

- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:00 p.m. He then read the following into the record: On March 9, 2020, in light of the circumstances surrounding the public health emergency caused by the novel Coronavirus known as Covid-19, Governor Pritzker issued a Disaster Proclamation for the State of Illinois. He renewed this proclamation on April 30, 2020 and it is still in effect. Shortly afterward, on March 16, 2020, Governor Pritzker issued Executive Order 2020-07, which suspends for the duration of the Gubernatorial Disaster Proclamation, certain provisions of the Illinois Open Meetings Act. Specifically, the Order suspends the in-person attendance by members of a public body and suspends the conditions limiting when remote participation is permitted for attendance at a public meeting. That Executive Order was also renewed by Executive Order 2020-33 signed on April 30, 2020. Therefore, pursuant to Executive Orders 2020-07 and 2020-33, those members of the Township Board attending this May 19, 2020 Board Meeting by means other than physical presence are doing so lawfully. This participation is by videoconference. These same Executive Orders further provide that public bodies are encouraged to provide video, audio and/or telephonic access to meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to the format of meetings due to Covid19. This Board should note that the Township posted information about this meeting on the website and regularly used social media platforms, Facebook, Twitter, Instagram, and LinkedIn. This information shared with the public the way in which they could participate in the meeting, submit comments and monitor the meeting in light of the ongoing public health emergency.

Clerk Dolan Baumer called the roll; physically present were Supervisor McGuire, Clerk Dolan Baumer and Trustee Martinez. Via teleconference, Trustees Beattie, Essick, and Moinuddin were also in attendance.

Others present either in person or via teleconference were Assessor Tom Smogolski, Aging Services Interim Director Kristen Vana, Human Services Director Mary Jo Imperato*, Community Health Director Kristin Smith*, Community and Veterans Affairs Director Tom Kuttentberg*, Emergency Services Director Mike Crews*, Facilities and Road Maintenance Director Caleb Hanson, Youth and Family Services Director Tina Houdek*, Mental Health Board Manager Amanda Teachout*, Administrator James Barr, and Attorney Mike Airdo*.

*Attendance via teleconference.

- II. Pledge of Allegiance: Supervisor McGuire invited everyone to stand and join him 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. No public was present or via teleconference at this time, and Mr. McGuire closed the Town Hall.
- IV. Reports
- A. Supervisor's Report: Supervisor McGuire reported that during the last Board meeting he authorized \$2,700 as rent on the Bartlett Fire Barn for one month; going forward, the amount due for rent will be \$2,000 per month. He will be having a town hall meeting with the Supervisors of Schaumburg and Elk Grove, along with County Commissioner Morrison to discuss responses to Covid 19. He had a call from a Hanover Park Trustee who expressed her desire to seek a County CDBG for rental assistance; he share with the Trustee Hanover Township's assistance program and hardship funds and asked that any

funds raised or granted be given to the food pantry so as not to duplicate services. Since the May 5 Board meeting, he has changed the rate for emergency assistance; Director Imperator let him know that it was in the Township's best interest to increase the rate to \$3,000, depending on the family situation. The Board members concurred with this decision. The Supervisor strongly encouraged the Board members to take the sexual harassment training, as the state law directs that employees also take it. He asked that if a member prefers not to take it, and it is not mandatory for elected officials, you let his office know. He asked that the Board concur with the cancellation of the Kite Fest planned for June; the Board concurred and staff will notify the public. Lastly, he reported that the Village of Bartlett is preparing grant paperwork for state shovel-ready projects and has asked the Township to write a letter in support of such a grant. The Board concurred with this idea and staff was directed to prepare a letter over his signature.

- B. Clerk's Report: The Clerk had no report.
- C. Assessor's Report: The Assessor reported that he has completed the sexual harassment training class. He also reported that the County would waive the late penalty on taxes for two months. Our resources will be stretched due to potential late payment. The Supervisor noted that that is why the Township has reserves – for such situations.
- D. Trustee Liaison Committee Reports: There were no reports.
- E. Department Reports: Written reports were prepared for the Board's review; highlights included Director Hudek reporting that Open Gym, with 38 weekly participants, will continue through June. Work is being conducted virtually with all clients contacted weekly, with staff making many referrals to DHA and the food pantry. Summer Tutoring will be an eight-week program. Staff is scheduled to return in June. The ATCOY held meetings to discuss recommendation of virtual/telephone versus in-person contact for the time being, including child/adolescent programming. The COY will hold its food drive May 29 from 1-3 p.m. here at the Township. Staff member Ryan Dickinson had a baby girl.

Director Kuttentberg added that Veterans Specialist Cindy Wollack is having more successes working with the Veterans seeking her assistance. The Township Officials of Cook County is promoting a virtual Township Day in Cook County; Hanover is planning a virtual touch-a-truck event. Arts in Bartlett has been pushed to October. The legislature would be in session this week working on Covid-19 related issues. Huff School will distribute meals this summer, so the Township may not have to offer its summer lunch program. The Army Corps of Engineers has confirmed that the addition CNR track is approved. Supervisor McGuire complimented him on his dogged attention to the residents in this process.

Manager Teachout reported that the all purchase service agreements would be paid in advance rather than at the end of the period to allow for Covid-19 support. A virtual Human Services Agencies meeting would be held on May 27. Training on Early Childhood Trauma will be held for the agencies. The main concern today is discovering ways to provide agencies at the Resource Center a safe way to reopen. The CILA home is still receiving Township food deliveries.

Director Smith reported that Community Health staff has made over 212 well being

calls; residents are looking for health services. They are holding virtual programming. The CCDPH assigned 89 cases of Covid-19 to the department for tracking investigation; all 89 are Township residents.

Acting Director Vana reported that Director Colagrossi's last day was last Friday. Staff has welcomed her, and the transition has gone smoothly. Volunteer appreciation signs throughout the community are well received. Home delivered meals stand at 120 deliveries versus the usual 95. Drivers are returning to work HDM. An aide will start at the reception desk May 29. Two to three virtual programs are being held daily with about 140 participants. The Aging Services Facebook page will be going up this week. The Age Options audit would occur June 11-12.

Director Hanson reported that the IWL paving project is about completed. The area received 7.5 inches of rainfall last week incurring substantial flooding in three areas that have been monitored and addressed by the department (Dale Drive, King Arthur Ct., and the east side of the IWL Reserve). The drainage issue at Chapel Creek subdivision is being addressed with a study of the plats and maps to measure and mark right of way boundaries. The immediate flooding issue has been repaired and the resident complainant has responded that he is satisfied with the Township response.

Director Crews reported that the team had requests for three flood pump-outs last week at resident homes. Four crews are currently working. The department had a call for search and rescue; unfortunately it was not successful, but they would continue the search later this week. Four volunteers joined the force; training days have condensed into eight hours to accommodate emerging situations. June 1 will start 24-hour shift rotations; the number of weekly training would reduce, but there will be a new schedule to accommodate training needs. The Township is being patrolled daily; they have participated in Elgin parades. The Elgin Fire Department continues to work with the Township department virtually. Discussions have transpired between Director Crews and the Carpentersville Fire Department to iron out details of the support arrangement.

Director Imperator reported that \$45,053 has been collected for the Hanover Township Foundation since March. The department is receiving thousands of dollars worth of purchases per week to supplement the food pantry. Volunteers and drivers would be returning June 1; several have opted out due to fears of Covid-19. The department assisted with flood victims impacted by the May rains with a place to stay. An online workshop with Social Workers was held on March 13 for 40 participants. Donations of back to school backpacks are coming in. Volunteers love the appreciation lawn signs. The facility is open on Tuesday evenings and has Saturday hours to train volunteers. Training for summer lunch is ongoing, in the event it will be held at IWL.

Mr. Barr reported that Mrs. Kristen Vana has taken the position of Interim Director for Aging Services. Manager Callahan would take on additional responsibilities in the meantime. The new sever transfer went smoothly. He reiterated that the sexual harassment training that would be available for staff and elected officials later this month.

At this point, the Supervisor formally excused any Director from the balance of the Township Board meeting.

VII. Bill Paying: Mr. Barr presented the bills for payment from May 5, 2020 through May 4, 2020 as

follows:

a.	Town	\$70,033.38
b.	Senior Services	37,368.54
c.	General Assistance	10,408.39
d.	Road Maintenance	2,764.71
e.	Mental Health Board	68,949.10
f.	Vehicle	0.0
g.	Capital	<u>17,886.21</u>
	Total	<u>\$207,410.33</u>

A motion was made by Trustee Martinez and seconded by Trustee Essick to approve payment of the bills as presented from May 5, 2020 through May 18, 2020. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

VIII. Unfinished Business: During the May 5 Board meeting, the Supervisor reported that he did not intend for the Federal stimulus checks to count as income with regard to emergency assistance; Senator Castro is working the General Assembly to make a state wide declaration of this decision in the omnibus bill that is currently being worked on.

IX. New Business:

- A. Board Meeting Minutes of May 5, 2020: Clerk Dolan Baumer presented the minutes from the Board meeting of May 5, 2020 for review and approval. Trustee Moinuddin moved to approve the Board meeting of May 5, 2020; motion seconded by Trustee Martinez and a roll call followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- B. Resolution to Approve a Grant Agreement with the State of Illinois Department of Natural Resources: Trustee Martinez moved to approve resolution #051920 a grant agreement with the State of Illinois Department of Natural Resources; the motion was seconded by Trustee Beattie and a roll call voted followed. Roll call: Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion unanimously carried.
- C. Appointments to the Hanover Township Mental Health Board: Supervisor McGuire asked for the Board's concurrence in his appointment of Ms Deb Sirchia and Ms Kathy Biesiadecki, to the Mental Health Board. Trustee Essick moved that the Board concur with Mr. McGuire's appointments to the Township Mental Health Board; Trustee Moinuddin seconded the motion. Roll call: Ayes: Trustees Beattie, Martinez, Moinuddin, and Essick, and Supervisor McGuire. Motion carried.
- D. Consideration of Cleaning Services for Township Facilities: Director Hanson read the memo that was sent to all Board members included in the Board packet, regarding the three options he considered for Township cleaning services: to continue with contract services, a hybrid program of daytime Township staff and night-time contract services (for vacuuming, etc.), and a separate division under his department of Township employees as cleaning personnel. Discussion ensued. The Administrator reported that there is money in the budget to expand the F&RM budget to include more staff. Staffing in F&RM would need to be monitored, as there will probably need to be a staff replacement if one moves to the cleaning duties position. The Board asked staff to come

back with yet another proposal that expands on the hybrid idea.

- E. Consideration of Additional Steps to Ensure the Health, Safety and Welfare of Township Residents regarding the Coronavirus: Administrator Barr reported that expanded services are planned for June 1, when all staff should return. Virtual programming will continue through June, dependent on the Governor's order.
- X. Executive Session: No motion to go into Executive Session was made.
- XI. Other Business: Mr. McGuire and Counselor Airdo reported on the conditions of the Hitchcock Design contract regarding the insurance provision. Mr. McGuire asked that the Board concur with staff's recommendation to continue the Township's arrangement as it stands with Hitchcock; the Board concurred.
- XII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:58 p.m. was made by Trustee Martinez and seconded by Trustee Beattie followed by a roll call vote. Ayes: Trustees Beattie, Moinuddin, Essick and Martinez, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer
Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Senior and Welfare Services, Y&F Services, Community & Veterans Affairs