



240 S. Illinois Route 59, Bartlett, Illinois 60103

Rescheduled Meeting of the Town Board
May 15th, 2017
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. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Highway Commissioner’s Report
 - D. Assessor’s Report
 - E. Treasurer’s Report
- V. Bill Paying
- VI. Unfinished Business
- VII. New Business
 - A. Executive Session Minutes of April 18, 2017
 - B. Regular Meeting Minutes of May 2, 2017
 - C. Appointment of Township Attorney
 - D. Appointment of Trustee Committee Assignments
- VIII. Executive Session
- IX. Other Business
- X. 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.

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Passports</i>	601	404	601	404
Photo fees	\$3,730	\$1,285	\$3,730	\$1,285
Fee deposits	\$11,990	\$7,950	\$11,990	\$7,950
<i>Fishing/Hunting licenses</i>	17	27	17	27
<i>Handicap Placards</i>	14	19	14	19
<i>Cook County vehicle stickers</i>	2	0	2	0
<i>Human Resources Requests</i>	157	139	157	139
<i>New Employee Orientations</i>	2	1	2	1
<i>Technology work orders</i>	34	31	34	31
<i>Resident Contacts</i>	1,996	1,793	1,996	1,793
<i>Percent of Budget Expended</i> (8% of year)	5.6%	5.1%	5.6%	5.1%

Department Highlights

- Effective April 1, the passport photo fee increased to \$10 per photo, with two copies of the photo provided if needed. The increase was based on a review of other area passport photo fees which averaged between \$10 to \$15 per photo.
- Administrative Services staff continued review of a phone system replacement for the William Tiknis Campus, Astor Avenue Community Center, and Izaak Walton Center. After a review of phone systems, Administrative Services is proceeding with Andromeda Technologies Inc. to do a full review of the current systems, infrastructure needed for VoIP technologies, and phone system recommendations based on the Township needs.
- Management Analyst Hughes and Communications Specialist Monegato conducted interviews for a shared undergraduate intern to start at the end of May for the duration of the summer.
- Administrative Services staff participated in Student Government Day on April 24th.
- Management Analyst Hughes coordinated the LED lighting conversion analysis for the Town Hall building. Administrative Services reviewed several proposals and based on the return on investment decided to convert the exterior lighting on Town Hall building and parking lots and the exterior lights for the Facilities and Maintenance and Highway garages. The project will be completed in May.
- Management Analyst Hughes completed the 4th quarter audit of the Emergency Assistance and General Assistance programs with no findings.
- Assistant Administrator Powers assisted the Facilities and Maintenance Director with recruitment for two temporary Summer Maintenance Assistant positions.
- Management Analyst Hughes assisted Senior Services Director Colagrossi and Administrative Assistance Sposito with the Age Options Grant application and budget.

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OFFICE OF THE ASSESSOR

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Administration</i>				
Office visits	211	177	211	177
Building permits processed	393	471	393	471
Change of Name*	6	4	6	4
Property tax appeals	0	0	0	0
Certificate of Errors	79	38	79	38
Property location updates	3	1	3	1
<i>Exemptions</i>				
Homeowner exemptions	64	6	64	6
Senior homeowner exemptions	57	31	57	31
Senior Freeze exemptions	32	19	32	19
Disabled person & Veteran exemptions	10	5	10	5
Miscellaneous exemptions	2	2	2	2

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. April had a total of 10 visitors after 4:30pm.
- We have a total of 2,218 e-mails on our contact list. We added 6 e-mails in April.
- The Assessor's Office will no longer be tracking sales and foreclosures. The Cook County Recorder of Deeds office has gone digital and no longer forwards sales to the Township.
- Cook County annual tax sale for 2015 started April 3, 2017.
- On April 13th, Assessor Smogolski and staff received a tour of the Cook County Board of Review offices to learn more regarding how the process works.
- Cook County Assessor's office stopped processing senior exemptions on April 20th and homeowner exemptions on April 27th. All exemptions must be filed as Certificate of Errors for the rest of the year.
- On April 28, Assessor Smogolski and Chief Deputy Assessor Glascott went to the Cook County Tax Assessor Association meeting.

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 April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Appointments</i>				
ProTimes	15	21	15	21
TB skin test	4	4	4	4
Cholesterol	2	1	2	1
Pharmaceutical Assistance Programs	0	0	0	0
Miscellaneous labs	8	7	8	7
Wellness Screening (BP, diabetes, anemia)	63	15	63	15
Other	33	33	33	33
<i>Clinic Clients</i>				
Senior Center/ home visits	74	69	74	69
Astor Avenue	2	11	2	11
Elgin, Izaak Walton Center	3	1	3	1
Offsite clinics	39	11	39	11
Total clients (unduplicated)	61	66	61	66
<i>Public Education & Health Promotion</i>				
Media coverage	4	5	4	5
Informational seminars/Program	10	8	10	8
Program Participants	197	128	197	128
<i>Primary Care Provider Support</i>	2	10	2	10

Department Highlights

- Provided 8 home visits for residents in the month of April.
- Community Health Nurse attended the Bartlett Police Open House and provided blood pressure screenings for attendants on April 2nd.
- April 12th and 13th, Community Health Nurse and Director attended a seminar on Nutritional and Integrative Interventions for Mental Health Disorders.
- The Community Health Nurse attended an informational resource fair at Independence School in Bartlett on April 13th.
- On April 14, 19, and 26, Community Health Assistant, Community Health Nurse, and Director certified 34 Bartlett High School Students in CPR for the Healthcare Provider.
- The Community Health Nurse and Director provided puberty education for 84 students at Ontarioville Elementary School on April 17th.
- On April 19th and 25th, Director Smith provided wellness screenings, including blood pressure, diabetes and anemia screenings at Poplar Creek Library.
- Community Health Receptionist attended the Kids at Hope Fair in Hanover Park on April 22nd.
- The Office of Community Health staff participated in Student Government Day with Streamwood High School Students on April 24th.
- Community Health Nurse provided wellness screenings, including blood pressure, diabetes and anemia screenings at Westbrook Senior Living on April 26th.

Office of Community Health Mission Statement:

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

OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
Website Visits*(total)	5,801	3,930	5,801	3,930
Website Visits (unique)	4,461	2,786	4,461	2,786
Facebook Likes	26	17	26	17
Twitter Followers	43	11	43	11
YouTube Views	266	238	266	238
Email address contacts	8	N/A	8	N/A
Media Releases	1	1	1	1
Veteran Contacts	N/A	31	N/A	31
Total Veterans served	N/A	19	N/A	19
Total Resident Contacts (Elgin office)	199	195	199	195

*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.

Department Highlights

- Veterans Specialist Shawna Davis submitted her letter of resignation after finding full time employment. Her last day was April 7. Interviews were conducted in early May, with a start date for the new hire of mid-May.
- Director Kутtenberg attended the Government Social Media Conference on April 10 – 13. Conference sessions covered content generation, strategies for posting and engagement, and analytics. The keynote address was from companies such as Facebook, LinkedIn, HootSuite, the CIA, and NATO.
- CVA staff attended the Annual Town Meeting on April 11th at the Township Senior Center.
- CVA staff attended the Supervisor’s Community Service Awards on April 13th.
- Director Kутtenberg participated in the Township Emergency Services Full-Scale Exercise on April 15 at the Spaulding Road Rail Yard. Director Kутtenberg served as the Public Information Officer for the exercise, conducting two press conferences with volunteers role playing members of the media.
- Director Kутtenberg coordinated and participated in the April 18th visit of State Representative Anna Moeller. Representative Moeller toured the Township Senior Center and learned more about the Township’s programs and services for seniors.
- CVA staff hosted a Veterans Lunch and Movie program at the Izaak Walton Center on April 18th with 25 veterans in attendance.
- Director Kутtenberg met with Bartlett Elementary School principal on April 21st to discuss the logistics of the Heritage Marker Dedication scheduled for May.
- Director Kутtenberg participated in the Annual Student Government Day event on April 24th.
- Director Kутtenberg coordinated and participated in the Township of Illinois Topics Day event in Springfield on April 26. Hanover Township representatives met with legislators and staff from the Governor and Lieutenant Governor’s office to inform them of the role the Township serves in the community and advocating for Township services and programs.

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DEPARTMENT OF EMERGENCY SERVICES

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Volunteers</i>				
Total volunteers	26	28	26	28
New volunteers	0	2	0	2
<i>Hours</i>				
Volunteer Detail Hours	247	281.5	247	281.5
Volunteer Work Hours	215	226	215	226
Volunteer Training Hours	276	230	276	230
<i>Total Volunteer Hours</i>	738	737.5	738	737.5
<i>Details</i>				
Emergency Call Outs	3	3	3	3
Safety Patrols	3	5	3	5
Township Sponsored Events	5	2	5	2
Other Community Events	2	2	2	2
Miscellaneous	0	0	0	0
<i>Total Details</i>	13	12	13	12

Department Highlights:

- On April 15th, HTES conducted its first full scale exercise in conjunction with the Canadian National Railroad and 18 other first responder and community organizations.
- HTES was honored as “Emergency Management Agency of the Year” at the Illinois Emergency Services Management Association annual awards banquet on April 27th.
- Emergency Call Outs
 - On April 10th, HTES conducted weather spotting and damage assessment following a significant storm that impacted the Township.
 - On April 25th, HTES assisted the Hanover Park Police Department with traffic control at Army Trail and County Farm Road following a major automobile accident.
 - On April 27th, HTES assisted the Hanover Park Police Department with traffic control at Lake Street and Ontarioville Road following a major automobile accident.
- HTES conducted a meeting with Emergency Services members and the Hanover Park Fire Department on April 1st.
- HTES participated in an open house at Station 1 on April 2nd.
- HTES assisted Welfare Services Department with its annual Spring Fling Party at Astor Avenue Community Center on April 8th.
- On April 19th, HTES assisted the Hanover Park Police Department with traffic control for St. Ansgar Catholic Church Good Friday Mass.
- HTES assisted Streamwood Police Department with traffic control for the Village of Streamwood’s recycling event.
- Safety patrols were conducted on April 7th, 21st, and 29th.

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DEPARTMENT OF FACILITIES & MAINTENANCE

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Administration</i>				
Vehicle service calls	13	5	13	5
Work orders	57	65	57	65
Event set-ups/tear downs	182	187	182	187
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,175	4,043	4,175	4,043
Town Hall	6,240	5,760	6,240	5,760
Senior Center	29,415.75	23,588.74	29,415.75	23,588.74
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	288.28	224.60	288.28	224.60
Town Hall	553.75	660.96	553.75	660.96
Senior Center	1,299.65	1,491.99	1,299.65	1,491.99

Department Highlights

- Facilities and Maintenance is coordinating quotes for new automatic door openers for the main level restrooms in the Senior Center. The quotes will also include an automatic door opener from the receptionist to be able to activate the main entrance front doors to assist visitors to the Senior Center.
- Staff are conducting spring cleanup of the grounds at all Township facilities.
- Department staff participated in the annual Student Government Day with Streamwood High School on April 24th.
- Installed new split rail fencing, repaired and painted existing fencing at the Izaak Walton Center.
- Director Spejcher and Operations Manager Nelson are working with architects on the bidding process for the Astor Avenue Community Center roof replacement project.

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HIGHWAY DEPARTMENT

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Spring Season</i>				
Township cleanup complete				
Dirt/seed started				
Brush pickup	5	10	5	41
<i>Spring Season</i>				
Snow removal/salt tons	0	10	505	581

Department Highlights

- Township cleanup complete.
- Dirt/seed started.
- Brush pickup/ along with cuttings has started.
- Looking forward to working with the new Highway Commissioner.

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OFFICE OF THE MENTAL HEALTH BOARD

Report for April 2017

SERVICE PROVIDED	MARCH 2017	MARCH 2016	FYTD 2017	FYTD 2016
<i>Grant Funding</i>				
New clients	86	106	2,651	3,025
Ongoing Clients	788	951	NC	NC
Closed Cases	166	175	999	807
Prevention Programming Presentations	49	42	414	353
Number in audience	2,067	2,480	12,569	16,004
<i>TIDE</i>				
Participants	18	12	18	12
Rides	177	98	1,257	1,128
<i>Resource Center</i>				
Organizations providing services	5	6	6	6
Clients served	82	97	1,119	1,034

Department Highlights

- The Mental Health Board met on April 25, 2017 and awarded the following:
 - Renz Addiction Counseling Center received \$15,000 for a new program service contract to begin the second year of a two-year pilot program for Medication Assisted Therapy. After a slow start to the program, Renz anticipates approximately 20 Township residents will access this program in FY 18.
- The TIDE Taxi Voucher Program will transition to a paper voucher system effective July 1st. Due to an increased amount of riders enrolled in the program, it has become increasing difficult to correctly keep track of rides without paper vouchers being printed and disbursed. The TIDE program originally switched to a paperless system in 2014 when there were 6 riders enrolled. Currently, there are 18 riders enrolled in the program.
- Completed a site visit to Girl Scouts of IL with Chair, Kathy Biesiadecki, and MHB Member, Linda Best. Discussion regarding the in-school Girl Scout program took place. The number of girls enrolled in the program has dramatically increased in the last year. No additional follow up was necessary.
- Effective June 1, the vacant office at the Community Resource Center will be occupied by Association for Individual Development. AID will offer behavioral health and crisis services. Their goal is to reach out to local police social workers to build upon their current crisis services offered within Hanover Township.
- Manager Vana attended the Elgin Chamber event at Centro de Informacion with MHB Chair, Kathy Biesiadecki, on April 11th.
- Attended the Legislative Breakfast hosted by the Education and Workforce Center (EWC) in Hanover Park. The EWC is currently reaching out to community partners for assistance in developing a financial sustainability plan to keep the EWC open after state funding is no longer available.

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 April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Programming Division</i>				
Planned programs	208	209	208	209
Participants	2,666	2,643	2,666	2,643
Participants (unduplicated)	743	796	743	796
Wait listed (unduplicated)	88	41	88	41
Art & Computer classes	46	47	46	47
Art & Computer class participants	347	419	347	419
New volunteers	2	4	2	4
Total volunteers (unduplicated)	137	146	137	146
Volunteer hours reported	2,739	2,309	2,739	2,309
Meals Served	1,061	920	1,061	920
Meals delivered by volunteers	891	1,034	891	1,034
<i>Social Services Division</i>				
Clients served (unduplicated)	153	163	153	163
Clients served (duplicated)	115	214	115	214
Energy Assistance	12	8	12	8
Prescription drugs & health insurance assistance	79	62	79	62
Social Service programs	10	9	10	9
Social Service program participants	144	57	144	57
Lending Closet transactions	102	102	102	102
<i>Transportation Division</i>				
One way rides given	1,660	1,601	1,660	1,601
Individuals served (unduplicated)	219	224	219	224
New riders	219	224	219	224
Unmet requests for rides	40	40	40	40

Department Highlights:

- Representatives from the Bartlett Public Library, Poplar Creek Public Library and Gail Borden Public Library were on site to offer library card sign ups and to discuss their services
- Popular out trips included: The Driehaus Museum, Chicago; North Shore Distillery Tour & Lunch, & *Jesus Christ Superstar* at the Paramount Theatre.
- The TRIP rides for the month of February were 78, which is more in line with the target number based on funding.
- The Transportation division provided a shuttle service on Saturday, April 22 for the Village of Hanover Park Hope for Kids Fair.
- Transportation Manager Steininger attended the Rural Transit Assistance Center annual conference in Springfield, April 4-6.
- The AARP Income Tax Assistance Program ended April 11. The program served 471 individuals.
- Social Services hosted a new four-part workshop series in support of National Financial Literacy Month. Topics included Preventing Elder Financial Exploitation and Budgeting Basics.
- Social Services staff attended a training session on Social Security Disability benefits on April 28.

DEPARTMENT OF WELFARE SERVICES

Report for April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>General Assistance</i>				
General Assistance clients	12	16	12	16
General Assistance appointments	29	39	29	39
Emergency Assistance appointments	11	13	11	13
Emergency Assistance approved	0	2	0	2
Crisis intake clients	103	116	103	116
Access to Care	0	0	0	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	40	35	40	35
Circuit Breaker	0	0	0	0
<i>Social Services</i>				
ComEd Hardships	0	5	0	5
Weatherization	0*	0	0*	0
<i>Food Pantry</i>				
Served (Households)	640	760	640	760
New applications	16	36	16	36
Food Donations	45	50	45	50
<i>Community Center Walk-Ins</i>	197	209	197	209

*Program Closed

Department Highlights:

- Employment Support Services began at Astor Avenue Community Center through RPP Enterprises in April. Employment Support services will be available onsite every Monday and Thursday from 9am to 1pm to assist residents with their employment needs including resume writing, job training, and employment opportunities.
- LIHEAP applications saw a slight increase in April. Welfare Services continues to have a consistent number of applicants.
- ComEd Hardship opened in early May allowing us to assist residents with high ComEd bills that are pending shut off as well as reconnection services. All Welfare Services and Auxiliary Staff are trained on processing applications for this program.
- Food Pantry were lower in April, however have begun increasing in May.
- More than 500 Spring Candy Bags were filled at the Senior Center in April.
- The Knights of Columbus Mary's Millennium Council 12801 assisted with the Spring Fling party at Astor Avenue Community Center. The bunny visited the 100 participants and distributed the candy bags made by the seniors.
- The 9th Annual Community Service Awards banquet was held at the Senior Center with 115 people in attendance.
- Senator Cristina Castro's office continues keeping office hours at Astor Avenue. They are onsite every Tuesday from 1:30-6:00pm.
- CEDA staff continues to keep office hours at Astor Avenue every Wednesday from 8:30-4:30 to assist residents with emergency assistance programs including vision care, auto repair, housing and family support and case management.

Welfare Services Mission Statement:

HanoverTownship Welfare Services is committed to improving the welfare of Hanover Township 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 April 2017

SERVICE PROVIDED	APRIL 2017	APRIL 2016	FYTD 2018	FYTD 2017
<i>Outreach & Prevention</i>				
Open Gym participants	1,402	1,280	1,402	1,280
Open Gym participants (unduplicated)	486	429	486	429
Alternative to Suspension referrals	0	0	0	0
Alternative to Suspension participants	246	273	246	273
Alternative to Suspension participants (unduplicated)	108	107	108	107
<i>Clinical</i>				
Therapy clients	336	384	336	384
Therapy clients (unduplicated)	159	176	159	176
New clients (unduplicated)	15	22	15	22
Clinical hours	282	277	282	277
Group session participants	336	200	336	200
<i>Tutoring Participants</i>				
Total	278	246	278	246
Unduplicated	94	84	94	84

Department Highlights:

- Shannon Stowasser from Amita/Alexian Brothers Behavioral Health, provided an overview of new psychiatric services to the Youth and Family Services staff on Tuesday, April 11, 2017.
- Director Parquette attended the Hanover Township Annual Meeting on Tuesday, April 11, 2017.
- Director Parquette attended and participated in School District U-46’s Multi-Tiered Systems of Support coaches planning meeting on Wednesday, April 12, 2017.
- Director Parquette, Clinical Manager Houdek, Prevention Manager Cohen, and Clinical Interventionist Dickinson met with the new Principal of Streamwood High School, Michelle Chapman-Simmons, on Thursday, April 13, 2017, to begin collaboration and establish a new working relationship with the Township.
- Director Parquette and Prevention Manager Cohen attended the Hanover Township Supervisor’s Community Service Awards on Thursday, April 13, 2017.
- Ryan Dickinson, Clinical Interventionist, provided a two-day, four classes per day, Pre-Prom Healthy Decision Making presentation to juniors and seniors of Streamwood High School on April 20-21.
- Youth and Family Services hosted an Operation Snowball Inc., regional training on Saturday, April 22, 2017. Youth and adults from the surrounding suburban communities attended.
- Office Manager Concepcion and Therapist Low attended the Village of Hanover Park’s Annual Kids at Hope Community Fair on Saturday April 22nd.
- Youth and Family Services coordinated the Annual Student Government Day in collaboration with the Village of Streamwood, Police, Fire and Park District with Streamwood High School seniors on Monday, April 24, 2017.
- Director Parquette attended the Alignment Collaborative for Education quarterly Governing Board Meeting on Wednesday, April 26, 2017.
- Director Parquette met with School District U-46 Assistant Superintendent Dr. Terri Lozier on Thursday, April 27, 2017 to discuss collaboration with a new initiative, Academic Seminar.
- Clinical Interventionist Dickinson attended the Laurel Hill Community Resource Fair on April 28, 2017.

Youth and Family Services Mission Statement:

Our mission is the prevention of juvenile delinquency and the promotion of positive development in young people. We strengthen families, provide outreach to youth at risk of school failure and contribute to the building of a healthier Township community.

Hanover Township

Board Audit Report

From 5/3/17 - 5/15/17

	Subtotal	Alexian Invoices	Total
Total Town Fund	147,837.14	193.51	148,030.65
Total Senior Center	34,516.78	61.00	34,577.78
Total Welfare Services	3,060.67		3,060.67
Total Road and Bridge	18,685.26		18,685.26
Total Mental Health Board	2,264.46		2,264.46
Total Retirement	-		
Total Vehicle	200.00		200.00
Total Capital	8,973.30		8,973.30
Total All Funds	215,537.61	254.51	215,792.12

The above "Subtotal" column has been approved for payment this 15th day of May.

The above "Total" column has been approved for payment this 15th day of May.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

May 3 - 15, 2017

Type	Date	Num	Name	Memo	Amount
5053 · Mental Health - Revenue					
5053850 · Tide Revenues					
Check	05/12/2017	120987	Marshall, Lisa	TIDE Refund	136.50
Total 5053850 · Tide Revenues					136.50
Total 5053 · Mental Health - Revenue					136.50
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014430 · Computer Equipment & Software					
Check	05/12/2017	121025	ProxIT Technology Solutions	Inv# 1827 Network Labor	2,040.00
Check	05/12/2017	121025	ProxIT Technology Solutions	Inv# 1599 APC Battery	95.91
Total 1014430 · Computer Equipment & Software					2,135.91
Total 101CAP · Capital Expenditures					2,135.91
101CHN · Community Health					
1014453 · Printing					
Check	05/12/2017	121022	Interact Business Products, LLC (SS)	Inv# 411452 Copy Charges	34.03
Total 1014453 · Printing					34.03
1014457 · Furniture and Computer Equip					
Check	05/12/2017	121024	Leaf (478-001)	Inv# 7379385 Copier Lease	115.50
Total 1014457 · Furniture and Computer Equip					115.50
1014459 · Professional Services					
Check	05/12/2017	121005	Alexian Brothers Health System	Acct# G.9319 Patient Lab	100.51
Total 1014459 · Professional Services					100.51
1014466 · Communications					
Check	05/09/2017	120882	Verizon Wireless (ES 00002)	Acct# 742025529-00002 Monthly Charges	85.25
Total 1014466 · Communications					85.25
1014491 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	1,928.25
Total 1014491 · Health Insurance					1,928.25
Total 101CHN · Community Health					2,263.54
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	05/09/2017	120848	Leaf (618-005)	Inv# 7351105 Copier Lease - IWC	103.00

Hanover Township Board Audit Report

May 3 - 15, 2017

Type	Date	Num	Name	Memo	Amount
			Total 1014617 · Equipment & Furniture		103.00
			1014621 · Satellite Office Utilities		
Check	05/09/2017	120824	City of Elgin	Acct# 413720-6423 Water Monthly Charges	15.37
Check	05/09/2017	120825	Comcast (503 Cable)	Acct# 8771 20 032 0798503 Monthly Charges	2.11
Check	05/09/2017	120826	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	192.34
Check	05/09/2017	120862	Nicor 78	Acct# 78-11-12-9467 Monthly Charges	83.77
			Total 1014621 · Satellite Office Utilities		293.59
			1014623 · Satellite Office Phone & Intrnt		
Check	05/09/2017	120814	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	86.47
			Total 1014623 · Satellite Office Phone & Intrnt		86.47
			1014625 · Communications		
Check	05/09/2017	120831	Easy Permit Postage	Confirmation# 3813378 Hanover Happenings Newsletter Postage	8,447.23
			Total 1014625 · Communications		8,447.23
			1014626 · Community Service Award		
Check	05/09/2017	120811	A1 Trophies & Awards, Inc	Inv# 10734 2017 Supervisor's Community Service Awards (10 awards)	530.00
			Total 1014626 · Community Service Award		530.00
			1014631 · Community Festivals		
Check	05/09/2017	120816	Bartlett Heritage Days	2017 Bartlett Heritage Days Sponsor	1,500.00
			Total 1014631 · Community Festivals		1,500.00
			1014691 · Health Insurance		
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	2,583.89
			Total 1014691 · Health Insurance		2,583.89
			Total 101CMA · Community Relations		13,544.18
			101VET · Veteran Affairs		
			1014701 · Veterans Honor Roll		
Check	05/12/2017	121009	A1 Trophies & Awards, Inc	Inv# 10762 Veteran Plate	4.00
			Total 1014701 · Veterans Honor Roll		4.00
			Total 101VET · Veteran Affairs		4.00
			Total 101CVA · Community & Veteran Affairs		13,548.18
			101ES · ES - Expenditures		
			1014802 · Equipment		
Check	05/09/2017	120812	Air One Equipment, Inc.	Inv# 122171 Protective Boots	167.15
Check	05/09/2017	120812	Air One Equipment, Inc.	Inv# 122284 Protective Boots	167.05
Check	05/09/2017	120822	Carol Stream Lawn and Power	18" Saw	263.00

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2017	120833	Fullife Safety Center	Inv# 36115 Flashlight/Worklight	38.00
Check	05/09/2017	120887	American Trade Mark Co.	Inv# 00022744 Equipment Markers	257.95
Check	05/09/2017	120822	Carol Stream Lawn and Power	Blower Maintenance	97.11
Check	05/09/2017	120822	Carol Stream Lawn and Power	Generator Maintenance	114.99
Check	05/09/2017	120822	Carol Stream Lawn and Power	Chainsaw Maintenance	114.88
Check	05/09/2017	120822	Carol Stream Lawn and Power	Chainsaw Maintenance	100.63
Check	05/09/2017	120822	Carol Stream Lawn and Power	Generator Maintenance	92.75
Check	05/09/2017	120822	Carol Stream Lawn and Power	Chainsaw Maintenance	87.89
Total 1014802 · Equipment					1,501.40
1014803 · Uniforms					
Check	05/09/2017	120817	Bartlett Sports	Inv# 4484 ES Shirts w/Logo (77)	1,697.00
Total 1014803 · Uniforms					1,697.00
1014814 · Communications					
Check	05/09/2017	120882	Verizon Wireless (ES 00002)	Acct# 742025529-00002 Monthly Charges	85.95
Total 1014814 · Communications					85.95
1014891 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	1,941.14
Total 1014891 · Health Insurance					1,941.14
Total 101ES · ES - Expenditures					5,225.49
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	05/09/2017	120840	Illinois Counties Risk Management Trust	Workers Comp/Property and Liability	65,799.67
Check	05/09/2017	120874	Sullivan & Associates	Inv# 4672 Supervisor's Bond Renewal	8,430.00
Total 1014503 · General Insurance					74,229.67
1014507 · Flex Plan & 457 Plan					
Check	05/09/2017	120828	CUNA Mutual Retirement Solutions	Inv# GV138804-230557 457 Plan Administration	462.50
Total 1014507 · Flex Plan & 457 Plan					462.50
Total 101ISE · Insurance & Employee Benefits					74,692.17
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	05/12/2017	121023	Kopon Airdo, LLC	Inv# 190-0001-21941 Legal Fees	7,845.80
Total 1014502 · Legal Services					7,845.80
Total 101LEA · Legal & Auditing					7,845.80
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies - Town					

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Type	Date	Num	Name	Memo	Amount
Check	05/12/2017	121029	The Home Depot	Cleaning Supplies	88.31
Total 1014205 · Janitorial Supplies - Town					88.31
1014210 · Building Maintenance - Town					
Check	05/12/2017	121029	The Home Depot	Telephone Cords/Gloves/Brake Cleaner/Sodium Lights	217.00
Total 1014210 · Building Maintenance - Town					217.00
1014211 · Building Maintenance - Senior					
Check	05/09/2017	120837	Grainger	Inv# 9422296146 Art Room Floor Box	159.30
Check	05/12/2017	121029	The Home Depot	GFI Electrical Outlets/Installation Supplies/Configuration	222.50
Total 1014211 · Building Maintenance - Senior					381.80
1014212 · Building Maintenance - Astor					
Check	05/12/2017	121029	The Home Depot	Tube Light Bulbs	17.96
Total 1014212 · Building Maintenance - Astor					17.96
1014225 · Grounds/Reserve Maintenance					
Check	05/09/2017	120837	Grainger	Inv# 9426799749 Pentagon Meter Key B-Box Cover Runzel Reserve	30.80
Check	05/12/2017	121029	The Home Depot	Weeder/Hand Trowel	33.64
Total 1014225 · Grounds/Reserve Maintenance					64.44
1014291 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	4,576.45
Total 1014291 · Health Insurance					4,576.45
Total 101MAIN · Facilities Maintenance					5,345.96
101PAN · Pantry					
1014161 · Utilities					
Check	05/09/2017	120856	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	36.53
Check	05/09/2017	120857	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	71.33
Check	05/12/2017	121014	Com Ed 009 (Snr)	Acct# 8584152016 Monthly Charges	3,085.44
Check	05/12/2017	121015	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	471.81
Total 1014161 · Utilities					3,665.11
1014191 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	1,941.14
Total 1014191 · Health Insurance					1,941.14
Total 101PAN · Pantry					5,606.25
101THE · Town Hall Expense					
1014402 · Telephone - Town					

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Type	Date	Num	Name	Memo	Amount
Check	05/12/2017	121016	Call One	Acct# 1211556-1130965 Monthly Charges	2,294.14
Total 1014402 · Telephone - Town					2,294.14
1014403 · Utilities - Town					
Check	05/09/2017	120859	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	255.01
Check	05/09/2017	120860	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges	385.90
Check	05/09/2017	120883	Village of Bartlett	Water/Sewer May 2017	130.89
Check	05/12/2017	121012	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	675.44
Check	05/12/2017	121030	Village of Bartlett	Acct# 62447 Water/Sewer	207.93
Check	05/12/2017	121030	Village of Bartlett	Acct# 63818 Runzel Reserve	19.10
Total 1014403 · Utilities - Town					1,674.27
Total 101THE · Town Hall Expense					3,968.41
101TOE · Town Office Expense					
1014401 · Postage					
Check	05/12/2017	121019	Easy Permit Postage	Confirmation# 3816282 Annual Permit Fee	225.00
Total 1014401 · Postage					225.00
1014404 · Office Supplies					
Check	05/09/2017	120877	Staples	Inv# 3337689430 Report Covers	60.59
Check	05/09/2017	120877	Staples	Inv# 3337689429 Clip Paper/ Paper Clips/Copy Paper	149.93
Check	05/12/2017	120993	Dolan Baumer, Kathleen M	Labels	16.79
Check	05/12/2017	121027	Staples	Inv# 3337118875 Staples/Binders/Clear Tape/Receipt Book	128.91
Total 1014404 · Office Supplies					356.22
1014406 · Printing					
Check	05/12/2017	121001	Belmonte Printing Co.	Inv# 096072 Our Town Booklet Printing (50)	111.00
Total 1014406 · Printing					111.00
1014412 · Travel Expenses					
Check	05/09/2017	120832	Craig Essick	Mileage Reimbursement - TOI Topics Day	114.49
Check	05/09/2017	120832	Craig Essick	Mileage Reimbursement - IESMA Training Summit	112.89
Check	05/09/2017	120841	Imperato, Alexandra M	Mileage Reimbursement	26.30
Check	05/12/2017	120993	Dolan Baumer, Kathleen M	Travel Reimbursement	41.21
Total 1014412 · Travel Expenses					294.89
1014414 · Memberships, Subs & Publication					
Check	05/09/2017	120865	Daily Herald	Acct 681793 Newspaper Service	65.80
Check	05/12/2017	120993	Dolan Baumer, Kathleen M	Annual Notary Registration	5.00
Check	05/12/2017	121002	Township Officials of Cook County	Township Officials of Cook County Annual Dues	1,500.00
Total 1014414 · Memberships, Subs & Publication					1,570.80
1014530 · Financial Administration					

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2017	120836	Governmental Accounting, Inc	Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
1014531 · Community Affairs					
Check	05/09/2017	120811	A1 Trophies & Awards, Inc	Inv# 10813 Trustee Plaque	139.90
Check	05/09/2017	120854	Monegato, Holly N	Trustee Caramelli Farewell Cake	67.00
Total 1014531 · Community Affairs					206.90
1014532 · Committee on Youth					
Check	05/09/2017	120811	A1 Trophies & Awards, Inc	Inv# 10829 Committee on Youth Awards (5)	108.29
Check	05/09/2017	120866	Party Central	Contract# 499082-2 COY Table/Linen Rentals	514.70
Total 1014532 · Committee on Youth					622.99
1014534 · Passport Services					
Check	05/12/2017	120992	Misty Nicole Nanna	Passport Processing Travel Reimbursement	42.00
Total 1014534 · Passport Services					42.00
1014591 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	3,821.23
Total 1014591 · Health Insurance					3,821.23
Total 101TOE · Town Office Expense					12,279.63
104ASR · Assessor's Division					
1044491 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	2,583.89
Total 1044491 · Health Insurance					2,583.89
Total 104ASR · Assessor's Division					2,583.89
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	05/09/2017	120849	Erika Ledezma	Sign Language Tri Lingual Interpreter Services	100.00
Total 1094608 · Salaries					100.00
1094612 · Consulting Fees					
Check	05/09/2017	120851	Michael Kelly	Consultation Services	300.00
Total 1094612 · Consulting Fees					300.00
1094614 · Printing					
Check	05/09/2017	120868	Quill Corporation	Inv# 6091127 Ink	105.16

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Type	Date	Num	Name	Memo	Amount
Total 1094614 · Printing					105.16
1094619 · Office Supplies					
Check	05/09/2017	120868	Quill Corporation	Inv# 6129576 Copy Paper	99.98
Check	05/09/2017	120868	Quill Corporation	Inv# 6168103 Coffee/Tea Supplies	58.01
Check	05/09/2017	120868	Quill Corporation	Inv# 6191819 Coffee Supplies - Sugar	20.13
Check	05/12/2017	121026	Quill Corporation	Inv# 6498114 Coffee Supplies/Copy Paper	185.65
Total 1094619 · Office Supplies					363.77
1094620 · Community Affairs					
Check	05/09/2017	120811	A1 Trophies & Awards, Inc	Inv# 10801 Student Govt Day Awards	2.50
Check	05/09/2017	120868	Quill Corporation	Inv# 6054655 SGD - Folders	19.98
Check	05/09/2017	120868	Quill Corporation	Inv# 6054659 SGD - Folders	19.98
Total 1094620 · Community Affairs					42.46
1094621 · Recruitment and Pre Employment					
Check	05/12/2017	121011	Alexian Bros Corporate Health Services	Inv# 624356 Employee Physical/Drug Screen	93.00
Check	05/12/2017	121031	Verify (XHANYF)	Inv# 1138530 Background Check	16.00
Check	05/12/2017	121031	Verify (XHANYF)	Inv# 1132591 Background Checks (2)	32.00
Total 1094621 · Recruitment and Pre Employment					141.00
1094623 · Travel					
Check	05/12/2017	121004	Houdek, Tina M	Mileage Reimbursement	9.63
Total 1094623 · Travel					9.63
1094691 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	7,126.24
Total 1094691 · Health Insurance					7,126.24
Total 109ADM · Administration & Clinical					8,188.26
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					
Check	05/09/2017	120875	Sam's Club (YFS 0748 1)	Inv# 003516 Cups for Summer OG	27.96
Check	05/12/2017	121026	Quill Corporation	Credit 787637	-18.99
Total 1094627 · Open Gym Program.					8.97
1094644 · Travel					
Check	05/12/2017	121003	McSheffrey, Ryan K	Mileage Reimbursement	111.82
Total 1094644 · Travel					111.82
1094647 · Office Supplies					
Check	05/09/2017	120875	Sam's Club (YFS 0748 1)	Inv# 003517 Tissue	15.98

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Type	Date	Num	Name	Memo	Amount
			Total 1094647 · Office Supplies		15.98
			1094651 · Cellphones		
Check	05/09/2017	120882	Verizon Wireless (ES 00002)	Acct# 742025529-00002 Monthly Charges	341.00
			Total 1094651 · Cellphones		341.00
			1094791 · Health Insurance		
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	3,869.39
			Total 1094791 · Health Insurance		3,869.39
			Total 109OUT · Outreach & Prevention		4,347.16
			Total 109YFS · Youth & Family Services		12,535.42
			Total 1014 · Town Fund - Expenditures		148,030.65
			1104 · Senior Center - Expenditures		
			1104ADM · Administration		
			1104525 · Telephone & High Speed Internet		
Check	05/09/2017	120882	Verizon Wireless (ES 00002)	Acct# 742025529-00002 Monthly Charges	239.86
			Total 1104525 · Telephone & High Speed Internet		239.86
			1104527 · Equipment		
Check	05/09/2017	120846	Leaf (618-002)	Inv# 7351103 Library Copier Lease	35.32
Check	05/09/2017	120847	Leaf (618-003)	Inv# 7369679 Postage Machine Lease	87.00
Check	05/12/2017	121024	Leaf (478-001)	Inv# 7379385 Copier Lease	115.50
			Total 1104527 · Equipment		237.82
			1104528 · Office Supplies		
Check	05/09/2017	120868	Quill Corporation	Inv# 6391045 Ink	225.93
Check	05/09/2017	120877	Staples	Inv# 3337118876 Badge/Holder/Dividers	109.43
			Total 1104528 · Office Supplies		335.36
			1104533 · Printing		
Check	05/12/2017	121022	Interact Business Products, LLC (SS)	Inv# 411452 Copy Charges	121.71
			Total 1104533 · Printing		121.71
			1104535 · Travel		
Check	05/09/2017	120867	Petteys, Jamie A	Mileage Reimbursement	30.01
			Total 1104535 · Travel		30.01
			1104591 · Health Insurance		
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	9,628.59

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Type	Date	Num	Name	Memo	Amount
Total 1104591 · Health Insurance					9,628.59
Total 1104ADM · Administration					10,593.35
1104NUT · Nutrition					
1105550 · Congregate Salaries					
Check	05/09/2017	120813	All Team Staffing	Inv# 60-471918 Part Time Temp Help	713.93
Check	05/09/2017	120813	All Team Staffing	Inv# 60-471943 Part Time Temp Help	439.34
Check	05/12/2017	121006	All Team Staffing	Inv# 60-471978 Part Time Temp Help	1,068.40
Total 1105550 · Congregate Salaries					2,221.67
1105551 · Congregate Food					
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02521134 Congregate Food	74.53
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02521147 Congregate Food	9.00
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526979 Congregate Food	15.55
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526817 Congregate Food	32.37
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526622 Congregate Food	160.20
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02525514 Congregate Food	39.80
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523402 Congregate Food	5.18
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523392 Congregate Food	71.25
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02524571 Congregate Food	18.00
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523734 Congregate Food	2.95
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02519939 Congregate Food	141.20
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02517945 Congregate Food	25.58
Check	05/09/2017	120835	Gordon Food Service	Inv# 177513165 Congregate Food	361.18
Check	05/09/2017	120835	Gordon Food Service	Inv# 177668772 Congregate Food	596.55
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2531388 Congregate Food	56.53
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2530401 Congregate Food	46.84
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2530395 Congregate Food	25.75
Check	05/12/2017	121020	Get Fresh Produce, Inc	Credit for Inv 2482107	-74.79
Total 1105551 · Congregate Food					1,607.67
1105552 · Congregate Equipment					
Check	05/09/2017	120853	Mickey's Linen	Inv# 7007783 Congregate Equipment	23.72
Total 1105552 · Congregate Equipment					23.72
1105553 · Congregate Supplies					
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02524571 Congregate Supplies	15.90
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02518298 Congregate Supplies	18.23
Check	05/09/2017	120835	Gordon Food Service	Inv# 177513165 Congregate Supplies	130.24
Check	05/09/2017	120835	Gordon Food Service	Inv# 177668772 Congregate Supplies	36.07
Check	05/09/2017	120853	Mickey's Linen	Inv# 7006614 Congregate Supplies	23.72
Check	05/09/2017	120853	Mickey's Linen	Inv# 7007783 Congregate Supplies	23.73
Check	05/09/2017	120853	Mickey's Linen	Inv# 7009022 Congregate Supplies	29.38
Total 1105553 · Congregate Supplies					277.27
1105558 · Home Delivered Meals Food					

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02521134 HDM Food	74.53
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02521147 HDM Food	9.00
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526979 HDM Food	15.55
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526817 HDM Food	32.28
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526622 HDM Food	160.20
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02526821 HDM Food	27.90
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02525514 HDM Food	39.80
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523402 HDM Food	5.18
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523392 HDM Food	71.25
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02524571 HDM Food	63.25
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02523734 HDM Food	2.95
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02518298 HDM Food	18.22
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02519939 HDM Food	141.20
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02517946 HDM Food	41.85
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02517945 HDM Food	25.57
Check	05/09/2017	120835	Gordon Food Service	Inv# 177513165 HDM Food	518.58
Check	05/09/2017	120835	Gordon Food Service	Inv# 934056201 HDM Food	51.92
Check	05/09/2017	120835	Gordon Food Service	Inv# 177668772 HDM Food	696.99
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2531388 HDM Food	56.52
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2531391 HDM Food	45.25
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2530401 HDM Food	46.84
Check	05/12/2017	121020	Get Fresh Produce, Inc	Credit for Inv 2482107	-74.79
Total 1105558 · Home Delivered Meals Food					2,070.04
1105560 · Home Delivered Meals Supplies					
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02524571 HDM Supplies	15.90
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02517945 HDM Supplies	31.80
Check	05/09/2017	120835	Gordon Food Service	Inv# 177513165 HDM Supplies	81.88
Check	05/09/2017	120835	Gordon Food Service	Inv# 177668772 HDM Supplies	110.99
Check	05/09/2017	120853	Mickey's Linen	Inv# 7006614 HDM Supplies	23.73
Check	05/09/2017	120853	Mickey's Linen	Inv# 7009022 HDM Supplies	29.37
Total 1105560 · Home Delivered Meals Supplies					293.67
1105561 · Event Catering					
Check	05/09/2017	120834	Get Fresh Produce, Inc	Inv# 02520096 Catering YFS Leadership Event	175.96
Check	05/09/2017	120835	Gordon Food Service	Inv# 93456200 Catering YFS Leadership Event	437.15
Total 1105561 · Event Catering					613.11
1105791 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	1,105.55
Total 1105791 · Health Insurance					1,105.55
Total 1104NUT · Nutrition					8,212.70
1104SOC · Programs & Services					
1104514 · Weekend Programming					

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2017	120839	Bill Helmuth	Inv# 42317 Senior Presentation - River Journey/Train Journey	400.00
Check	05/12/2017	120995	Sara Drower	Inv# 5917 Senior Presentation - California Here We Come	100.00
Total 1104514 · Weekend Programming					500.00
1104515 · Programming					
Check	05/09/2017	120819	Susan Benjamin	Senior Presentation - Barbara Streisand	250.00
Check	05/09/2017	120821	Brookfield Zoo	Brookfield Zoo Field Trip 6/7/17	295.00
Check	05/09/2017	120835	Gordon Food Service	Inv# 177668772 Program Refreshments	68.10
Check	05/09/2017	120838	Cesar Grimaldo	Inv# 42517 French/Spanish Instruction May/June 2017	300.00
Check	05/09/2017	120842	Bob Kalal	Music Performance May 22 2017	175.00
Check	05/09/2017	120855	Motion Picture Licensing Corporation	Inv# 504085361 Motion Picture License	614.09
Check	05/09/2017	120864	P.T. Murphy Magic, LLC	Inv# 42417 Magic Show Deposit - Galena Trip	50.00
Check	05/09/2017	120878	Studio Energia	Inv# 119 Zumba Gold Instruction May/June 2017	225.00
Check	05/09/2017	120884	Luanne Widzisz	Yoga Retreat Supplies	17.88
Check	05/12/2017	120996	French Battlefields	Senior Presentation - Pearl Harbor	150.00
Check	05/12/2017	120997	Blenderful Music	Inv# 170613 Senior Center Music Performance	250.00
Check	05/12/2017	120998	Leslie Goddard	Senior Presentation - Jacqueline Kennedy	275.00
Check	05/12/2017	121000	Jonas Cepkauskas	Memorial Day Celebration - Entertainment	145.00
Check	05/12/2017	121018	Dance Alternatives, Inc.	Inv# HP042017 Line Dance Class Instruction	200.00
Check	05/12/2017	121020	Get Fresh Produce, Inc	Inv# 2531372 Program Supplies	50.75
Total 1104515 · Programming					3,065.82
1104520 · Volunteer Services					
Check	05/09/2017	120815	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement	39.59
Check	05/09/2017	120843	Susan Kazenas	Home Delivered Meals Mileage Reimbursement	24.08
Check	05/09/2017	120844	Anita Kopinski	Home Delivered Meals Mileage Reimbursement	131.08
Check	05/09/2017	120850	Alan Lenoci	Home Delivered Meals Mileage Reimbursement	57.25
Check	05/09/2017	120871	Phil Roth	Home Delivered Meals Mileage Reimbursement	27.29
Check	05/09/2017	120873	The Seville	Inv# 13844 Volunteer Luncheon Banquet (191)	3,352.05
Check	05/09/2017	120885	Stanley Winke	Home Delivered Meals Mileage Reimbursement	174.41
Check	05/12/2017	121007	Joanne Watson	Home Delivered Meals Mileage Reimbursement	155.69
Check	05/12/2017	121008	William Riccio	Home Delivered Meals Mileage Reimbursement	26.96
Total 1104520 · Volunteer Services					3,988.40
1104526 · Club 59					
Check	05/09/2017	120829	Eagle Printing and Graphics	Club 59 Newsletter Postage	2,252.79
Total 1104526 · Club 59					2,252.79
1104532 · Visual Arts					
Check	05/09/2017	120820	Blick Art Materials	Inv# 7638159 Art Supplies	204.69
Check	05/12/2017	120999	Susan Kazenas	Clay Class Supplies	21.33
Total 1104532 · Visual Arts					226.02
Total 1104SOC · Programs & Services					10,033.03
1104TRN · Transportation					

Hanover Township Board Audit Report

May 3 - 15, 2017

Type	Date	Num	Name	Memo	Amount
1104518 · Vehicle Maintenance					
Check	05/09/2017	120827	Complete Fleet Services Inc.	Inv# 14128 Bus#130 Refasten Battery/Oil Change/Headlight	405.18
Check	05/09/2017	120863	Oil Masters	Inv# 188921 Bus#120 Oil Change	40.24
Check	05/09/2017	120863	Oil Masters	Inv# 188925 Bus#119 Oil Change	39.74
Total 1104518 · Vehicle Maintenance					485.16
1104549 · Recruitment					
Check	05/12/2017	121011	Alexian Bros Corporate Health Services	Inv# 626211 DOT Drug Screen	61.00
Total 1104549 · Recruitment					61.00
1104550 · Telephone					
Check	05/09/2017	120881	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	410.44
Total 1104550 · Telephone					410.44
1104691 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	4,782.10
Total 1104691 · Health Insurance					4,782.10
Total 1104TRN · Transportation					5,738.70
Total 1104 · Senior Center - Expenditures					34,577.78
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024204 · Equipment					
Check	05/12/2017	121017	Canteen Refreshment Services	Inv# 0525600030934 Water Machine Rental	29.95
Total 2024204 · Equipment					29.95
2024205 · Travel & Training					
Check	05/09/2017	120823	Carstensen, Margaret M	Mileage Reimbursement	30.79
Total 2024205 · Travel & Training					30.79
2024212 · Dues & Publications					
Check	05/09/2017	120823	Carstensen, Margaret M	Notary Public Filing	10.00
Total 2024212 · Dues & Publications					10.00
2024591 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	642.75
Total 2024591 · Health Insurance					642.75
Total 2024ADM · Administration					713.49
2024EMP · Employment Services					
2024221 · Professional Services					

Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	05/09/2017	120872	R.P.P. Enterprises	Inv# 219 Employment Support Center Management	1,500.00
	Total 2024221 · Professional Services				1,500.00
	Total 2024EMP · Employment Services				1,500.00
2024HOM · Home Relief					
2024102 · Rent					
Check	05/05/2017	4337	Cook County Treasurer (Carol Stream)	Property Tax Assistance	238.54
Check	05/05/2017	4338	Country Mutual Insurance Company	Home Insurance Assistance	31.98
	Total 2024102 · Rent				270.52
2024103 · Utilities					
Check	05/05/2017	4339	Village of Streamwood	Utility Assistance	26.88
	Total 2024103 · Utilities				26.88
2024106 · Travel Expenses					
Check	05/05/2017	4338	Country Mutual Insurance Company	Auto Insurance Assistance	49.78
	Total 2024106 · Travel Expenses				49.78
2024119 · Emergency Assistance					
Check	05/12/2017	4341	Squire Village	Emergency Assistance	500.00
	Total 2024119 · Emergency Assistance				500.00
	Total 2024HOM · Home Relief				847.18
	Total 2024 · Welfare Services - Expenditures				3,060.67
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034702 · Insurance					
Check	05/09/2017	120840	Illinois Counties Risk Management Trust	Workers Comp/Property and Liability	14,444.83
	Total 3034702 · Insurance				14,444.83
3034704 · Telephone					
Check	05/09/2017	120876	Sprint (HWY)	Acct#162978503 Monthly Charges	726.53
	Total 3034704 · Telephone				726.53
3034706 · Travel Expense					
Check	05/12/2017	121033	Ochoa, P. Craig	Farewell Lunch	86.59
	Total 3034706 · Travel Expense				86.59
3034709 · Uniforms & Safety Equipment					
Check	05/12/2017	121034	Steve's Printing Service, LLC	Inv#2017105 Work T-Shirts (5)/Pants (13)	585.37

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Type	Date	Num	Name	Memo	Amount
Total 3034709 · Uniforms & Safety Equipment					585.37
3034711 · Utilities					
Check	05/09/2017	120861	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	106.75
Check	05/12/2017	121013	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	169.80
Total 3034711 · Utilities					276.55
3034791 · Health Insurance					
Check	05/09/2017	120880	United Healthcare	Cust# 530960 Policy Coverage	1,310.25
Total 3034791 · Health Insurance					1,310.25
Total 3034ADM · Administration					17,430.12
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	05/09/2017	120830	Earth, Inc	Inv# 18387 Topsoil	50.00
Check	05/09/2017	120830	Earth, Inc	Inv# 18435 Topsoil	37.50
Check	05/09/2017	120845	Lafarge North America	Inv# 0707001643 Limestone	158.24
Check	05/09/2017	120852	Menard's- Hanover Park	Inv# 54084 Jack Converter	8.95
Check	05/09/2017	120870	Road Safe Traffic Systems	Inv# 58316 7' Street Sign Post	63.00
Check	05/09/2017	120879	Terrace Supply Company	Inv# 00975760 Supplies	10.50
Check	05/12/2017	121028	SiteOne Landscape Supply, LLC	Inv# 80408018 Quick Grow Mix	407.26
Check	05/12/2017	121032	Earth, Inc	Inv# 18518 Topsoil	250.00
Total 3034602 · Operating Supplies & Materials					985.45
3034610 · Street Lighting					
Check	05/09/2017	120888	Com Ed 051	Acct# 5619024051 Monthly Charges	28.33
Total 3034610 · Street Lighting					28.33
Total 3034ROD · Road Maintenance					1,013.78
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	05/09/2017	120818	Bartlett Tire	Inv# 086256 Tire Replacement	241.36
Total 3034609 · Maintenance Vehicles & Equip					241.36
Total 303EQM · Equipment					241.36
Total 3034 · Road & Bridge - Expenditures					18,685.26
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054537 · Community Relations					
Check	05/12/2017	120983	A1 Trophies & Awards, Inc	Inv# 10879 Name Badges (7)	61.22
Check	05/12/2017	120983	A1 Trophies & Awards, Inc	Tax Exempt	-5.57

Hanover Township Board Audit Report

May 3 - 15, 2017

Type	Date	Num	Name	Memo	Amount
Total 5054537 · Community Relations					55.65
Total 5054ADM · Administration					55.65
5054COM · Community Resource Center					
5054210 · Utilities					
Check	05/09/2017	120858	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges	406.35
Check	05/12/2017	120989	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Monthly Charges	24.26
Check	05/12/2017	120990	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	60.75
Total 5054210 · Utilities					491.36
5054213 · Janitorial					
Check	05/12/2017	120985	JaniKing	Inv# 05170508 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
5054217 · Capital Improvements					
Check	05/12/2017	120991	Menard's	Inv# 25858 Oven Hood	197.10
Total 5054217 · Capital Improvements					197.10
5054250 · Building Maintenance					
Check	05/12/2017	120988	Orkin Pest Control (MHB)	Inv# 155515004 Pest Control	54.60
Total 5054250 · Building Maintenance					54.60
5054286 · Agency Support Services					
Check	05/12/2017	120982	Windstream	Acct# 639097797001 Monthly Charges	742.83
Check	05/12/2017	120984	Hinckley Springs (MHB)	Acct 16681552567400 Monthly Charges	65.84
Check	05/12/2017	120986	Comcast (MHB)	Acct 8771 10 084 0485823 Monthly Charges	106.58
Total 5054286 · Agency Support Services					915.25
Total 5054COM · Community Resource Center					2,072.31
Total 5054 · Mental Health - Expenditures					2,127.96
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	05/09/2017	120869	Pace	Bus Lease (2)	200.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	05/12/2017	121010	Andromeda Technology Solutions	Inv# 79127 Telephone System/Infrastructure Audit	1,875.00
Check	05/12/2017	121021	JBR Group, LLC	Inv# 1008 Town Hall LED Lighting Upgrade	7,098.30

Hanover Township Board Audit Report

May 3 - 15, 2017

Type	Date	Num	Name	Memo	Amount
			Total 8084425 · Building & Perm Improvements		<u>8,973.30</u>
			Total 8084 · Capital Projects - Expenditures		<u>8,973.30</u>
TOTAL					<u><u>215,792.12</u></u>

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

Other Elected Officials present were Assessor Smogolski and Commissioner Ochoa.

Others present included Administrator James Barr, Facilities & Maintenance Director Steve Spejcher, Community Health Director Kristen Smith, Mental Health Board Manager Kristen Vana, Senior Services Director Tracey Colagrossi, Emergency Services Director Bill Burke, Community & Veterans Affairs Director Tom Kuttentberg, Welfare Services Director Mary Jo Imperato, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, Attorney Mike Airdo, Streamwood resident Trustee Elect Mr. Gino Martinez, Streamwood High School Civics class students, Elgin resident Road Commissioner Elect Tom Smogolski, and Bartlett residents Mrs. Eileen Ochoa and EM volunteer Mr. John McGuire.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations: The Board presented Highway Commissioner P. Craig Ochoa with a plaque commemorating his ten years of service to Hanover Township. This is his final meeting as Commissioner, and the Board thanked him for his service. Commissioner Ochoa brought forward a proposed referendum for the April 2017 ballot that would abolish the Road District. The referendum passed and the duties and responsibilities of the District would fall under the Township in January 2018. In a time when the number of local governmental units is high and under scrutiny for reduction, this was a remarkable action. The Commissioner invited his wife to forward to stand beside him as he told the Board that it was a pleasure to serve beside them. He also thanked the staff for doing the job they do.
- V. Reports
 - A. Supervisor McGuire announced that Illinois Emergency Management Training awarded the Township Emergency Services department with an Agency of the Year award. Kudos to Director Burke and his cadre of volunteers. The team was called out once this past week due to the rains. He asked that Administration plan a reception to acknowledge the award in June.
 - B. Clerk Dolan Baumer reported that the Township officials, staff and volunteers have filed all Statements of Economic Interest for 2016.
 - C. Highway Commissioner Ochoa offered no report.
 - D. Assessor Smogolski offered no report.
 - E. Treasurer: A motion was made by Trustee Caramelli and seconded by Trustee Moinuddin to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Moinuddin, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.
 - F. Trustee Liaison Committee Reports: No reports were offered.

VI. Bill Paying: Mr. Barr presented the bills from FY2017 – April 19-May 2, 2017, for review and approval by the Board, as follows:

a.	Town	\$48,160.04
b.	Senior Center	9,918.33
c.	Welfare Services	929.48
d.	Road and Bridge	10,897.37
e.	Mental Health Board	259.63
f.	Retirement	0.00
g.	Vehicle	0.00
h.	Capital	<u>0.00</u>
	Total All Funds	<u>\$70,164.85</u>

Trustee Moinuddin made a motion to approve the bills from April 19-May 2, 2017 for FY17 as presented; the motion was seconded by Trustee Essick. Roll call: Ayes: Trustees Moinuddin, Essick and Caramelli, and Supervisor McGuire. Abstain: Supervisor McGuire. Nays: None. Motion carried.

Mr. Barr presented the balance of the bills from April 19-May 2, 2017 for FY18, as follows for review and approval by the Board:

a.	Town	\$18,751.61
b.	Senior Center	14,106.25
c.	Welfare Services	7,744.31
d.	Road and Bridge	1,855.11
e.	Mental Health Board	122,170.40
f.	Retirement	0.00
g.	Vehicle	0.00
h.	Capital	<u>2,758.70</u>
	Total All Funds	<u>\$167,386.38</u>

A motion was made by Trustee Essick to approve the bills April 19-May 2, 2017 for FY18 as presented; Trustee Moinuddin seconded the motion. Roll call: Ayes: Trustees Moinuddin, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

VII. Unfinished Business: None was discussed.

VIII. New Business

A. Meeting Minutes of April 18, 2017: Clerk Dolan Baumer presented the meeting minutes of April 18, 2017 for review and approval. A motion was made by Trustee Caramelli to approve the meeting minutes of April 18, 2017 as presented, with a second by Trustee Moinuddin. Roll call: Ayes: Trustees Caramelli, Essick and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

B. Resolution declaring Delbert Seaton Day in Hanover Township: Trustee Essick moved and Trustee Caramelli seconded the motion to declare May 5 Delbert Seaton Day in Hanover Township. The Illinois Department of Veterans Affairs is honoring Mr. Seaton on May 5 here at the Township for his contributions that go above and beyond in service to veterans and community. Roll call: Ayes: Trustees Caramelli, Moinuddin and Essick, and Supervisor McGuire. Nays: None. Motion carried.

- C. Appointments to the Hanover Township Senior Citizens Services Committee: Supervisor McGuire made a motion to appoint Missus Carala Fruhauf and Alice Shorey, and Mr. Thomas Lathara to the Senior Citizens Services Committee with a term to commence June 1, 2017 and run for three years; the motion was seconded by Trustee Caramelli and carried by unanimous roll call: Ayes: Trustees Caramelli, Essick and Moinuddin, and Supervisor McGuire.
- D. Appointments to the Hanover Township Committee on Youth: Supervisor McGuire made a motion to appoint Missus Shannon Henderson and Rebecca Swangren, and Mr. Dilpreet Kaur to the Community on Youth with a term to commence on May 15, 2017 for three year term; the motion was seconded by Trustee Moinuddin and carried by unanimous roll call: Ayes: Trustees Caramelli, Essick and Moinuddin, and Supervisor McGuire.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: On the retirement from the Board of Steve Caramelli, who chose not to run in the recent April 2017 election, the Board presented him with a plaque commemorating his service from 2013 through 2017. Trustee Benoit was not present, but the Supervisor read her comments into the record as follows:

"It is with great regret that I am not able to join you tonight because of a conflicting work commitment. But, I could not let this evening pass without saying a few things about my outgoing colleagues, Trustee Steve Caramelli and Highway Commissioner P. Craig Ochoa.

A little over four years ago, Trustee Steve Caramelli was elected to his first public office as a trustee of Hanover Township. Since then, he has proven himself eager to learn about the inner workings of Hanover Township and the issues facing our residents. He has shown his commitment and dedication to improving the lives of Township residents over and over again. I am sure this will not be Steve's last venture into public service, as we know he continues to serve the people of Hanover Township and the State as one of Illinois' finest. I want to personally thank Steve for sitting next to me for the last four years and making sure the microphone was turned on, and that I had water in my cup and the best pick of chocolates at each meeting. It is often said that the things that are done in quiet and thoughtful ways are the things that matter the most. That is what I will remember most about Steve's tenure with us at Hanover Township, his willingness to serve the people of Hanover Township quietly and thoughtfully each and every day.

Saying something about Highway Commissioner Craig Ochoa will be difficult, only because there is so much to say in such a short amount of time. IN the eight years I have served with Craig, he has buoyed me and the entire Township with his tireless devotion and enthusiasm for Hanover Township and the residents we serve. He attends nearly every event and he does so with a smile and a kind word for everyone. If there was a face of public servants who lived by the philosophy of neighbor helping neighbor, that face would be Craig Ochoa's He has served with honor and distinction and has demonstrated the humility to think of the needs of the people over his own needs. By proposing to abolish the Hanover Township Highway Department as a separate unit of government and transferring those duties to the Township itself. Such an action, supported by the people in our recent referendum, puts the Township in the best position to serve its residents responsibly and efficiently for years to come. While Craig will not be listed as the last Hanover Township Commissioner, he will certainly be listed as one of its best because of his desire to always do what is best for the residents of Hanover Township.

So, despite my absence, know that I thank them for their selfless service, I wish them the best of luck in their future endeavors and hope that they do not become strangers to us here at the Township."

Trustee Caramelli then thanked the Board and noted that he is indeed still serving, as he is now the Treasurer for the Latin Caucus.

"Hats off to the Committee on Youth and Youth and Family Services and our staff," said Mr.

McGuire, remarking on this evening's successful Leadership Reception. "Once again, Hanover Township is a focal point of the community."

Reminder: Saturday, May 6 is the 4th Annual Spring to Spring at the Izaak Walton Center.

- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:28 p.m. was made by Trustee Caramelli and seconded by Trustee Essick followed by a roll call vote. Ayes: Trustees Essick, Caramelli and Moinuddin, 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