



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of Town Board
March 22, 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. Streamwood Falcons Cheer Teams
 - B. Metropolitan Township Association
- V. Hearing Regarding the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances
 - A. Explanation of the Hanover Township and the Hanover Township Road District Budget and Appropriation Ordinances
 - B. Comments and Questions from the Board regarding the Ordinances
 - C. Comments and Questions from the Public regarding the Ordinances
 - D. Approve – Hanover Township Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2016 and Ending March 31, 2017
 - E. Approve – Hanover Township Road District Budget and Appropriation Ordinance for the Fiscal Year Beginning April 1, 2016 and Ending March 31, 2017
 - F. Adjournment to Regular Board Meeting
- VI. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Highway Commissioner’s Report
 - D. Assessor’s Report
 - E. Treasurer’s Report
 - F. Trustee Liaisons’ Committee Reports
 - G. Department Reports
- VII. Bill Paying
- VIII. Unfinished Business

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.

- IX. New Business
 - A. Special Meeting Minutes of March 8, 2016
 - B. Approval of the 2016 Annual Town Meeting Agenda
 - C. Appointment to the Hanover Township Mental Health Board
- X. Executive Session
- XI. Other Business
- XII. Adjournment

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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 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	Environmental 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
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* 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
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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>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		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		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	
Total Estimated Revenues	<u>1,122,165</u>	<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	
Total Expenditures/Appropriations	<u>1,427,600</u>	<u>1,427,600</u>
Community Mental Health (708) Fund		
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	<u>10,389,828</u>

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 MARCH 22, 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 March 22, 2016, as the same appears in the records in my possession and custody as such clerk.

Dated this March 22, 2016.

 Township Clerk

CERTIFICATION BY CHIEF FISCAL OFFICER

I hereby certify that I am the Chief Fiscal Officer of the Hanover Township, and that the following is an estimate of revenues, by source, expected to be received by the Hanover Township, Cook County, Illinois for the fiscal year April 1, 2016 through March 31, 2017.

Property Taxes	6,374,548
Replacement Taxes	46,000
Interest	14,700
Rent	22,500
Intra Fund Charges	4,500
Fees	343,500
Grants & Donations	271,502
Transfers From Other Funds	1,465,000
	<hr/>
TOTAL REVENUE	8,542,250

The above is certified this 22nd day of March, 2016.

Brian P. McGuire
Hanover Township Supervisor

Attest: Kathleen Dolan Baumer
Hanover Township Clerk

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

AN ORDINANCE MAKING APPROPRIATIONS TO DEFRAY EXPENDITURES FOR THE TOWNSHIP OF HANOVER ROAD DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING APRIL 1, 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
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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
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Total Estimated Funds Available	1,999,282
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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
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Estimated Cash on Hand March 31, 2017	146,132
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* 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	
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	
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 March 22nd 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 March 22, 2016, as the same appears in the records in my possession and custody as such clerk.

Dated this March 22nd, 2016.

Township Clerk

CERTIFICATION BY CHIEF FISCAL OFFICER

I hereby certify that I am the Ex-Officio Treasurer of the Hanover Township Road District, and that the following is an estimate of revenues, by source, expected to be received by the Hanover Township Road District, Cook County, Illinois for the fiscal year April 1, 2016 through March 31, 2017.

Property Taxes	897,876
Replacement Taxes	20,000
Interest	5,000
Fees	4,000
	<hr/>
TOTAL REVENUE	<u><u>\$926,876</u></u>

The above is certified this 22nd day of March, 2016.

Brian P. McGuire
Ex-Officio Treasurer of the Hanover Township Road District

Attest: Kathleen Dolan Baumer
Ex-Officio Clerk of the Hanover Township Road District

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Passports</i>	452	360	3,504	2,489
Photo fees	\$1,690	\$1,245	\$12,895	\$8,970
Fee deposits	\$8,400	\$7,500	\$72,270	\$51,120
<i>Fishing/Hunting licenses</i>	0	1	64	86
<i>Handicap Placards</i>	13	14	176	212
<i>Cook County vehicle stickers</i>	0	2	240	412
<i>Human Resources Requests</i>	113	98	1,471	1,367
<i>New Employee Orientations</i>	0	1	17	17
<i>Technology work orders</i>	36	31	397	308
<i>Resident Contacts</i>	2,545	2,275	20,153	16,275
<i>Percent of Budget Expended (92% of year)</i>	6.5%	5.8%	76%	72.3%
<i>Grant application submissions</i>	0	0	2	9

Department Highlights

- Administrative Services acceptance of passports continues to grow. So far this fiscal year, Resident Services has processed over 1,000 more passports than at this time last year. Resident Services information has been marketed over the last year in Hanover Happenings.
- The Illinois Counties Risk Management Trust (ICRMT) performed a worker's compensation audit on February 4th. The audit reviews payroll records to determine premium rates for the worker's compensation portion of the Township's liability insurance.
- Assistant Administrator Powers facilitated the contract agreements between the Township and new IT provider, ProxIT, which was approved in March by the board. Ongoing discussions regarding the transfer of services will begin in March with ProxIT taking over IT services effective April 1st.
- Continued research into time and attendance software options to provide a more efficient way of tracking and reporting hourly employee's time worked. This review is in anticipation of upcoming changes from the Department of Labor on exempt/non-exempt classifications.
- Management Analyst Hughes began updating the GFOA budget document in preparation for submission for the budget award. In addition, he also became a GFOA budget reviewer and completed his first budget review this month.
- A lunch and learn was held on February 24th in coordination with the Wellness Workgroup. The Director of Nutrition Programs and Executive Chef at the Northern Illinois Food Bank led a cooking demonstration on food preparation and heart healthy choices.
- Administrative Services continues to coordinate with NJS on the formation of the 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.
- The Mental Health Housing Task Force met on February 16th. A representative from UP Development attended to discuss their organization and interest in the housing needs of the community. A report is currently being drafted by the Task Force to be presented to the Board in the new fiscal year.

Hanover Township 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.

OFFICE OF THE ASSESSOR

Report for February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Administration</i>				
Office visits	729	570	4,358	3,894
Building permits processed	258	205	5,170	4,412
Sales recording	66	15	607	899
Change of Name*	17	25	168	129
Property tax appeals	0	0	983	814
Certificate of Errors	83	59	726	429
Property location updates	3	2	17	22
New owner mailings	87	13	583	692
Long time occupants*	0	0	0	0
<i>Exemptions</i>				
Homeowner exemptions	42	35	248	67
Senior home owner exemptions	144	152	774	532
Senior freeze exemptions*	159	137	842	669
Miscellaneous exemptions	195	132	307	189
<i>Foreclosures</i>	18	7	160	267

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. February had a total of 14 visitors after 4:30pm.
- We have a total of 1,728 e-mails on our contact list. We added 17 e-mails in February.
- Foreclosures February 2016 27%. Foreclosures February 2015 47%.
- Hanover Township is open for Board of Review appeals January 4 thru February 2. The last day appeals were accepted in our office was Friday January 29.
- Chief Deputy Assessor Glascott attended the Employee Wellness workgroup February 5
- Deputy Assessor Deyne attended a Disabled Veterans Seminar sponsored by Schaumburg Township on February 17th.
- Assessor's Office staff attended the Lunch n Learn on February 24th.
- Assessor Smogolski and Chief Deputy Assessor Glascott attended the Cook County Township Assessors Association meeting February 26

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 February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Appointments</i>				
ProTimes	23	25	244	258
TB skin test	8	6	75	76
Cholesterol	7	28	84	128
Pharmaceutical Assistance Programs	1	3	7	17
Miscellaneous labs	9	9	85	86
Wellness Screening (BP, diabetes, anemia)	12	17	374	190
Other	38	22	380	401
<i>Clinic Clients</i>				
Senior Center/ home visits	85	89	1,066	998
Astor Avenue	14	4	144	121
Elgin, Izaak Walton Center	2	13	39	69
Offsite clinics	18	21	151	163
Total clients (unduplicated)	37	53	412	587
<i>Public Education & Health Promotion</i>				
Media coverage	4	4	50	54
Informational seminars/Program	5	6	69	114
Program Participants	124	56	1,569	1,844
<i>Primary Care Provider Support</i>	3	8	94	140
<i>Phone Triage</i>	299	309	4,766	4,967

Department Highlights

- Provided 8 home visits for residents in the month of February.
- In honor of February being Heart Health Awareness Month, the Community Health Nurse provided heart disease risk assessments.
- In the month of February the department received approval to become an extension host site for child vaccinations in partnership with KidCare Medical.
- February 3, Director and Community Health Nurse attended the Northwest Municipal Nurse's Meeting.
- February 5, Hanover Township staff wore red to raise awareness for Heart Health Awareness Month.
- February 10, Director, Community Health Nurse, and Community Health Assistant certified 18 Streamwood High School Students in CPR for the Healthcare Provider.
- February 11, the Office of Community Health hosted Life Line Screening, a company that provides cardiovascular screenings for the community. 91 people participated in these screenings.
- February 18, Director certified 4 teachers from Oak Hill Elementary School in First Aid.

Office of Community Health Mission Statement:

The 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 February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Website Visits</i>	5,124*	8,200	79,024	90,575
<i>Facebook Likes</i>	137	2	1,419	738
<i>Media Releases</i>	4	5	64	71
<i>Veteran Contacts</i>	69	26	394	204
<i>Total Veterans served</i>	43	19	257	129
<i>Total Resident Contacts (Elgin office)</i>	133	100	2,524	2,076

*Note: With the new website, CVA will now be using Google Analytics for tracking website metrics. For unknown reasons, the total number of visits does not match the trends of website visits from our former website provider Weblinx. Please contact Director Kuttenberg for more information or any questions.

Department Highlights

- CVA and Senior Services coordinated and participated in a Veterans' Field Trip to the Rockford Memorial Hall on February 3. Over 20 veterans attended the free trip.
- CVA staff joined Supervisor McGuire in attending the combined holiday party of Bartlett Legion Post 1212 and Bartlett VFW Post 11018 on February 13. Supervisor and staff spoke with the attendees about the programs and services available to Township veterans and their family members. Staff and officials have now visited and spoke to every VFW and Legion Post that serves the Hanover Township community.
- CVA staff launched a new Veterans' program on February 17, called "Veterans Sit-down". This program will be conducted every other month and feature guest speakers and educational topics for veterans and their family members. 17 people attended the first program on 2/17 at the Senior Center
- CVA staff joined Commissioner Ochoa on February 24 in attending the annual State of the Village Address by the Hoffman Estates Mayor at the Sears Centre Arena.
- CVA staff joined Supervisor McGuire in attending the Southwicke on Sutton Homeowners Association meeting on February 24 at the Streamwood Police Department. The Supervisor spoke to the residents about the programs and services available to all residents and answered questions on local government consolidation and elimination. Residents expressed concern over the county taking over Township services.
- In January, CVA began conducting satellite office hours at American Legion Post 57 in Elgin after receiving a request from the Post Commander that veterans services for Cook County post members was needed. On the last Wednesday of the month, CVA staff will be at the post for three hours providing services to Township veterans.

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DEPARTMENT OF EMERGENCY SERVICES

Report for February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Volunteers</i>				
Total volunteers	29	28	30	32
New volunteers	0	0	4	16
<i>Hours</i>				
Volunteer Detail Hours	256	169	2,706.25	3,126
Volunteer Work Hours	318	175	1,861.25	1,722.3
Volunteer Training Hours	299	185	1,598	1,500
<i>Total Volunteer Hours</i>	873	529	6,165.5	6,077.65
<i>Details</i>				
Emergency Call Outs	4	3	69	50
Safety Patrols	5	5	59	41
Township Sponsored Events	0	1	43	26
Other Community Events	1	1	67	52
Miscellaneous	0	0	15	12
<i>Total Details</i>	10	10	253	184

Department Highlights

- HTES received Re-certification as an emergency management agency from the Cook County Department of Homeland Security through February 2018. This Re-certification was awarded to HTES following an extensive evaluation of HTES and its ability to provide the key emergency management goals of prevention, mitigation, preparedness, response and recovery. With this recognition of HTES by Cook County Department of Homeland Security, we remain the only certified emergency management agency in all of Cook County.
- Emergency Call Outs
 - HTES responded with search and rescue personnel to the Village of Carpentersville on February 3rd to assist in the search for a dementia patient that was missing.
 - HTES responded with search and rescue personnel to the Village of Barrington Hills on February 9th to assist in the search for a missing person.
 - HTES conducted an emergency patrol and subsequent damage assessment due to severe winter weather on February 14th.
 - HTES responded to assist the Streamwood Police Department for traffic control on February 19th at North Avenue and Lake Street. A traffic control signal was out of service due to a power outage caused by a wind storm. HTES personnel remained on this scene providing traffic control for approximately sixteen hours.
- HTES completed safety patrols on February 5th, 12th, 19th and 26th.
- HTES assisted Streamwood High School and Streamwood Police Department with an escort of the Cheerleading team to begin a trip downstate for competition on February 5th.

Hanover Township 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.

DEPARTMENT OF FACILITIES & MAINTENANCE

Report for February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Administration</i>				
Vehicle service calls	10	22	160	131
Work orders	52	63	586	600
Event set-ups/tear downs	167	189	2,192	1,747
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	6,694.01	6,197	41,960	49,394
Town Hall	9,120	9,900	93,480	95,220
Senior Center	25,280.33	29,276	415,159	417,411
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	465.75	488.84	1,380.22	1,725.65
Town Hall	1,470.73	1,610.33	5,521.21	7,037.91
Senior Center	2,579.23	2,812.74	15,885.71	20,004.81

Department Highlights

- Facilities and Maintenance completed the renovations to the Assessor's Office. Painted all walls, removed and installed new carpeting, and installed new tile in entrance.
- Started renovations of the Youth and Family Services department. Renovations included removal of all old lighting fixtures and installing new energy efficient lighting, removing old carpeting in approximately six offices and installing new carpeting and installed new tiles in the entrance. We plan on a complete renovation of the YFS kitchen due to significant deterioration of the cabinets.
- Continue to work with Spaceco Engineering and Abby Paving on the Town Hall and Senior Center parking lot resurfacing project scheduled for Spring/Summer of 2016.
- Completed the renovations at Astor Avenue facility with a new office area and a new storage room. Worked with Cooling Technologies on the installation of the new walk in refrigerator/freezer.
- Facilities and Maintenance removed the two garden towers in the Senior Center kitchen and relocated them to the Poplar Creek Library in Streamwood.
- Removed downed tree branches from wind storm at the Isaak Walton Center.
- Operations Manager Rick Nelson has been working with Administration, Bartlett Fire department and Fox Valley Fire and Safety to convert our Senior Center fire alarm to a wireless system.
- Maintenance Associate, Mike Rundquist, has been working with Director Burke on purchasing and installing a new security lock system for Station 1 for Emergency Services.

Hanover Township 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.

HIGHWAY DEPARTMENT

Report for February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Winter Season</i>				
Started Stump grinding				
Spring cleanup to begin soon				
Started season Pms				
<i>Winter Season</i>				
Snow Removal/Salt	158	162	526	838

Department Highlights

- Started Stump grinding
- Looking at options for Rolling Knolls resurfacing project
- Spring cleanup to begin soon
- Started season Pms

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 February 2016

SERVICE PROVIDED	JANUARY 2016	JANUARY 2015	FYTD 2016	FYTD 2015
<i>Grant Funding</i>				
New clients	159	125	2,674	3,718
Ongoing Clients	900	640	NC	NC
Closed Cases	70	74	706	1,778
Prevention Programming Presentations	65	47	318	252
Number in audience	1,700	3,341	14,224	12,742
<i>TIDE</i>				
Participants	12	8	12	8
Rides	88	103	1,050	721
<i>Resource Center</i>				
Organizations providing services	6	5	6	5
Clients served	102	73	934	849

Department Highlights

- The Mental Health Board met on February 23, 2016 and addressed the following:
 - The Bridge Youth and Family Services received \$25,000 in emergency funding to support the crisis intervention program for locked out and runaway youth that has been impacted due to the State of Illinois budget impasse. The Bridge is currently owed \$429,397 for FY 16. Funding will allow the Bridge to continue serving Hanover Township youth.
 - Ecker Center for Mental Health received \$10,000 in emergency funding to support mental health services for Township residents. Ecker Center has also been impacted by the state budget impasse and is currently owed \$369,138 for outpatient programs, in addition to \$509,214 for residential programs.
- The MHB Planning Committee met on February 18th to discuss potential contingency plans as the 9th month without a state budget ends. The committee also discussed and reviewed the next three year strategic plan, which will be finalized by the end of March. The next meeting is scheduled for March 10th.
- Enrolled one new TIDE rider.
- Attended the Hanover Township Mental Health Housing Task Force meeting on February 16th. Up Development and a member of the Northwest Suburban Housing Task Force joined the meeting to discuss potential for collaboration in future projects within Hanover Township.
- Completed a site visit to Summit School in Elgin with MHB Chair, Linda Best and Trustee Liaison Mary Alice Benoit on February 23. The MHB provides funding for the Early Learning Center, which serves children that are at risk for delays, however do not qualify for early intervention services through the school districts.
- Distributed all correspondence and funding contracts to agencies receiving funding in FY 17.
- Northwest Compass will be the new sponsoring agency for the Legacy Corps program, as Lutheran Social Services eliminated this program as of 2/22/16. Northwest Compass will also replace LSSI at the Resource Center and the Legacy Corps program will continue with any lapse in services to veterans and their families.

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 February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Programming Division</i>				
Planned programs	204	201	2,260	2,231
Participants	2,370	1,730	23,454	24,756
Participants (unduplicated)	777	597	2,264	1,849
Wait listed (unduplicated)	49	43	503	511
Art & Computer classes	73	58	698	621
Art & Computer class participants	372	332	4,543	4,268
New volunteers	6	7	54	93
Total volunteers (unduplicated)	124	124	270	295
Volunteer hours reported	1,815	1,744	19,489	19,797
Meals Served	749	969	9,765	10,456
Meals delivered by volunteers	1,023	803	10,718	9,902
<i>Social Services Division</i>				
Clients served (unduplicated)	165	240	1,315	1,207
Clients served (duplicated)	333	392	4,088	4,246
Energy Assistance	18	34	470	572
Prescription drugs & health insurance assistance	75	81	1,020	985
Social Service programs	9	10	122	101
Social Service program participants	33	60	1,026	840
Lending Closet transactions	117	69	1,088	910
<i>Transportation Division</i>				
One way rides given	1,515	1,480	17,317	19,408
Individuals served (unduplicated)	233	238	780	710
New riders	32	34	547	280
Unmet requests for rides	1	21	349	275

Department Highlights:

- Program Specialist, Sarah Adelpia and Program Manager, Kristine Austin along with Trustee Caramelli, held a Boomer Focus group on February 18 to assess the needs & concerns of those ages 55-65.
- The Program Manager and Director presented topics on Volunteering, The Café, and Accreditation at the Association of Illinois Senior Center Conference.
- Tracey Colagrossi was elected Association President and Sarah Adelpia was elected Secretary.
- The Transportation Manager, Linda Steiniger is in process of researching fleet replacement recommendations for the board to consider at a future meeting. Trade in values and quotes from other vendors are being considered.
- Staff attended Hoarding Task Force meeting, Elgin Hispanic Network meeting, and Paint a Thon meeting during month of February.
- Social Services staff is still taking applications for LIHEAP, funding is expected to run through May 31.

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 February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>General Assistance</i>				
General Assistance clients	18	25	263	247
General Assistance appointments	46	55	551	510
Emergency Assistance appointments	9	10	201	254
Emergency Assistance approved	3	1	48	54
Crisis intake clients	98	96	1,729	1,710
Access to Care	0	1	2	24
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	38	46	376	737
Circuit Breaker	0	0	6	8
<i>Social Services</i>				
ComEd Hardships	3	0	34	34
Weatherization	1	1	4	15
<i>Food Pantry</i>				
Served (Households)	600	614	8,647	9,084
New applications	32	34	437	568
Food Donations	68	68	687	682
<i>Community Center Walk-Ins</i>	199	212	2,157	2,594

Department Highlights:

- The need for after school snack continues at the Community Center. In February 631 snacks were given.
- LIHEAP processing continued in February. There were 73 LIHEAP appointments scheduled and 38 applications submitted. Case Manager Peggy Saul attended the CEDA Round Table and low numbers of LIHEAP applications was reported across Cook County. Flyers regarding the program are being distributed at the Community Center as well as in the food pantry.
- The Community Resource Groups March topic will focus on how to prepare for the upcoming job fair. Facilities and Maintenance completed the food pantry renovation. The storage area, walk-in refrigeration and freezer units installation is complete as well as the resource office located in the food pantry.
- Welfare Services had 199 walk-in residents requesting services with 38 being Spanish speaking. We have increased Spanish speaking volunteers to have bi-lingual Spanish auxiliary staff available daily at Astor Avenue to help with translation.
- 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 8:30-4:30.
- Supervisor Community Service Award applications have been forwarded to the committee for final selection. The banquet will be held on April 14th beginning at 6:00pm at the Senior Center.
- The Job Fair is scheduled for March 30th and will be held at the Senior Center. We are at full capacity with 65 employers registered.
- Mobile pantry will be held on March 22nd beginning at 10:00am at Immanuel United Church of Christ in Streamwood.

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 February 2016

SERVICE PROVIDED	FEBRUARY 2016	FEBRUARY 2015	FYTD 2016	FYTD 2015
<i>Outreach & Prevention</i>				
Open Gym participants	1,450	1,151	12,728	11,636
Open Gym participants (unduplicated)	454	456	974	1,070
Alternative to Suspension referrals	3	4	89	88
Alternative to Suspension participants	371	235	2,253	2,098
Alternative to Suspension participants (unduplicated)	112	93	152	148
<i>Clinical</i>				
Therapy clients	374	270	3,577	3,042
Therapy clients (unduplicated)	150	113	1,433	1,385
New clients (unduplicated)	27	13	161	163
Clinical hours	271	221	2,550	2,719
Group session participants	153	219	1,795	5,247
<i>Tutoring Participants</i>				
Total	214	142	1,736	1,477
Unduplicated	88	97	270	240

Department Highlights:

- John Parquette, LCSW, attended the School District U-46 Safety Task Force Meeting on February 1, 2016. The meeting took place at the School District's Plant Operations Weather Shelter/Crisis Control Center, which is available for Township use if needed for emergency preparedness training purposes.
- John Parquette, LCSW, attended the School District U-46 Citizens Advisory Committees Parent Engagement meeting at the Gail Bordon Library on February 2, 2016. John co-presented with Sue Smith, Director of MTSS the work of the Community Alliance Parent Engagement workgroup. The Citizens Advisory Committee asked for other locations to host their meetings; John offered Hanover Township as a possible site.
- John Parquette, LCSW, Michael Cohen, and Tina Houdek, LCPC, attended a meeting with Administrators at Bartlett High School on February 3, 2016. The meeting was called to explore programming possibilities for the students who are Hanover Township residents. Bartlett High School identified a need for Alternative to Suspension Programming.
- Ryan McSheffrey, Clinical Interventionist, completed 7th graded drug education and prevention education at Tefft Middle School in the first week of February. Ryan is currently working on bringing several youth to an Operation Snowball in April. Operation Snowball is a youth leadership camp that focuses on substance abuse prevention. In this month, Ryan provided substance abuse prevention group work to 770 youth; presented to 118 youth on drug awareness and refusal skills.
- John Parquette, LCSW, attended a meeting with School District U-46 on February 29, 2016, to discuss expanding our Alternative to Suspension Programming district wide. If successful, non-township schools would be billed for services offered. Next steps involve meeting with Assistant Superintendent of Secondary Education and Equity.

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 3/9/16 - 3/22/16

	Subtotal	Alexian Invoices	Total
Total Town Fund	41,358.69	252.30	41,610.99
Total Senior Center	11,389.81	368.00	11,757.81
Total Welfare Services	1,716.98		1,716.98
Total Road and Bridge	8,619.78		8,619.78
Total Mental Health Board	11,879.02		11,879.02
Total Retirement	-		-
Total Vehicle	6,342.63		6,342.63
Total Capital	474.17		474.17
Total All Funds	81,781.08	620.30	82,401.38

The above "Subtotal" column has been approved for payment this 9th day of March 2016.

The above "Total" column has been approved for payment this 9th day of March 2016.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

3:05 PM

03/18/16

Accrual Basis

Hanover Township Board Audit Report March 9 - 22, 2016

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	03/18/2016	114856	Peg Ryder	Ho Chunk Casino Refund	36.00
Total 1103500 - Senior Programs					36.00
Total 1103 - Senior Center - Revenue					36.00
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	03/18/2016	114875	Staples	Inv# 3293184213 Stand Up Lectern	108.69
Total 1014410 - Equipment Purchases					108.69
1014430 - Computer Equipment & Software					
Check	03/15/2016	114737	Current Technologies Corporation	Inv# 715040 Network Labor	1,282.50
Check	03/18/2016	114888	Current Technologies Corporation	Inv# 715213 Network Labor	2,042.50
Total 1014430 - Computer Equipment & Software					3,325.00
Total 101CAP - Capital Expenditures					3,433.69
101CHN - Community Health					
1014452 - Office Supplies					
Check	03/18/2016	114875	Staples	Inv# 3295634291 Sprint to Spring 5K Tape/Binders/Posterboard/Folders	401.32
Total 1014452 - Office Supplies					401.32
1014453 - Printing					
Check	03/11/2016	114720	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	138.60
Total 1014453 - Printing					138.60
1014454 - Travel & Training					
Check	03/11/2016	114697	Schrader, Nicole K	Mileage Reimbursement	16.52
Total 1014454 - Travel & Training					16.52
1014459 - Professional Services					
Check	03/11/2016	114711	Alexian Brothers Health System	Acct# G.9319 Patient Lab Assistance	17.30
Total 1014459 - Professional Services					17.30
1014466 - Communications					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	57.49
Total 1014466 - Communications					57.49
Total 101CHN - Community Health					631.23
101CVA - Community & Veteran Affairs					

**Hanover Township
Board Audit Report
March 9 - 22, 2016**

Type	Date	Num	Name	Memo	Amount
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	35.00
Total 1014617 · Equipment & Furniture					35.00
1014620 · Satellite Office Programs					
Check	03/18/2016	114859	Ace Coffee Bar	Inv# 2940-451990 Coffee Supplies	80.70
Total 1014620 · Satellite Office Programs					80.70
1014621 · Satellite Office Utilities					
Check	03/11/2016	114715	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	169.85
Total 1014621 · Satellite Office Utilities					169.85
1014623 · Satellite Office Phone & Intrnt					
Check	03/18/2016	114889	Kuttenberg, Thomas W	Cell Phone Reimbursement Feb	50.00
Check	03/18/2016	114889	Kuttenberg, Thomas W	Cell Phone Reimbursement March	50.00
Total 1014623 · Satellite Office Phone & Intrnt					100.00
1014628 · Historical Marker Program					
Check	03/18/2016	114868	The Finer Line, Inc	Inv# 55872 IWC Heritage Marker	740.70
Total 1014628 · Historical Marker Program					740.70
Total 101CMA · Community Relations					1,126.25
Total 101CVA · Community & Veteran Affairs					1,126.25
101ES · ES - Expenditures					
1014802 · Equipment					
Check	03/18/2016	114882	Air One Equipment, Inc.	Inv# 110976 Protective Jacket/Pants/Helmets (8 Sets)	15,188.00
Total 1014802 · Equipment					15,188.00
1014806 · Office Supplies					
Check	03/18/2016	114875	Staples	Inv# 3290721657 White Cover Stock	10.99
Check	03/18/2016	114875	Staples	Inv# 3295634292 Toner	127.98
Total 1014806 · Office Supplies					138.97
1014812 · Volunteer Appreciation					
Check	03/11/2016	114710	A1 Trophies & Awards, Inc	Inv# 18432 Millenium Plaque with Silver Front Plate	45.00
Total 1014812 · Volunteer Appreciation					45.00
1014813 · Vehicle Fuel & Maintenance					
Check	03/11/2016	114717	Ron Hopkins Ford	Inv# 604297 Oil Change	43.01
Check	03/11/2016	114717	Ron Hopkins Ford	Inv# 604204 Oil Change	33.42

**Hanover Township
Board Audit Report
March 9 - 22, 2016**

Type	Date	Num	Name	Memo	Amount
Total 1014813 · Vehicle Fuel & Maintenance					76.43
1014814 · Communications					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	33.92
Total 1014814 · Communications					33.92
Total 101ES · ES - Expenditures					15,482.32
101ISE · Insurance & Employee Benefits					
1014513 · Employee Wellness					
Check	03/18/2016	114887	CADR+	Inv# 25092 Consult a Doctor Billing	35.00
Total 1014513 · Employee Wellness					35.00
Total 101ISE · Insurance & Employee Benefits					35.00
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	03/15/2016	114741	Kopon Airdo, LLC	Inv# 190-0005-18028 Legal Fees	914.00
Check	03/15/2016	114741	Kopon Airdo, LLC	Inv# 190-0001-18205 Legal Fees	12,702.76
Check	03/15/2016	114741	Kopon Airdo, LLC	Inv# 190-0003-18207 Legal Fees	55.50
Total 1014502 · Legal Services					13,672.26
Total 101LEA · Legal & Auditing					13,672.26
101MAIN · Facilities Maintenance					
1014208 · Housekeeping Contract					
Check	03/11/2016	114718	Imperial Service Systems, Inc	Inv# 92885 Cleaning Services - Town Hall	1,069.00
Total 1014208 · Housekeeping Contract					1,069.00
1014210 · Building Maintenance - Town					
Check	03/18/2016	114877	The Home Depot	Light Bulbs	10.97
Total 1014210 · Building Maintenance - Town					10.97
1014211 · Building Maintenance - Senior					
Check	03/18/2016	114877	The Home Depot	Liquid Nail	5.16
Total 1014211 · Building Maintenance - Senior					5.16
1014221 · Cell Phone/Communications					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	118.78
Total 1014221 · Cell Phone/Communications					118.78
1014226 · Uniforms					
Check	03/11/2016	114714	Bartlett Sports	Inv# 4115 Township Uniform Embroidering (7)	175.00

Hanover Township
Board Audit Report
March 9 - 22, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014226 · Uniforms					175.00
Total 101MAIN · Facilities Maintenance					1,378.91
101PAN · Pantry					
1014161 · Utilities					
Check	03/11/2016	114721	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	104.15
Check	03/11/2016	114722	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	112.83
Check	03/18/2016	114863	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	675.88
Total 1014161 · Utilities					892.86
Total 101PAN · Pantry					892.86
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	03/11/2016	114726	Village of Bartlett	Acct# 51470 Water/Sewer	82.15
Check	03/18/2016	114864	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	814.49
Total 1014403 · Utilities - Town					896.64
Total 101THE · Town Hall Expense					896.64
101TOE · Town Office Expense					
1014401 · Postage					
Check	03/18/2016	114886	Easy Permit Postage	Acct# 8000-9090-0585-2392 Postage Meter Refill	1,223.64
Total 1014401 · Postage					1,223.64
1014404 · Office Supplies					
Check	03/18/2016	114875	Staples	Inv# 3293774690 Inter Office Envelopes	24.98
Check	03/18/2016	114875	Staples	Inv# 3290721657 Toner/Ink	130.87
Check	03/18/2016	114875	Staples	Inv# 3295634292 Storage Boxes	34.49
Total 1014404 · Office Supplies					190.34
1014412 · Travel Expenses					
Check	03/15/2016	114734	Imperato, Alexandra M	Mileage Reimbursement	15.08
Check	03/18/2016	114884	Hughes, Samuel V	Mileage Reimbursement	42.34
Check	03/18/2016	114885	Imperato, Alexandra M	Mileage Reimbursement	14.90
Total 1014412 · Travel Expenses					72.32
1014414 · Memberships, Subs & Publication					
Check	03/15/2016	114736	Bartlett Rotary Club	Inv# 923 Quarterly Member Dues	190.00
Check	03/15/2016	114740	IESMA	Inv#3967 Member Dues	25.00
Total 1014414 · Memberships, Subs & Publication					215.00
1014424 · Education & Training					
Check	03/15/2016	114735	Township Officials of Illinois	TOI Topics Day Registration (6)	450.00

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03/18/16

Accrual Basis

Hanover Township Board Audit Report March 9 - 22, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014424 · Education & Training					450.00
Total 101TOE · Town Office Expense					2,151.30
104ASR · Assessor's Division					
1044407 · Printing					
Check	03/11/2016	114719	Kwik Print	Inv# 56887 Letterhead/Envelopes/Business Cards	280.10
Total 1044407 · Printing					280.10
1044415 · Dues, Subs & Publications					
Check	03/18/2016	114880	Illinois Assessor Association	Biennial Dues	50.00
Total 1044415 · Dues, Subs & Publications					50.00
Total 104ASR · Assessor's Division					330.10
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094618 · Psychiatric Backup					
Check	03/11/2016	114713	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	235.00
Total 1094618 · Psychiatric Backup					235.00
1094624 · Intern Stipends					
Check	03/11/2016	114702	Becky Tomazin	Intern Stipend - February	240.00
Check	03/11/2016	114702	Becky Tomazin	Intern Stipend - March	300.00
Total 1094624 · Intern Stipends					540.00
Total 109ADM · Administration & Clinical					775.00
109OUT · Outreach & Prevention					
1094649 · Professional Services					
Check	03/11/2016	114700	Reggie Zollicoffer	Open Gym Spring Break DJ	300.00
Check	03/11/2016	114704	Fernado Flores	Open Gym Spring Break Magic Show	275.00
Total 1094649 · Professional Services					575.00
1094651 · Cellphones					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	110.43
Check	03/18/2016	114890	Cohen, Michael J	Quarterly Cell Phone Reimbursement	120.00
Total 1094651 · Cellphones					230.43
Total 109OUT · Outreach & Prevention					805.43
Total 109YFS · Youth & Family Services					1,580.43
Total 1014 · Town Fund - Expenditures					41,610.99
1104 · Senior Center - Expenditures					

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03/18/16

Accrual Basis

**Hanover Township
Board Audit Report
March 9 - 22, 2016**

Type	Date	Num	Name	Memo	Amount
1104ADM - Administration					
1104524 - Utilities					
Check	03/11/2016	114726	Village of Bartlett	Acct# 62447 Water/Sewer	154.88
Check	03/11/2016	114726	Village of Bartlett	Acct# 63818 Runzel Reserve Water Service	17.49
Check	03/18/2016	114862	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	2,269.56
Total 1104524 - Utilities					2,441.93
1104525 - Telephone & High Speed Internet					
Check	03/15/2016	114748	Sprint	Acct# 897162515 Monthly Charges	196.86
Total 1104525 - Telephone & High Speed Internet					196.86
1104527 - Equipment					
Check	03/11/2016	114720	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	138.60
Check	03/15/2016	114742	Leaf (618-001)	Inv# 6352126 Senior Main Copy Machine Lease	386.10
Check	03/15/2016	114743	Magic Pure LLC	Inv#1227 Water Cooler Rental Vets Hall	150.00
Total 1104527 - Equipment					674.70
1104528 - Office Supplies					
Check	03/11/2016	114710	A1 Trophies & Awards, Inc	Inv# 18526 Name Badge	7.95
Check	03/15/2016	114745	Quill Corporation	Inv# 3993786 Copy Paper/Colored Paper/Pens	57.46
Check	03/15/2016	114745	Quill Corporation	Inv# 3874662 Copy Paper	166.49
Total 1104528 - Office Supplies					231.90
1104535 - Travel					
Check	03/18/2016	114858	Krall, Marianne	Mileage Reimbursement	10.32
Total 1104535 - Travel					10.32
Total 1104ADM - Administration					3,555.71
1104NUT - Nutrition					
1105551 - Food					
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145957 Nutrition Food	3.65
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2144996 Nutrition Food	173.46
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145659 Nutrition Food	24.80
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2147163 Nutrition Food	150.64
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145351 Nutrition Food	3.65
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145398 Nutrition Food	58.80
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2141841 Nutrition Food	185.83
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2142475 Nutrition Food	23.70
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2140824 Nutrition Food	146.32
Check	03/15/2016	114738	Get Fresh Produce, Inc	Credit 320349	-12.00
Check	03/15/2016	114738	Get Fresh Produce, Inc	Credit 93404609	-36.00
Check	03/18/2016	114869	Gordon Food Service	Inv# 168935737 Nutrition Food	637.06
Check	03/18/2016	114869	Gordon Food Service	Inv# 168790355 Nutrition Food	129.91
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2150746 Nutrition Food	42.00
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151722 Nutrition Food	4.88

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Accrual Basis

Hanover Township
Board Audit Report
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Type	Date	Num	Name	Memo	Amount
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151371 Nutrition Food	69.59
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2150272 Nutrition Food	127.40
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2152198 Nutrition Food	76.54
Check	03/18/2016	114870	Get Fresh Produce, Inc	Credit 322846	-26.60
Total 1105551 · Food					1,783.63
1105553 · Supplies					
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2144996 Nutrition Supplies	14.40
Check	03/15/2016	114744	Mickey's Linen	Inv# 107749 Nutrition Program Supplies	31.84
Check	03/15/2016	114744	Mickey's Linen	Inv# 107144 Nutrition Program Supplies	31.84
Check	03/18/2016	114869	Gordon Food Service	Inv# 168935737 Nutrition Supplies	83.62
Check	03/18/2016	114869	Gordon Food Service	Inv# 168790355 Nutrition Supplies	140.47
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151371 Nutrition Supplies	14.40
Total 1105553 · Supplies					316.57
1105558 · Home Delivered Meals Food					
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145957 HDM Food	3.65
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2144996 HDM Food	173.46
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145659 HDM Food	24.80
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2147163 HDM Food	150.65
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145351 HDM Food	3.65
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145398 HDM Food	58.80
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2141841 HDM Food	185.83
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2142475 HDM Food	23.70
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2140824 HDM Food	146.33
Check	03/15/2016	114738	Get Fresh Produce, Inc	Credit 320750	-12.25
Check	03/15/2016	114738	Get Fresh Produce, Inc	Credit 93404609	-46.00
Check	03/18/2016	114869	Gordon Food Service	Inv# 168935737 HDM Food	637.07
Check	03/18/2016	114869	Gordon Food Service	Inv# 168790355 HDM Food	129.92
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2150746 HDM Food	42.00
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151722 HDM Food	4.88
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151371 HDM Food	69.60
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2150272 HDM Food	127.40
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2152198 HDM Food	76.55
Check	03/18/2016	114870	Get Fresh Produce, Inc	Credit 322846	-26.60
Total 1105558 · Home Delivered Meals Food					1,773.44
1105560 · Home Delivered Meals Supplies					
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2145957 HDM Supplies	24.34
Check	03/15/2016	114738	Get Fresh Produce, Inc	Inv# 2141841 HDM Supplies	24.34
Check	03/15/2016	114744	Mickey's Linen	Inv# 107749 HDM Supplies	31.84
Check	03/15/2016	114744	Mickey's Linen	Inv# 107144 HDM Supplies	31.84
Check	03/18/2016	114869	Gordon Food Service	Inv# 168935737 HDM Supplies	83.61
Check	03/18/2016	114869	Gordon Food Service	Inv# 168790355 HDM Supplies	140.47
Check	03/18/2016	114870	Get Fresh Produce, Inc	Inv# 2151371 HDM Supplies	24.34

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Accrual Basis

**Hanover Township
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Type	Date	Num	Name	Memo	Amount
Total 1105560 · Home Delivered Meals Supplies					360.78
Total 1104NUT · Nutrition					4,234.42
1104SOC · Programs & Services					
1104510 · Satellite Programming					
Check	03/15/2016	114731	Susan Hartke	Yoga Retreat Service	140.00
Total 1104510 · Satellite Programming					140.00
1104514 · Weekend Programming					
Check	03/15/2016	114729	Sara Drower	Inv# 31316 History of Sodas and Cereal Presentation	100.00
Check	03/18/2016	114857	Cesar Grimaldo	French Instruction - Jan/Feb 2016	150.00
Total 1104514 · Weekend Programming					250.00
1104515 · Programming					
Check	03/15/2016	114728	Bill Helmuth	Inv# 31216 Norway Presentations (2)	400.00
Check	03/18/2016	114855	Mark Dvorak	Senior Center Entertainment	175.00
Total 1104515 · Programming					575.00
1104520 · Volunteer Services					
Check	03/11/2016	114698	Phil Roth	Home Delivered Meals Mileage Reimbursement	30.78
Check	03/11/2016	114699	Beth Cooper	Home Delivered Meals Mileage Reimbursement	23.76
Check	03/11/2016	114727	Verify (XHTSSE)	Inv# 1038265 Background Checks	117.00
Check	03/15/2016	114733	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement	65.50
Total 1104520 · Volunteer Services					237.04
1104532 · Visual Arts					
Check	03/15/2016	114730	Susan Kazenas	St Pats Day Clay Class Supplies	48.44
Check	03/15/2016	114730	Susan Kazenas	Clay Heart Class Supplies	55.07
Check	03/15/2016	114739	Hobby Lobby	Arts/Crafts Supplies	19.16
Check	03/18/2016	114858	Krall, Marianne	Art Class Supplies	65.78
Check	03/18/2016	114860	Blick Art Materials	Inv# 5812563 Art Supplies	42.99
Check	03/18/2016	114860	Blick Art Materials	Inv# 5811495 Art Supplies	71.27
Total 1104532 · Visual Arts					302.71
Total 1104SOC · Programs & Services					1,504.75
1104TRN · Transportation					
1104512 · Volunteer Express					
Check	03/15/2016	114732	Vic Glowacki	Volunteer Express Mileage Reimbursement	43.20
Total 1104512 · Volunteer Express					43.20
1104518 · Vehicle Maintenance					
Check	03/11/2016	114716	Complete Fleet Services Inc.	Inv# 12526 Front & Rear Brakes/Pads/Calipers/Brake Fluid	1,184.78
Check	03/11/2016	114716	Complete Fleet Services Inc.	Inv# 12525 Oil Change/Safety lane/Antifreeze Leak Repair/Antenna	811.95

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Accrual Basis

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Type	Date	Num	Name	Memo	Amount
Check	03/11/2016	114723	Oil Masters	Inv# 177643 Oil Change Bus 116	37.49
Check	03/11/2016	114723	Oil Masters	Inv# 176897 Oil Change Bus 137	37.49
Check	03/11/2016	114723	Oil Masters	Credit 242	-55.98
Total 1104518 · Vehicle Maintenance					2,015.73
1104551 · Training					
Check	03/11/2016	114712	Alexian Bros Corporate Health Services	Inv# 590092 Driver Physical/DOT Renewals	368.00
Total 1104551 · Training					368.00
Total 1104TRN · Transportation					2,426.93
Total 1104 · Senior Center - Expenditures					11,721.81
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	03/15/2016	114747	Sam's Club (WS 6382 9)	Coffee Supplies/Ink Cartridges	499.49
Total 2024202 · Office Supplies					499.49
2024205 · Travel & Training					
Check	03/18/2016	114883	Imperato, Mary Jo	Mileage Reimbursement	42.49
Total 2024205 · Travel & Training					42.49
Total 2024ADM · Administration					541.98
2024HOM · Home Relief					
2024119 · Emergency Assistance					
Check	03/18/2016	3878	Cari Kmiec	Emergency Assistance	1,175.00
Total 2024119 · Emergency Assistance					1,175.00
Total 2024HOM · Home Relief					1,175.00
Total 2024 · Welfare Services - Expenditures					1,716.98
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034701 · Legal					
Check	03/15/2016	114741	Kopon Airdo, LLC	Inv# 190-0002-18206 Legal Fees	682.80
Total 3034701 · Legal					682.80
3034709 · Uniforms & Safety Equipment					
Check	03/18/2016	114874	Steve's Printing Service, LLC	Inv# 2015350 Staff Uniform Shirts (15)	256.23
Total 3034709 · Uniforms & Safety Equipment					256.23
3034711 · Utilities					

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Accrual Basis

Hanover Township
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 March 9 - 22, 2016

Type	Date	Num	Name	Memo	Amount
Check	03/18/2016	114861	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	219.23
Total 3034711 · Utilities					219.23
3034713 · Service Charges					
Check	03/18/2016	114872	O'Reilly Auto Parts	Account Charges	1.52
Total 3034713 · Service Charges					1.52
Total 3034ADM · Administration					1,159.78
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	03/15/2016	114746	Road Safe Traffic Systems	Inv# 42291 U-Channel 10ft 2# (20)	583.00
Check	03/18/2016	114867	Continental Weather Svc	Inv# 15136 Monthly Weather Forecasting Service	150.00
Check	03/18/2016	114876	Terrace Supply Company	Inv# 961805 Oxygen Cylinder Rental	10.15
Check	03/18/2016	114877	The Home Depot	Cleaning Supplies/Straps/Pipes/Outlet Box	146.09
Total 3034602 · Operating Supplies & Materials					889.24
3034610 · Street Lighting					
Check	03/18/2016	114865	Com Ed 152	Acct# 0045120152 Monthly Charges	314.90
Check	03/18/2016	114866	Com Ed 051	Acct# 5619024051 Monthly Charges	30.86
Check	03/18/2016	114878	Wood Dale Electrical Const., Inc.	Inv# 15672 Street Light Repair	1,688.68
Total 3034610 · Street Lighting					2,034.44
Total 3034ROD · Road Maintenance					2,923.68
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	03/18/2016	114871	Martin Implement Sales, Inc	Inv# A47550 Oil/Fuel/Glasses/Chain Saw Chain	229.71
Check	03/18/2016	114871	Martin Implement Sales, Inc	Credit A44053	-121.74
Check	03/18/2016	114872	O'Reilly Auto Parts	Inv# 3421468905 Sealed Beam/Absorbent	19.67
Check	03/18/2016	114873	Preventative Maintenance Systems, Inc	Inv# 12717 Parking Brake Repair/Tires (4)	2,760.52
Check	03/18/2016	114879	West Side Tractor Sales	Inv# V84569 Mower Overheating Repairs/Oil Change/Brake Cleaner	1,648.16
Total 3034609 · Maintenance Vehicles & Equip					4,536.32
Total 303EQM · Equipment					4,536.32
Total 3034 · Road & Bridge - Expenditures					8,619.78
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054539 · Dues					
Check	03/18/2016	114842	Grantmakers for Effective Organizations	2016 Membership	490.00
Total 5054539 · Dues					490.00
Total 5054ADM · Administration					490.00

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Accrual Basis

**Hanover Township
Board Audit Report
March 9 - 22, 2016**

Type	Date	Num	Name	Memo	Amount
5054COM · Community Resource Center					
5054210 · Utilities					
Check	03/18/2016	114851	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	261.50
Check	03/18/2016	114852	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	55.32
Check	03/18/2016	114853	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Monthly Charges	25.92
Total 5054210 · Utilities					342.74
5054213 · Janitorial					
Check	03/18/2016	114849	JaniKing	Inv# 03160525 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
5054217 · Capital Improvements					
Check	03/18/2016	114875	Staples	Inv# 3294737092 Resource Center Chair	116.99
Total 5054217 · Capital Improvements					116.99
5054250 · Building Maintenance					
Check	03/18/2016	114848	Comcast (MHB)	Acct 8771 10 084 0485823 Monthly Charges	141.90
Total 5054250 · Building Maintenance					141.90
5054286 · Agency Support Services					
Check	03/18/2016	114850	PAETEC	Acct# 639097797001 Monthly Charges	755.97
Check	03/18/2016	114854	Hinckley Springs (MHB)	Acct 16681552567400 Monthly Charges	52.49
Total 5054286 · Agency Support Services					808.46
Total 5054COM · Community Resource Center					1,824.09
5054SVC · Service Contracts					
5054146 · Bridge YFS Crisis Intervention					
Check	03/18/2016	114847	The Bridge Youth & Family Services	Crisis Intervention	2,575.00
Total 5054146 · Bridge YFS Crisis Intervention					2,575.00
5054162 · Tide Transportation					
Check	03/18/2016	114841	A#1 Cab Dispatch Inc	January 2016 Tide	926.50
Check	03/18/2016	114841	A#1 Cab Dispatch Inc	February 2016 Tide	781.25
Total 5054162 · Tide Transportation					1,707.75
5054172 · Coutryside In-Home Respite					
Check	03/18/2016	114845	Coutryside Association	In Home Respite	490.00
Total 5054172 · Coutryside In-Home Respite					490.00
5054177 · Staff Development Grant Fund					
Check	03/18/2016	114843	Renz Addiction Counseling Center	Staff Development Grant	3,000.00

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Accrual Basis

Hanover Township Board Audit Report March 9 - 22, 2016

Type	Date	Num	Name	Memo	Amount
Total 5054177 · Staff Development Grant Fund					3,000.00
5054179 · Challenge Grant Fund					
Check	03/18/2016	114844	Easter Seals DuPage & Fox Valley Regi...	Family Support Services	884.68
Total 5054179 · Challenge Grant Fund					884.68
5054201 · Journeys Hope Center					
Check	03/18/2016	114846	Journey from PADS to HOPE	Hope Counseling Center - Jan	643.50
Check	03/18/2016	114846	Journey from PADS to HOPE	Hope Counseling Center - Feb	264.00
Total 5054201 · Journeys Hope Center					907.50
Total 5054SVC · Service Contracts					9,564.93
Total 5054 · Mental Health - Expenditures					11,879.02
7004 · Vehicle Replcmnt - Expenditures					
7004408 · Vehicle Purchase					
Check	03/18/2016	114881	Ultra Strobe Communications, Inc	Inv# 70892 Ford SUV Havis Consel/Lights, Siren, Radio Installation	6,142.63
Total 7004408 · Vehicle Purchase					6,142.63
7004540 · Bus Purchase					
Check	03/11/2016	114725	Pace	Bus Lease (2)	200.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					6,342.63
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	03/11/2016	114724	PPG Architectural Finishes	Inv# 7281144056 YFS Renovation Supplies	78.08
Check	03/18/2016	114877	The Home Depot	Astor Freezer Renovation Supplies	86.04
Check	03/18/2016	114877	The Home Depot	YFS Renovations	310.05
Total 8084425 · Building & Perm Improvements					474.17
Total 8084 · Capital Projects - Expenditures					474.17
TOTAL					82,401.38

- I. Call to Order/Roll Call
Supervisor McGuire called the meeting to order at 5:30 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Caramelli, Krick and Essick, and Supervisor McGuire.
Other Elected Officials present were Assessor Smogolski and Commissioner Ochoa.
Others present included Administrator James Barr, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, Attorney Mike Airdo, 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. Reports
- A. Supervisor McGuire thanked the Board members who participated in this afternoon's Resident Hearing.
- B. Clerk Dolan Baumer reported that Early Voting sites will close on March 12, and that the reports say they are popular this year. The Annual Town Meeting agenda item request time period has closed; the Annual Town Meeting would be held on April 12.
- C. Highway Commissioner Ochoa offered no report.
- D. Assessor Smogolski offered no report.
- E. Treasurer: A motion was made by Trustee Essick and seconded by Trustee Benoit to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.
- VI. Bill Paying: Administrator Barr offered the bills in two sets, the first due Alexian Brothers, from February 17, 2016 to March 8, 2016, for \$1,118.60 detailed as follows. A motion was made by Trustee Caramelli to approve the bills for Alexian Brothers from February 17, 2016 to March 8, 2016, for \$1,118.60; Trustee Krick seconded the motion.

a.	Town	\$724.60
b.	Senior Center	184.00
c.	Welfare Services	<u>210.00</u>
	Total All Funds	<u>\$1,118.60</u>

Roll call: Ayes: Trustees Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Abstain: Trustee Benoit. Motion carried.

Mr. Barr presented the second set of bills, from February 17, 2016 to March 8, 2016, as follows for review and approval by the Board:

a.	Town	\$96,589.69
b.	Senior Center	46,317.10
c.	Welfare Services	13,394.75
d.	Road and Bridge	44,768.21
e.	Mental Health Board	51,303.58
f.	Retirement	0.00

g.	Vehicle	200.00
h.	Capital	<u>1,903.88</u>
	Total All Funds	<u>\$254,477.21</u>

A motion was made by Trustee Benoit to approve the bills from February 17, 2016 to March 8, 2016, as presented; Trustee Essick seconded the motion. Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

A. Meeting Minutes of February 16, 2016: Clerk Dolan Baumer presented the meeting minutes of February 16, 2016 for review and approval. A motion was made by Trustee Benoit to approve the regular meeting minutes of February 16, 2016 as presented, with a second by Trustee Krick. Roll call: Ayes: Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

B. Executive Session Minutes of February 16, 2016: Clerk Dolan Baumer presented the executive session minutes of February 16, 2016 for review and approval. A motion was made by Trustee Essick to approve the executive session minutes of February 16, 2016 as presented, with a second by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

C. Resolution approving a Contract for Services between Hanover Township and ProxIT Technology Solutions Inc.: Administrator Barr briefed the Board on the staff recommendation for this technology agreement for Hanover Township. A motion was made by Trustee Caramelli to approve resolution #030816 approving the contract for services between Hanover Township and ProxIT Technology Solutions Inc.; the motion was seconded by Trustee Krick and followed by a roll call vote: Ayes: Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #030816 is adopted.

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

X. Other Business: Administrator Barr reminded everyone that the March 15 meeting is cancelled and we would have a special meeting on the 22nd.

XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 5:30 p.m. was made by Trustee Benoit and it was seconded by Trustee Essick. Roll call: Ayes: Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Motion carried and the meeting was adjourned.

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

****DRAFT****



250 S. Illinois Route 59, Bartlett, Illinois 60103

166th Annual Town Meeting
Tuesday, April 12, 2016 7:30 p.m.

A G E N D A

- I. Call to Order
- II. Presentation of the Colors and Pledge of Allegiance
- III. Welcome and Introduction of Officials
- IV. Election and Oath for Sergeant at Arms
- V. Election and Oath for Moderator
- VI. Approval of Annual Town Meeting Agenda
- VII. Acceptance of Minutes of the 2015 Annual Town Meeting
- VIII. Presentation of Annual Financial Statements by the Supervisor
- IX. Certification of Accounts by Trustees
- X. Presentation of Department Reports
- XI. Motion to Set the Hour of Special Town Meetings for 7:00 p.m.
- XII. Motion to Set the Hour of the Next Annual Town Meeting for 7:30 p.m.
- XIII. Motion to Pay the Moderator
- XIV. Adjournment

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.

Dear Mr.Barr,

I have been anxiously waiting to start my possision to the Mental health board.
I have served as the president of the Streamwood lion's club in the past, helped out in my church with seniors and children, and toys for tots.
Presently I'm the president of the Bartlett Hills Wednesday golf league and work part time.
My children are grown and would love to serve my community.
My qualifications are limited by I'm reliable and have lots of energy.
I owned a couple of businesses and have dealt with many different situations.
Thank you for the opportunity.

Sincerely,
Deb Sirchia

board committee: Mental Health Board

first name: Debbra

email: dbsr8@aol.com

last name: Sirchia

phone: 847-204-9335

address: 1789 Hilltop Rd.

city: Elgin

state: IL

zip: 60120

comments: I'm a female 63 year's young and semi retired.

I have some extra time and would like to help serve my community.

I have been a Streamwood lioness club in the past and have helped out in my church and a few small event's.

My husband and I have lived in the Hanover township for over 30 year's.

Thank you.