fuel	42,500	
4553	Uniforms	1,200	
4691	Health Insurance	53,100	
4692	Dental, Vision & Life Insurance	4,500	
4693	Unemployment	3,000	
4694	IMRF Expense	15,000	
4695	FICA Expense	9,500	
Total Transportation			511,750
Total Senior Center Fund / Senior Citizen Services Fund Appropriations			1,705,710

3. WELFARE SERVICES

Beginning Balance April 1, 2016		358,571
Estimated Revenues		
3000 Property Tax	372,893	
3100 Replacement Tax	4,000	
3250 Interest Income	1,000	
3300 Other Income	15,000	
3350 CEDA - LIHEAP	5,000	
3325 Grants	1	
Total Estimated Revenues	<u> </u>	<u>397,894</u>
Total Estimated Funds Available		756,465
Total Expenditures/Appropriations		<u>442,650</u>
Estimated Cash on Hand March 31, 2017		313,815
Expenditures		
Home Relief		
4102 Rent	134,000	
4103 Utilities	22,000	
4105 Personal Essentials	24,000	
4106 Travel Expenses	10,000	
4110 Burial	1,500	
4107 Medical	25,000	
4116 Catastrophic Insurance Premium	3,500	
4117 Miscellaneous	100	
4119 Emergency Assistance	50,000	
Total Welfare Services Home Relief	<u> </u>	270,100
Administration		
4201 Salaries	130,000	
4202 Office Supplies	3,250	
4204 Equipment	4,500	
4205 Travel & Training	2,000	
4206 Postage	250	
4210 Printing	1,500	
4212 Dues & Publications	500	
4213 Community Affairs	1,000	
4507 Professional Services	1,500	
4509 Volunteer Appreciation	1,750	
4510 Miscellaneous	500	
4591 Health Insurance	13,200	
4592 Dental, Vision & Life Insurance	1,200	
4593 Unemployment	800	
4594 IMRF Expense	6,600	
4595 FICA Expense	4,000	
Total Welfare Services Administration	<u> </u>	172,550
Total WS Budgeted Expenditures/Appropriations		442,650

4. MENTAL HEALTH FUND

Beginning Balance April 1, 2016		1,094,525
Estimated Revenues		
3000 Property Tax	1,083,165	
3100 Replacement Tax	12,000	
3250 Interest Income	1,500	
3300 Other Income	1,000	
3350 Rental Income	12,000	
3850 Tide Transportation Fee	4,500	
3855 Telephone Reimbursement	6,000	
3950 AID Transportation Fees	2,000	
	<hr/>	
Total Estimated Revenues		<u>1,122,165</u>
Total Estimated Funds Available		2,216,690
Budgeted Expenditures		
Service Contracts	1,280,000	
Administration	102,100	
Community Resource Center	45,500	
	<hr/>	
Total Expenditures/Appropriations		
Community Mental Health (708) Fund		<u>1,427,600</u>
Estimated Cash on Hand March 31, 2017		789,090

Expenditures
Service Contracts

4100	CAC CASI	18,500
4102	CAC Family Support	3,300
4103	CAC Safe from the Start	18,000
4104	CCC Domestic Violence Shelter	30,000
4105	CCC Domestic Violence Counsel	26,000
4107	Open Door Clinic	5,000
4108	AID Supportive Employment	40,200
4109	AID Case Management	5,200
4112	Clearbrook Children's Program	7,500
4113	Clearbrook Day Services	4,200
4123	Easter Seals	55,000
4128	Renz Outpatient	60,000
4129	Day One Network	7,500
4130	Northwest CASA	8,200
4131	AID Transportation	29,000
4132	Ecker Therapy Services	81,000
4135	Ecker Center/PEP	8,100
4136	HTYFS Psychiatric Back-up	9,000
4137	HTYFS Alt. to Suspension	25,000
4138	Contract Support Services	150,000
4139	HTYFS Interventionist	50,000
4140	Maryville Academy Casa Salama	25,000
4141	Shelter Inc Healthy Families	12,500
4142	Centro de Informacion	32,800
4146	Bridge YFS - Crisis Intervention	10,500
4148	FSA - Youth	22,000
4149	FSA - Adult	12,000
4156	Epilepsy Foundation	1,000
4158	Summitt Center	12,000
4162	TIDE Transportation	15,000
4165	Alexian Brothers - Outpatient Psych	23,800
4166	PADS of Elgin	25,000
4167	HTSS - Senior MH	40,000
4172	Countryside In-Home Respite	3,000
4175	WINGS Transitional Shelter	10,000
4177	Staff Development Fund	30,000
4178	MI-Drug / Medical Tests Fund	5,000
4179	Challenge Grant Fund	40,000
4180	Capital Grant Fund	40,000
4183	CCC SA Counseling	9,000
4188	Bartlett Learning Center	7,200
4192	Leyden FS - Detox/Rehab	50,000
4193	Boys and Girls Club	5,500
4194	CCC - Strategies for Safety	6,000
4196	Catholic Charities Caregivers Group	3,500
4199	Veternan's Mental Health	20,000
4200	Kenneth Young Center - SASS	9,500
4201	Journeys - Hope Center	4,000
4203	Clearbrook - Residential	5,000
4204	Eater Seals: Family Support	10,000
4205	Mental Health Housing	150,000

Total Service Contracts

1,280,000

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	4,000	
4005	Training	750	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	56,500	
4012	Office Supplies	1,000	
4013	Postage	500	
4014	Equip / Database	2,000	
4537	Community Relations	1,000	
4538	Miscellaneous	500	
4539	Dues	2,000	
4540	Special Events	1,000	
4541	Printing	1,500	
4544	Consultants	8,000	
4591	Health Insurance	6,500	
4592	Dental, Vision and Life Insurance	650	
4593	Unemployment	500	
4594	IMRF Expense	5,700	
4595	FICA Expense	4,350	
Total Administration			102,100
Community Resource Center			
4210	Utilities	8,000	
4213	Janitorial	5,500	
4214	Rent	10,000	
4216	Telephone Systems Maintenance	2,000	
4217	Capital Improvements	5,000	
4250	Building Maintenance	5,500	
4286	Agency Support Services	9,500	
Total Community Resource Center			45,500
Total Expenditures/Appropriations			
Community Mental Health (708) Fund			1,427,600

5. IMRF FUND

Beginning Balance April 1, 2016			121,707
Estimated Revenues			
3000 Property Tax		177,500	
3250 Interest Income		100	
Total Estimated Revenues		<u>177,600</u>	<u>177,600</u>
Total Estimated Funds Available			299,307
Budgeted Expenditures/Appropriations			
4508 IMRF		177,600	
Total Expenditures/Appropriations		<u>177,600</u>	<u>177,600</u>
Estimated Cash on Hand March 31, 2017			121,707

6. SOCIAL SECURITY

Beginning Balance April 1, 2016			79,274
Estimated Revenues			
3000 Property Tax		142,000	
3250 Interest Income		100	
Total Estimated Revenues		<u>142,100</u>	<u>142,100</u>
Total Estimated Funds Available			221,374
Budgeted Expenditures/Appropriations			
4522 Social Security		142,100	
Total Expenditures/Appropriations		<u>142,100</u>	<u>142,100</u>
Estimated Cash on Hand March 31, 2017			79,274

7. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2016			448,568
Estimated Revenues			
3250 Interest Income		500	
3440 Bus Fares & Donations		8,000	
3450 Transfer from Road & Bridge - Senior Trans.*		25,000	
3460 Transfer from Town Fund		15,000	
Total Estimated Revenues		<u>48,500</u>	<u>48,500</u>
Total Estimated Funds Available			497,068
Budgeted Expenditures			
4408 Vehicle Purchase		40,000	
4540 Senior Bus Purchase		70,000	
Total Expenditures/Appropriations		<u>110,000</u>	<u>110,000</u>
Estimated Cash on Hand March 31, 2017			387,068

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

8. CAPITAL PROJECTS FUND

Beginning Balance April 1, 2016			438,959
Estimated Revenues			
3445 Grant		1,000	
3455 From Town Fund		1,150,000	
3450 From Senior Fund		50,000	
Total Estimated Revenues		<u>1,201,000</u>	<u>1,201,000</u>
Total Estimated Funds Available			1,639,959
Budgeted Expenditures			
4414 Town & Senior Parking Lots		395,000	
4415 Senior Center Improvements		40,000	
4420 Izaak Walton Ctr Improvements		25,000	
4425 Building & Permanent Improvements		1,100,000	
Total Expenditures/Appropriations		<u>1,560,000</u>	<u>1,560,000</u>
Estimated Cash on Hand March 31, 2017			79,959

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES FOR THE FISCAL YEAR ENDING MARCH 31, 2017, BY FUND IS:

GENERAL TOWN FUND	4,824,168
SENIOR CENTER/SENIOR CITIZEN SERVICES FUND	1,705,710
WELFARE SERVICES FUND	442,650
COMMUNITY MENTAL HEALTH FUND	1,427,600
IMRF FUND	177,600
FICA FUND	142,100
VEHICLE REPLACEMENT FUND	110,000
CAPITAL PROJECTS FUND	1,560,000

TOTAL APPROPRIATIONS 10,389,828

SECTION 3: THAT EACH TOTAL IS DIVIDED AMONG THE SEVERAL OBJECTS AND PURPOSES SPECIFIED AND IN PARTICULAR AMOUNTS STATED FOR EACH FUND RESPECTIVELY IN SECTION 1, CONSTITUTING THE TOTAL APPROPRIATION IN THE AMOUNT OF **ETen Million Three Hundred and Eighty Nine Thousand Eight Hundred and Twenty-Eight (\$10,389,828)** FOR THE FISCAL YEAR ENDING MARCH 31, 2017.

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

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

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

ADOPTED ON FEBRUARY 16, 2016 AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS, BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____
 Nays _____
 Absent _____

 Supervisor

 Township Clerk

CERTIFICATION

I, Kathleen Dolan Baumer, do hereby certify that I am Clerk of the Hanover Township, Cook County, Illinois and that the foregoing is a true, correct and exact copy of Ordinance No. 2016-_____ adopted and approved by the Board of Trustees of said Township at the regular meeting, duly and legally called, and held February 16, 2016, as the same appears in the records in my possession and custody as such clerk.

Dated this February 16th, 2016.

 Township Clerk

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

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR THE TOWNSHIP
OF HANOVER ROAD DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING
APRIL 1, 2016 AND ENDING MARCH 31, 2017

BE IT ORDAINED BY THE BOARD OF TRUSTEES, TOWNSHIP OF HANOVER, COOK COUNTY, ILLINOIS.
AS FOLLOWS:

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

1. General Road Fund

Beginning Balance on April 1, 2016		1,072,406
Estimated Revenues		
Property Tax	897,876	
Replacement Tax	20,000	
Interest Income	5,000	
Permits and Fines	1,500	
Traffic Enforcement Fees	1,500	
Other	1,000	
Total Estimated Revenues		926,876
Total Estimated Funds Available		1,999,282
Budgeted Expenditures		
Road Maintenance	840,000	
Equipment	161,500	
Bridge Maintenance	10,000	
Buildings	445,000	
Administration/Transfers*	396,650	
Total Expenditures/Appropriations		1,853,150
Estimated Cash on Hand March 31, 2017		146,132

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

Expenditures

Road Maintenance

4600	Controlled Substance Test	500
4601	Salaries	182,000
4602	Operating Supplies & Materials	35,000
4603	Gasoline	20,000
4605	Maintenance / Supplies	2,500
4606	Engineering	25,000
4607	Contract Work	450,000
4610	Street Lighting	20,000
4614	Signs, Stripping & Tree Removal	5,000
4616	Salt	<u>100,000</u>

Total Road Maintenance 840,000

Equipment

4604	Machine Rental	1,500
4608	Equipment Purchase	100,000
4609	Maintenance Vehicles & Equip	<u>60,000</u>

Total Equipment 161,500

Bridge Maintenance

4615	Bridge Repair and Maintenance	<u>10,000</u>
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Total Bridge Maintenance 10,000

Buildings

4612	Buildings & Perm Improvement	90,000
4613	Building Maintenance	5,000
4617	Land/Building Acquisition & Improvemer	<u>350,000</u>

Total Buildings 445,000

Administration

4700	Postage	1,500
4701	Legal	20,000
4702	Insurance	32,000
4703	Accounting	2,500
4704	Telephone	3,500
4705	Dues, Subscriptions & Publications	1,000
4706	Travel Expense	1,500

4707	Printing	1,000	
4708	Training & Conferences	1,000	
4709	Uniforms and Safety Equipment	1,500	
4710	Community Affaris	20,000	
4711	Utilities	6,500	
4712	Miscellaneous	2,000	
4713	Service Charges	200	
4714	Office Supplies	2,500	
4716	Transfer to Sr Transportation*	225,000	
4717	Transfer to Vehicle Fund*	25,000	
4791	Health Insurance	15,500	
4792	Dental, Vision & Life Insurance	1,250	
4793	Unemployment	1,200	
4794	IMRF Expense	18,000	
4795	FICA Expense	14,000	
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Total Administration			396,650

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

Total General Road Fund Expenditures/Appropriations 1,853,150

SECTION 2: THAT THE AMOUNT APPROPRIATED FOR ROAD DISTRICT PURPOSES FOR THE
FOR THE FISCAL YEAR ENDING MARCH 31, 2017

General Road Fund			
	Road Maintenance	840,000	
	Equipment	161,500	
	Bridge Maintenance	10,000	
	Buildings	445,000	
	Administration & Transfers	396,650	
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Total General Road Fund			1,853,150
Total Expenditures/Appropriations			1,853,150

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

One Million Eight Hundred Fifty Three Thousand One Hundred and Fifty Dollars
\$1,853,150 FOR THE FISCAL YEAR ENDING MARCH 31, 2017

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

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

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

Adopted on February 16th at Hanover Township, Cook County, Illinois, by the Hanover Township Board of Trustees by Roll Call Vote:

Ayes _____

Nays _____

Absent _____

SUPERVISOR

TOWNSHIP CLERK

CERTIFICATION

I, Kathleen Dolan Baumer , do hereby certify that I am Clerk of the Hanover Township, Cook County, Illinois and that the foregoing is a true, correct and exact copy of Ordinance No. 2016-_____ adopted and approved by the Board of Trustees of said Township at the regular meeting, duly and legally called, and held February 16, 2016, as the same appears in the records in my possession and custody as such clerk.

Dated this February 16th, 2016.

Township Clerk

January 13, 2016

Board of Trustees
Hanover Township
250 S. Route 59
Bartlett, IL 60103

Dear Board of Trustees:

We are pleased to confirm our understanding of the services we are to provide for the years ended March 31, 2016 and 2017. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Hanover Township of and for the years ended March 31, 2016 and 2017. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Hanover Township's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Hanover Township's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedules
3. Multiyear Schedule of Changes in Net Pension Liability and Related Ratios – Illinois Municipal Retirement Fund
4. Multiyear Schedule of Contributions – Illinois Municipal Retirement Fund

We have also been engaged to report on supplementary information other than RSI that accompanies Hanover Township's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements to certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Budget Comparison Schedule – Major Funds
2. Combining Statements
3. Budget Comparison Schedule – Non-Major Funds

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Hanover Township's financial statements. Our report will be addressed to the Board of Trustees of Hanover Township. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Hanover Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of Hanover Township in conformity with the U.S. generally accepted accounting principles based on information provided by you.

We will also prepare the Annual Financial Report for the State of Illinois for the years ending March 31, 2016 and 2017.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of supplementary information in the electronic site with the original document.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential

information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Cynthia M. Hitzemann is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. To ensure that Tighe, Kress, & Orr, P.C.'s independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel. We expect to begin our audit in the Summer of 2016 and 2017.

We estimate that our fees for the audit and information returns will be \$13,800 each year for the years ended March 31, 2016 and 2017. You will also be billed for travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

All invoices are due and payable upon presentation. Amounts not paid upon presentation will be subject to a late payment charge of 1.5% per month (18% per year) and we reserve the right to withhold our work product until all current and prior invoices are paid in full. If for any reason the account is turned over to an attorney for collection, an additional charge of 33 1/3% will be added to cover the collection costs.

In the event of a dispute related in any way to our services, our firm and you agree to discuss the dispute and, if necessary, to promptly mediate in a good faith effort to resolve. We will agree on a mediator, but if we cannot, either of us may apply to a court having personal jurisdiction over the parties for appointment of a mediator. We will share the mediator's fees and expenses equally, but otherwise will bear our own attorneys' fees and mediation cost. Participation in such mediation shall be a condition to either of us initiating litigation. In order to allow time for the mediation, any applicable statute of limitations shall be tolled for a period not to exceed 120 days from the date either of us first requests in writing to mediate the dispute. The mediation shall be confidential in all respects, as allowed or required by law, except our final settlement positions at mediation shall be admissible in litigation solely to determine the prevailing party's identify for purposes of the award of attorneys' fees. You agree to keep all matters related to disputes and complaints related to this engagement confidential.

We have the right to withdraw from this engagement, at our discretion, if you do not provide us with any information we request in a timely manner, refuse to cooperate with our reasonable requests or misrepresent any facts. Our withdrawal will release us from any obligation to complete your annual financial report and will constitute completion of our engagement. You agree to compensate us for our time and out-of-pocket expenses through the date of our withdrawal.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Tighe, Kress & Orr, P.C.
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Hanover Township.

Board member signature: _____

Title: _____

Date: _____

Management signature: _____

Title: _____

Date: _____