



240 S. Illinois Route 59, Bartlett, Illinois 60103

Special Meeting of the Town Board
February 11, 2013
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
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Highway Commissioner’s Report
 - D. Assessor’s Report
 - E. Treasurer’s Report
 - F. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of January 15 and Workshop of February 2
 - B. Executive Session Minutes of January 15, 2013
 - C. Acceptance of Finance Committee Report
 - 1. Fiscal Year 2013 - 2014 Hanover Township Tentative Budget Ordinance
 - 2. Fiscal Year 2013 - 2014 Hanover Township Road District Tentative Budget Ordinance
 - 3. Vehicle Replacement
 - 4. FY14 – FY19 Capital Improvement Program
 - D. Resolution Authorizing Submission of CDBG Grant Request for Izaak Walton Property Improvements
 - E. Resolution Authorizing Cook County Intergovernmental Agreement regarding Township Enforcement Officers
- IX. Executive Session
- X. Workshop – Electrical Aggregation
- XI. Other Business
- XII. 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.

Hanover Township
Board Audit Report
From 1/16/13 to 2/11/13

	Subtotal	Alexian Invoices	Total
Total Town Fund	96,981.44	873.80	97,855.24
Total Senior Center	34,614.79	61.00	34,675.79
Total Welfare Services	21,362.16		21,362.16
Total Road and Bridge	8,598.81		8,598.81
Total Mental Health Board	38,384.32	321.36	38,705.68
Total Retirement	0.00		
Total Vehicle	100.00		100.00
Total Capital	8,347.36		8,347.36
Total All Funds	<u>208,388.88</u>	<u>1,256.16</u>	<u>209,645.04</u>

The above "Subtotal" column has been approved for payment this 11th day of February 2013.

The above "Total" column has been approved for payment this 11th day of February 2013.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Hanover Township
Board Audit Report
 January 16 through February 11, 2013

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	1/22/2013	97587	Karleen Suhrbier	Museum Refund	32.00
Check	1/29/2013	97762	Janice Vaughn	Watercolor Refund	28.00
Check	2/5/2013	97795	Karleen Suhrbier	Marriott Theater Refund	64.00
Total 1103500 - Senior Programs					124.00
1103509 - Lending Closet					
Check	2/8/2013	97925	William Koch	Lending Closet Refund	30.00
Total 1103509 - Lending Closet					30.00
Total 1103 - Senior Center - Revenue					154.00
3033 - Road & Bridge - Revenue					
3033100 - Replacement Tax					
Check	1/23/2013	97700	Village of Bartlett (Repl Taxes)	Replacement Tax Allocation Aug - Dec 12	638.07
Check	1/23/2013	97701	Village of Streamwood (Repl Tax)	Replacement Tax Allocation Aug - Dec 12	713.60
Check	1/23/2013	97702	Village of Hanover Park (Repl Tax)	Replacement Tax Allocation Aug - Dec 12	471.88
Check	1/23/2013	97703	Village of Hoffman Estates (Repl Taxes)	Replacement Tax Allocation Aug - Dec 12	91.53
Check	1/23/2013	97704	City of Elgin (Repl Taxes)	Replacement Tax Allocation Aug - Dec 12	1,592.50
Total 3033100 - Replacement Tax					3,507.58
Total 3033 - Road & Bridge - Revenue					3,507.58
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	1/29/2013	97763	Wells Fargo Financial Leasing 002	Acct# 001-0113861-002 Copy Machine Lease	203.00
Check	2/8/2013	97919	FlagsUSA	Inv# 54265 Replacement Township Flags	475.00
Check	2/8/2013	97932	Staples	Inv# 3190595876 Label Maker	29.99
Total 1014410 - Equipment Purchases					707.99
1014430 - Computer Equipment & Software					
Check	1/17/2013	CC D...	JP Morgan Chase	Server Backup Monthly Subscription	150.00
Check	1/22/2013	97554	All Information Services	Inv# 22795 Astor Phone Line Installation	562.50
Check	1/22/2013	97569	Dell Marketing L.P.	Inv# xj2jxftx5 Computer	496.99
Check	1/29/2013	97731	All Information Services	Inv# 22781 Astor Phone / Support Labor	421.25
Check	1/29/2013	97740	Current Technologies Corporation	Inv# 3403 Backup Server	1,947.42
Check	1/29/2013	97740	Current Technologies Corporation	Inv# 3412 Email Server Certificate	229.00
Check	1/29/2013	97740	Current Technologies Corporation	Inv# 709516 Network Labor	1,235.00
Check	2/5/2013	97796	Weblinx, Inc.	Inv# 17244 Mobile Website Design	1,306.50
Check	2/8/2013	97912	Current Technologies Corporation	Inv#709581 Network Labor	1,710.00
Total 1014430 - Computer Equipment & Software					8,058.66
Total 101CAP - Capital Expenditures					8,766.65
101CHN - Community Health					
1014451 - Postage					
Check	1/22/2013	97583	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage	154.12
Total 1014451 - Postage					154.12

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Type	Date	Num	Name	Memo	Amount
1014453 - Printing					
Check	1/22/2013	97551	A1 Trophies & Awards, Inc	Inv# 13284 Name Plates/Badge	17.95
Check	1/29/2013	97730	The Alphabet Shop, Inc	Inv# 39782 Engraved Name Strips	72.00
Check	2/8/2013	97932	Staples	Inv# 3191050737 Tape/Ink	105.56
Total 1014453 - Printing					195.51
1014456 - Community Affairs					
Check	1/22/2013	97581	PSS World Medical, Inc.	Inv# 84748220 Are You at Risk Brochure	21.50
Total 1014456 - Community Affairs					21.50
1014459 - Professional Services					
Check	1/22/2013	97556	Alexian Brothers Health System	Patient# G.9319 Lab Work	55.80
Total 1014459 - Professional Services					55.80
1014465 - Medical Supplies					
Check	1/22/2013	97581	PSS World Medical, Inc.	Inv# 84651353 Screening Supplies	162.06
Check	1/22/2013	97581	PSS World Medical, Inc.	Inv# 78414222 Screening Supplies	19.13
Total 1014465 - Medical Supplies					181.19
1014466 - Communications					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges December	59.20
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges November	59.31
Total 1014466 - Communications					118.51
1014467 - Crisis Care					
Check	1/17/2013	CC D...	JP Morgan Chase	Crisis Care	500.00
Total 1014467 - Crisis Care					500.00
Total 101CHN - Community Health					1,226.63
101COM - Community Center Ops					
1014361 - Utilities					
Check	1/22/2013	97562	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	314.48
Total 1014361 - Utilities					314.48
Total 101COM - Community Center Ops					314.48
101CVA - Community & Veteran Affairs					
101CMA - Community Relations					
1014611 - Education & Training					
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging	230.95
Check	1/17/2013	CC D...	JP Morgan Chase	Elgin Mayor Breakfast	25.00
Check	1/17/2013	CC D...	JP Morgan Chase	Holiday Chamber Luncheon	20.00
Check	1/17/2013	CC D...	JP Morgan Chase	Community Meeting Supplies	22.64
Total 1014611 - Education & Training					298.59
1014614 - Printing					
Check	1/17/2013	CC D...	JP Morgan Chase	Township Mailer Postage	12.60
Total 1014614 - Printing					12.60
1014617 - Equipment & Furniture					

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Type	Date	Num	Name	Memo	Amount
Check	1/22/2013	97599	Wells Fargo Financial Leasing	Acct# 001-0090075-002 Copier Machine Rental	125.00
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 102067 Machine Rental	14.97
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 270889 Coffee Supplies	98.03
Total 1014617 · Equipment & Furniture					238.00
1014621 - Satellite Office Utilities					
Check	1/29/2013	97745	Com Ed 041	Acct# 7923218041 Elgin CRO Monthly Charges (Split Cost)	59.50
Check	1/29/2013	97749	NICOR (79)	Acct# 79-29-75-3728 8 Monthly Charges	83.39
Total 1014621 · Satellite Office Utilities					142.89
1014623 - Satellite Office Phone & Intrnt					
Check	1/29/2013	97741	Call One	Acct# 1010-8140-0000 Monthly Charges	138.64
Check	2/5/2013	97785	Comcast (CRO)	Acct# 8771 20 032 0660935 Monthly Internet Charges	43.45
Total 1014623 · Satellite Office Phone & Intrnt					182.09
1014625 - Communications					
Check	2/5/2013	97765	Easy Permit Postage	Acct# 8000-9090-0585-2392 Hanover Happenings Postage	8,909.78
Total 1014625 · Communications					8,909.78
Total 101CMA · Community Relations					9,783.95
101VET - Veteran Affairs					
1014704 - Supplies					
Check	1/29/2013	97748	Kwik Print	Inv# 48832 Business Cards	26.80
Total 1014704 · Supplies					26.80
Total 101VET · Veteran Affairs					26.80
Total 101CVA · Community & Veteran Affairs					9,810.75
101ES - ES - Expenditures					
1014802 - Equipment					
Check	1/29/2013	97743	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	94.90
Check	2/5/2013	97782	Better Sign Service, Inc	Inv# 25221 American Flag Decals (12)	220.00
Check	2/8/2013	97916	Maurice Deenihan	Certification Course Supplies	50.21
Check	2/8/2013	97928	PSS World Medical, Inc.	Inv# 85159247 Electrodes for Defibrillator	39.14
Check	2/8/2013	97928	PSS World Medical, Inc.	Inv# 85169996 Electrodes for Defibrillator	150.20
Total 1014802 · Equipment					554.45
1014803 - Uniforms					
Check	1/22/2013	97579	Ray O'herron Co., Inc.	Inv# 66150 Nameplate	9.95
Check	1/29/2013	97736	Bartlett Sports	Inv# 2961 EMA Tee-Shirts with Logo (20)	320.00
Check	2/5/2013	97776	Kale Uniforms	Inv# 0817201 Award Ribbons	11.25
Check	2/8/2013	97926	Ray O'herron Co., Inc.	Inv# 67438 Full Uniform	418.45
Total 1014803 · Uniforms					759.65
1014807 - Miscellaneous					
Check	2/8/2013	97923	Illinois Search and Rescue Council	Inv# 203 Annual Dues	50.00
Total 1014807 · Miscellaneous					50.00
1014808 - Education / Training					

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Accrual Basis

Hanover Township
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Type	Date	Num	Name	Memo	Amount
Check	1/17/2013	CC D...	JP Morgan Chase	Illinois Assoc Chiefs of Police Member Dues	150.00
Check	1/17/2013	CC D...	JP Morgan Chase	IEMA Training Supplies	42.77
Check	1/17/2013	CC D...	JP Morgan Chase	IEMA Training Host Supplies	82.07
Check	1/22/2013	97580	NIEMC	Membership - D. Palmer	35.00
Check	1/29/2013	97754	REM Management Services, Inc	Emergency Services Training - Report Writing	750.00
Check	2/5/2013	97777	Acute Care Education Systems, Inc	Certification Course Completion Cards (8)	24.00
Total 1014808 · Education / Training					1,083.84
1014809 · Pre-Volunteer Screening					
Check	1/22/2013	97596	Verify (XHANEM)	Inv# 745475 Background Check	32.00
Total 1014809 · Pre-Volunteer Screening					32.00
1014810 · Travel					
Check	1/17/2013	CC D...	JP Morgan Chase	Bartlett Lunch Meeting	32.86
Check	1/17/2013	CC D...	JP Morgan Chase	EMA Training/Fourth of July Meeting	34.53
Check	1/17/2013	CC D...	JP Morgan Chase	Metra Transportation Downtown Meeting	11.50
Total 1014810 · Travel					78.89
1014812 · Volunteer Appreciation					
Check	2/5/2013	97780	Bartlett Volunteer Fire Dept., Inc.	Emergency Services Appreciation Dinner	585.00
Total 1014812 · Volunteer Appreciation					585.00
1014813 · Vehicle Fuel & Maintenance					
Check	1/22/2013	97594	Village of Hanover Park (Fuel)	Inv# 35604 December 2012 Fuel	258.65
Check	2/8/2013	97914	Commercial Tire Services, Inc.	Inv# 2220011360 Tires/Mount/Balance	335.18
Total 1014813 · Vehicle Fuel & Maintenance					593.83
1014814 · Communications					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges December	35.17
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges November	35.25
Check	1/29/2013	97739	Chicago Communications	Inv# 243642 Pager Chargers (2)	67.72
Check	2/8/2013	97893	Palmer, Daniel D	Cell Phone Reimbursement	100.00
Total 1014814 · Communications					238.14
Total 101ES · ES - Expenditures					3,975.80
101ISE · Insurance & Employee Benefits					
1014503 · General Insurance					
Check	2/8/2013	97913	CPI Qualified Plan Consultants, Inc.	Inv# 138804-156303 457 Plan Fees	712.50
Total 1014503 · General Insurance					712.50
1014504 · Dental, Vision & Life Insurance					
Check	1/29/2013	97746	Euclid Managers	Cust# 5641581A Dental/Life Ins Premium Deposit	9.67
Check	1/29/2013	97746	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium Balance Due	3,431.88
Check	2/5/2013	97766	Vision Service Plan	Acct#30 033722 0001 January Vision Insurance Monthly Premium	511.51
Total 1014504 · Dental, Vision & Life Insurance					3,953.06
1014505 · Health Insurance					
Check	1/29/2013	97761	United Healthcare	Cust# 530960 Policy Coverage	35,837.72
Total 1014505 · Health Insurance					35,837.72

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Type	Date	Num	Name	Memo	Amount
1014507 - Flex Plan					
Check	1/22/2013	97593	TASC	Inv# 3200181705 Admin Fees	77.40
Check	1/29/2013	97756	TASC	Inv# 3200171178 Admin Fees	75.80
Total 1014507 - Flex Plan					153.20
Total 101ISE - Insurance & Employee Benefits					40,656.48
101MAIN - Facilities Maintenance					
1014205 - Janitorial Supplies - Town					
Check	1/29/2013	97737	Bade Paper Products, Inc	Inv# 187712 Roll Towels/Can Liner/Disinfectant/Cleaner	504.81
Check	2/8/2013	97911	Bade Paper Products, Inc	Inv# 187712 Can Liners	37.00
Check	2/8/2013	97911	Bade Paper Products, Inc	Inv# 187895 Toilet Tissue/Towels	123.50
Total 1014205 - Janitorial Supplies - Town					665.31
1014208 - Housekeeping Contract					
Check	1/29/2013	97752	Perfect Cleaning Service, Inc.	Inv# 35674 Janitorial Service January 2013	2,880.00
Total 1014208 - Housekeeping Contract					2,880.00
1014209 - Building Contracts					
Check	1/17/2013	CC D...	JP Morgan Chase	Pest Control Senior Center	65.00
Check	1/17/2013	CC D...	JP Morgan Chase	Pest Control Town Hall	60.00
Check	2/8/2013	97918	Fox Valley Fire & Safety	Inv# 740279 Annual Security Monitoring Senior Center	300.00
Total 1014209 - Building Contracts					425.00
1014210 - Building Maintenance - Town					
Check	1/29/2013	97760	The Home Depot F&M	Light Bulbs	21.89
Total 1014210 - Building Maintenance - Town					21.89
1014211 - Building Maintenance - Senior					
Check	1/22/2013	97571	Grainger	Inv# 9038651882 Lighting	104.94
Check	1/29/2013	97760	The Home Depot F&M	Batteries/Dimmer Switches	49.13
Total 1014211 - Building Maintenance - Senior					154.07
1014212 - Building Maintenance - Astor					
Check	1/29/2013	97759	The Home Depot	Ballast/Toggle Bolt	22.65
Total 1014212 - Building Maintenance - Astor					22.65
1014213 - Equipment Maintenance - Town					
Check	1/22/2013	97567	Climatetemp Service Group, LLC	Inv# 129977 HVAC Mechanical Service	2,049.00
Check	1/25/2013	97706	Easy Permit Postage	Acct# 8000-9090-0585-2392 Postage Refill	1,061.89
Check	2/8/2013	97922	Interact Business Products, LLC	Inv# 79859 Copy Charges	52.89
Total 1014213 - Equipment Maintenance - Town					3,163.78
1014214 - Equipment Maintenance - Senior					
Check	1/22/2013	97567	Climatetemp Service Group, LLC	Inv# 129998 Equipment Inspection - Isaac Walton Property	304.51
Check	2/8/2013	97909	A & P Grease Trappers, Inc	Pump Indoor Grease Trap	265.00
Check	2/8/2013	97918	Fox Valley Fire & Safety	Inv# 739531 Air Compressor Repair	356.00
Total 1014214 - Equipment Maintenance - Senior					925.51
1014216 - Equipment Rental					
Check	1/22/2013	97592	Taylor Rental	Contract# 02-237067-02 Boom Lift	198.00

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Accrual Basis

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Type	Date	Num	Name	Memo	Amount
Total 1014216 · Equipment Rental					198.00
1014218 · Vehicle Maintenance - Town					
Check	1/22/2013	97577	Keller Heartt Co., Inc.	Inv# 169498 Oil	60.00
Check	2/8/2013	97910	Biggers Chevrolet-Isuzu	Inv# 69051 Handle	32.38
Check	2/8/2013	97910	Biggers Chevrolet-Isuzu	INv# 69302 Link	43.96
Total 1014218 · Vehicle Maintenance - Town					136.34
1014219 · Vehicle Fuel - Town					
Check	1/22/2013	97594	Village of Hanover Park (Fuel)	Inv# 35604 December 2012 Fuel	491.94
Total 1014219 · Vehicle Fuel - Town					491.94
1014221 · Cell Phone/Communications					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges December	170.59
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges November	177.95
Total 1014221 · Cell Phone/Communications					348.54
1014222 · Trash Removal - Town					
Check	2/8/2013	97908	Allied Waste Services	Acct# 3-0551-6013270 Monthly Charges	151.92
Total 1014222 · Trash Removal - Town					151.92
1014223 · Trash Removal - Senior					
Check	2/8/2013	97908	Allied Waste Services	Acct# 3-0551-6000579 Monthly Charges	144.92
Total 1014223 · Trash Removal - Senior					144.92
1014224 · Trash Removal - Astor					
Check	2/8/2013	97908	Allied Waste Services	Acct# 3-0551-6013274 Monthly Charges	130.10
Total 1014224 · Trash Removal - Astor					130.10
1014225 · Grounds Maintenance					
Check	1/29/2013	97759	The Home Depot	Outdoor Timer Switch	33.94
Total 1014225 · Grounds Maintenance					33.94
Total 101MAIN · Facilities Maintenance					9,893.91
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	1/29/2013	97733	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	112.01
Check	1/29/2013	97734	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	97.86
Check	1/29/2013	97735	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges	43.23
Check	1/29/2013	97741	Call One	Acct# 1010-8140-0000 Monthly Charges	2,048.78
Total 1014402 · Telephone - Town					2,301.88
1014403 · Utilities - Town					
Check	1/22/2013	97565	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	691.71
Check	1/29/2013	97751	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	725.74
Total 1014403 · Utilities - Town					1,417.45
1014405 · Internet Access - Town					
Check	1/29/2013	97742	Comcast (Town)	Acct# 8771 10 083 0128607 Monthly Charges	139.90

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Type	Date	Num	Name	Memo	Amount
Total 1014405 · Internet Access - Town					139.90
1014416 · Equipment Rental - Town					
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 102068 Ceffee Machine Rental	29.95
Check	1/29/2013	97753	Pitney Bowes Global Financial Services	Acct# 9574435 Postage Machine Rental	130.57
Total 1014416 · Equipment Rental - Town					160.52
Total 101THE · Town Hall Expense					4,019.75
101TOE · Town Office Expense					
1014401 · Postage					
Check	1/17/2013	CC D...	JP Morgan Chase	Postage	12.95
Check	1/17/2013	CC D...	JP Morgan Chase	Insurance Overnight Mailing	44.85
Total 1014401 · Postage					57.80
1014404 · Office Supplies					
Check	2/8/2013	97932	Staples	Credit for Inv 3190127327	-27.79
Check	2/8/2013	97932	Staples	Inv# 3190127327 Envelope Sealer/Pen Counterfeit Detector/Pens	64.76
Check	2/8/2013	97932	Staples	Inv# 3190595875 Planner	30.20
Check	2/8/2013	97932	Staples	Inv# 3190595879 Recycling Containers	20.97
Total 1014404 · Office Supplies					88.14
1014414 · Memberships, Subs & Publication					
Check	2/8/2013	97921	Government Finance Officers Association	Notice# 188231 Member Renewals (3)	640.00
Total 1014414 · Memberships, Subs & Publication					640.00
1014424 · Education & Training					
Check	1/17/2013	CC D...	JP Morgan Chase	Emergency Management Training	135.00
Check	1/17/2013	CC D...	JP Morgan Chase	Customer Relationship Webinar - T. Warfield	29.00
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging Officials/Admin	1,482.89
Check	1/17/2013	CC D...	JP Morgan Chase	Lunch n Learn Supplies	211.50
Check	1/29/2013	97727	General Assistance Training Institute	GATI Training Seminar	125.00
Check	1/29/2013	97758	Tamara K Fay Training LLC	Inv# 213 Manager Feedback Training	1,600.00
Check	2/8/2013	97927	Q Center	Inv# 4088 Executive Staff Offsite Retreat	760.00
Total 1014424 · Education & Training					4,343.39
1014429 · Miscellaneous					
Check	1/17/2013	CC D...	JP Morgan Chase	Employee Appreciation Supplies	109.76
Check	1/17/2013	CC D...	JP Morgan Chase	Township Email Marketing	37.11
Check	1/17/2013	CC D...	JP Morgan Chase	Strategic Planning Refreshments	184.18
Check	1/17/2013	CC D...	JP Morgan Chase	Sympathy Flowers	61.21
Total 1014429 · Miscellaneous					392.26
1014530 · Financial Administration					
Check	1/22/2013	97572	Governmental Accounting, Inc	Inv# 5458 Monthly Contract Billing	4,930.00
Total 1014530 · Financial Administration					4,930.00
1014531 · Community Affairs					
Check	1/17/2013	CC D...	JP Morgan Chase	VFW Meeting Supplies	126.94
Check	1/17/2013	CC D...	JP Morgan Chase	Elgin Mayor Breakfast	50.00
Check	1/17/2013	CC D...	JP Morgan Chase	Hanover Park Event Breakfast	75.70

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Type	Date	Num	Name	Memo	Amount
Check	1/22/2013	97551	A1 Trophies & Awards, Inc	Inv# 13344 Veterans Plates	8.00
Check	2/8/2013	97933	Township Officials of Cook Co-Trustee ...	Winter Meeting Attendees - 1 Trustee/2 Guests	40.00
Total 1014531 · Community Affairs					300.64
1014560 · Emergency Contingency Fund					
Check	1/29/2013	97755	Stahl Cowen Crowley Addis LLC	Client# 3513-002M Legal Fees	300.00
Total 1014560 · Emergency Contingency Fund					300.00
Total 101TOE · Town Office Expense					11,052.23
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	2/8/2013	97932	Staples	Inv# 3190595877 Chairmat/Toner	274.97
Check	2/8/2013	97932	Staples	Inv# 3191050736 Toner Cartridges	325.38
Total 1044405 · Office Supplies					600.35
1044411 · Equipment Purchases					
Check	2/8/2013	97932	Staples	Inv# 3191050736 Copier/Printer	599.99
Total 1044411 · Equipment Purchases					599.99
1044413 · Travel Expense					
Check	1/22/2013	97548	Mikulski, Catherine M	Seminar Staff Meal	50.33
Check	1/29/2013	97726	Smogolski, Thomas S	Mileage Reimbursement	174.74
Total 1044413 · Travel Expense					225.07
1044415 · Dues, Subs & Publications					
Check	1/22/2013	97589	The Sidwell Company	Inv# 91127 Atlas Service	912.00
Total 1044415 · Dues, Subs & Publications					912.00
1044419 · Training					
Check	2/5/2013	97786	Illinois Property Assessment Institute	Employment Practices Seminar	340.00
Check	2/8/2013	97924	Illinois Property Assessment Institute	Property Valuing Seminar	340.00
Total 1044419 · Training					680.00
Total 104ASR · Assessor's Division					3,017.41
107CLK · Clerk's Department					
1074202 · Office Supplies					
Check	2/8/2013	97932	Staples	Inv# 3190595880 Steno Pad/Sheet Protector	17.83
Check	2/8/2013	97932	Staples	Credit for Inv# 3190595880	-8.38
Total 1074202 · Office Supplies					9.45
1074203 · Printing					
Check	1/29/2013	97729	Allen Awards	Inv# 12951 Name Badges (2)	10.00
Check	1/29/2013	97748	Kwik Print	Inv# 48902 Business Cards	38.00
Total 1074203 · Printing					48.00
1074204 · Travel Expense & Seminars					
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging	322.56
Total 1074204 · Travel Expense & Seminars					322.56

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Type	Date	Num	Name	Memo	Amount
1074206 - Legal Notices					
Check	2/5/2013	97792	Paddock Publications, Inc	Inv# 4328106 Bid Notice	112.70
Total 1074206 - Legal Notices					112.70
1074217 - Passport Expenditures					
Check	2/8/2013	97932	Staples	Inv# 3190595880 Ink Cartridges (2)	35.98
Total 1074217 - Passport Expenditures					35.98
Total 107CLK - Clerk's Department					528.69
109YFS - Youth & Family Services					
109ADM - Administration & Clinical					
1094611 - Education & Training					
Check	1/17/2013	CC D...	JP Morgan Chase	Evidence Based Approach Seminar T. Evans	50.00
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging (2)	240.37
Check	1/17/2013	CC D...	JP Morgan Chase	National Social Work Exam Training - L. Bailey	156.00
Check	1/17/2013	CC D...	JP Morgan Chase	New Millenium Teen Workshop - D. Aister	30.00
Check	1/17/2013	CC D...	JP Morgan Chase	Evidence Based Approach Workshop - D. Aister	50.00
Check	1/17/2013	CC D...	JP Morgan Chase	Training, Reward, and Membership Workshop (3)	597.00
Check	1/17/2013	CC D...	JP Morgan Chase	Mental Health Counselors Conference - K.Low	120.00
Check	1/17/2013	CC D...	JP Morgan Chase	Healing the Angry Brain Workshop - T. Evans	50.00
Total 1094611 - Education & Training					1,293.37
1094614 - Printing					
Check	2/5/2013	97793	Quill Corporation	Inv# 8625781 Ink	101.87
Total 1094614 - Printing					101.87
1094618 - Psychiatric Backup					
Check	1/22/2013	97552	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	770.00
Total 1094618 - Psychiatric Backup					770.00
1094619 - Office Supplies					
Check	1/22/2013	97585	Quill Corporation	Inv# 8369157 Ink / Flash Drives	142.73
Check	2/5/2013	97775	Concepcion, Sara	Conference Room Calendar	10.81
Check	2/5/2013	97793	Quill Corporation	Inv# 8624188 Cups/Tea/Kleenex	88.66
Total 1094619 - Office Supplies					242.20
1094620 - Community Affairs					
Check	1/17/2013	CC D...	JP Morgan Chase	New Leaders in Education Supplies	53.02
Total 1094620 - Community Affairs					53.02
1094621 - Recruitment and Pre Employment					
Check	2/5/2013	97779	Alexian Bros Corporate Health Services	Inv# 468912 Pre Employment Physical	48.00
Total 1094621 - Recruitment and Pre Employment					48.00
1094622 - Miscellaneous					
Check	2/5/2013	97794	Sam's Club (Town 0487 6)	Account Charges	0.34
Total 1094622 - Miscellaneous					0.34
1094623 - Travel					
Check	2/5/2013	97774	Sarah Spunt	Mileage Reimbursement	24.30

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Accrual Basis

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Type	Date	Num	Name	Memo	Amount
Check	2/5/2013	97775	Concepcion, Sara	Mileage Reimbursement	31.64
Check	2/8/2013	97905	Bailey, Lisa E	Mileage Reimbursement	45.20
Check	2/8/2013	97906	Aister, Deanna J	Mileage Reimbursement	35.60
Total 1094623 · Travel					136.74
1094624 · Intern Stipends					
Check	2/8/2013	97907	Laura Zambello	Intern Stipend - January	400.00
Total 1094624 · Intern Stipends					400.00
1094629 · Dues & Subscriptions					
Check	1/22/2013	97553	AITCOY	Annual Member Dues - J. Parquette	75.00
Check	1/22/2013	97584	Psychotherapy Networker	Professional Subscription	46.00
Check	1/22/2013	97590	Sports Illustrated	Magazine Subscription	39.75
Total 1094629 · Dues & Subscriptions					160.75
Total 109ADM · Administration & Clinical					3,206.29
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					
Check	2/5/2013	97781	Bartlett Sports	Inv# 3016 Open Gym Tee-Shirts	55.00
Check	2/5/2013	97794	Sam's Club (Town 0487 6)	Paper Plates	13.48
Total 1094627 · Open Gym Program.					68.48
1094643 · Education & Training					
Check	1/17/2013	CC D...	JP Morgan Chase	Training, Reward, and Membership Workshop (1)	199.00
Total 1094643 · Education & Training					199.00
1094645 · Printing					
Check	1/29/2013	97748	Kwik Print	Inv# 48831 Note Card/Note Card Envelopes	204.50
Check	2/5/2013	97793	Quill Corporation	Inv# 8625781 Ink	150.00
Total 1094645 · Printing					354.50
1094650 · Program Supplies					
Check	1/17/2013	CC D...	JP Morgan Chase	Open Gym Games/Puzzles/Books/Toy Shelf	462.04
Check	1/17/2013	CC D...	JP Morgan Chase	Pencil Sharpener / Correction Tape	22.48
Total 1094650 · Program Supplies					484.52
1094651 · Cellphones					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges (3) December	139.99
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges (3) November	139.68
Total 1094651 · Cellphones					279.67
Total 109OUT · Outreach & Prevention					1,386.17
Total 109YFS · Youth & Family Services					4,592.46
Total 1014 · Town Fund - Expenditures					97,855.24
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104517 · Salaries					

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Type	Date	Num	Name	Memo	Amount
Check	1/22/2013	97576	Job Giraffe	Inv# 00195567 Part Time Office Temp Help	442.68
Check	1/22/2013	97576	Job Giraffe	Inv# 00195257 Part Time Office Temp Help	352.24
Check	2/5/2013	97787	Job Giraffe	Inv# 00195971 Part Time Office Temp Help	171.36
Check	2/5/2013	97787	Job Giraffe	Inv# 00195811 Part Time Office Temp Help	257.04
Total 1104517 - Salaries					1,223.32
1104523 - Recruitment					
Check	1/17/2013	CC D...	JP Morgan Chase	Afternoon Receptionist Job Ad	25.00
Check	1/17/2013	CC D...	JP Morgan Chase	Lawry's Lunch Outing	751.53
Check	1/22/2013	97597	Verify (XHTSSE)	Inv# 0745487 Background Check	22.00
Total 1104523 - Recruitment					798.53
1104524 - Utilities					
Check	1/22/2013	97561	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges November	2,076.62
Check	2/5/2013	97790	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges	945.56
Total 1104524 - Utilities					3,022.18
1104525 - Telephone & High Speed Internet					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges December	558.04
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges November	561.39
Total 1104525 - Telephone & High Speed Internet					1,119.43
1104527 - Equipment Purch/Rental/Repair					
Check	1/22/2013	97569	Dell Marketing L.P.	Inv# xj2jxftx5 Computer	248.50
Check	1/22/2013	97582	Pitney Bowes	Acct# 6871669 Postage Machine Rental	132.82
Check	1/22/2013	97598	Wells Fargo Financial Leasing 001	Acct# 001-0090075-001 Copier Machine Rental	125.00
Check	1/29/2013	97747	Interact Business Products, LLC	Inv# 79718 Machine Service	150.00
Check	1/29/2013	97747	Interact Business Products, LLC	Inv# 79787 Copy Charges	99.11
Check	1/29/2013	97759	The Home Depot	Levolor/Water Heater	2,544.00
Check	1/29/2013	97759	The Home Depot	Tax Exempt	-34.09
Total 1104527 - Equipment Purch/Rental/Repair					3,265.34
1104528 - Office Supplies					
Check	1/17/2013	CC D...	JP Morgan Chase	Film Supply RTA Passes	59.55
Check	1/22/2013	97551	A1 Trophies & Awards, Inc	Inv# 13284 Name Badge	7.95
Check	2/8/2013	97930	Pitney Bowes, Inc	Acct# 2020-9276-86-2 Sealer	79.98
Check	2/8/2013	97932	Staples	Inv# 3191050733 Rubber Bands/Inks/Folders/Copy Paper	392.80
Total 1104528 - Office Supplies					540.28
1104529 - Postage					
Check	1/22/2013	97570	Fed Ex	Inv#2-125-72637 Shipping Charges	21.38
Check	1/22/2013	97583	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage	845.88
Total 1104529 - Postage					867.26
1104533 - Printing					
Check	1/29/2013	97748	Kwik Print	Inv# 48863 Envelopes (2,500) /Business Cards (1,000)	293.50
Total 1104533 - Printing					293.50
1104534 - Dues & Subscriptions					
Check	2/5/2013	97778	Association of Illinois Senior Centers	2013 Annual Dues	50.00

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Type	Date	Num	Name	Memo	Amount
Total 1104534 · Dues & Subscriptions					50.00
1104535 - Travel					
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging	215.04
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging (2)	430.08
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Fuel	30.33
Total 1104535 · Travel					675.45
1104536 - Education & Training					
Check	2/8/2013	97895	SSA/University of Chicago	Ethics in Caregiving Training	75.00
Total 1104536 · Education & Training					75.00
1104542 - Senior Satellite Service					
Check	1/22/2013	97599	Wells Fargo Financial Leasing	Acct# 001-0090075-002 Copier Machine Rental	125.00
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 102067 Machine Rental	14.98
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 270889 Coffee Supplies	98.02
Check	1/29/2013	97745	Com Ed 041	Acct# 7923218041 Elgin CRO Monthly Charges (Split Cost)	59.51
Check	1/29/2013	97749	NICOR (79)	Acct# 79-29-75-3728 8 Monthly Charges	83.39
Check	2/5/2013	97785	Comcast (CRO)	Acct# 8771 20 032 0660935 Monthly Internet Charges	43.45
Total 1104542 · Senior Satellite Service					424.35
Total 1104ADM · Administration					12,354.64
1104SOC - Social Services					
1104514 - Weekend Programming					
Check	2/5/2013	97788	Nellie Lannin	Cooking Class Supplies	122.36
Total 1104514 · Weekend Programming					122.36
1104515 - Programming					
Check	1/17/2013	CC D...	JP Morgan Chase	Senior Outing (46)	1,761.50
Check	1/17/2013	CC D...	JP Morgan Chase	Book of Mormon Tickets (42)	1,517.00
Check	1/17/2013	CC D...	JP Morgan Chase	Program Movie	7.03
Check	1/17/2013	CC D...	JP Morgan Chase	Program Music	2.28
Check	1/17/2013	CC D...	JP Morgan Chase	Netflix Movie Subscription	11.99
Check	1/17/2013	CC D...	JP Morgan Chase	Exercise Equipment- Resistance Bands	28.38
Check	1/17/2013	CC D...	JP Morgan Chase	Bingo Refreshments	16.94
Check	1/17/2013	CC D...	JP Morgan Chase	Bingo Refreshments.	18.41
Check	1/17/2013	CC D...	JP Morgan Chase	Art Institute Outing (31)	372.00
Check	1/17/2013	CC D...	JP Morgan Chase	Lunch Deposit	300.00
Check	1/17/2013	CC D...	JP Morgan Chase	Silverscreen Program Refreshments	40.00
Check	1/17/2013	CC D...	JP Morgan Chase	Senior Committee Annual Luncheon	389.00
Check	1/22/2013	97550	Bob Kalal	Music Workshop Performance	275.00
Check	1/22/2013	97578	Motion Picture Licensing Corporation	Inv# 503811002 Annual Video Licensing Fee	290.80
Check	1/22/2013	97586	Starlight Tours	Casino Trip (48) 3.6.13	1,536.00
Check	1/29/2013	97728	Deb Kelly	Yoga Class Instruction February 2013	385.00
Check	1/29/2013	97757	Tango Argentina Club	Tango Class Instructor (3 Classes)	150.00
Check	2/5/2013	97768	William Pack	Senior Entertainment - Magic Show	300.00
Check	2/8/2013	97892	Euclid Beverage	Relay for Life Chili Cook Off Beverages	135.00
Check	2/8/2013	97894	Remodel for Independence	Senior Program Entertainment	100.00
Total 1104515 · Programming					7,636.33

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Type	Date	Num	Name	Memo	Amount
1104516 - Social Services					
Check	1/17/2013	CC D...	JP Morgan Chase	Governors Conference Registration (4)- SHIP Reimbursement Grant	800.00
Check	1/17/2013	CC D...	JP Morgan Chase	ASA Conference Registration - M. Conway	635.00
Check	1/17/2013	CC D...	JP Morgan Chase	ASA Conference Registration - A. Seul	600.00
Total 1104516 - Social Services					2,035.00
1104520 - Volunteer Services					
Check	1/17/2013	CC D...	JP Morgan Chase	Volunteer Appreciation Luncheon	1,500.00
Check	2/8/2013	97896	Clark Krumpos	Home Delivered Meals Mileage Reimbursement	50.97
Check	2/8/2013	97897	Bill Riccio	Home Delivered Meals Mileage Reimbursement	61.86
Check	2/8/2013	97898	Lynne Schiller	Home Delivered Meals Mileage Reimbursement	33.90
Check	2/8/2013	97899	Gerardo Amargos	Home Delivered Meals Mileage Reimbursement	42.38
Check	2/8/2013	97900	Beth Cooper	Home Delivered Meals Mileage Reimbursement	27.12
Check	2/8/2013	97901	Diane Hubberts	Home Delivered Meals Mileage Reimbursement	9.45
Check	2/8/2013	97902	Jerome Krzywdzinski	Home Delivered Meals Mileage Reimbursement	75.51
Check	2/8/2013	97903	Charles Coleman	Home Delivered Meals Mileage Reimbursement	44.80
Check	2/8/2013	97904	Richard Bayer	Home Delivered Meals Mileage Reimbursement	51.06
Total 1104520 - Volunteer Services					1,897.05
1104526 - Club 59					
Check	2/8/2013	97917	Easy Permit Postage	Acct# 8000-9090-0585-2392 Club 59 Postage	1,252.05
Check	2/8/2013	97929	Plum Grove Printers	Inv# 268458 Club 59 Newsletter (10,800)	1,340.99
Total 1104526 - Club 59					2,593.04
1104530 - Nutrition					
Check	1/17/2013	CC D...	JP Morgan Chase	Supper Club	285.38
Total 1104530 - Nutrition					285.38
1104532 - Visual Arts					
Check	1/17/2013	CC D...	JP Morgan Chase	Art Supplies - Holiday Decor	127.48
Check	1/17/2013	CC D...	JP Morgan Chase	Art Supplies - Butcher Paper	21.84
Check	1/22/2013	97557	Blick Art Materials	Inv# 1381829 Art Materials	86.73
Check	1/22/2013	97557	Blick Art Materials	Inv# 1381829 Tax Exempt	-6.80
Check	1/22/2013	97557	Blick Art Materials	Inv# 1395380 Art Materials	93.21
Check	1/22/2013	97566	Chicago Kiln Service	Inv# 4287 Clay Workshops / Clay	327.00
Check	1/22/2013	97573	Hobby Lobby	Program Supplies	65.15
Check	2/5/2013	97769	Susan Kazenas	Craft Supplies	47.88
Check	2/5/2013	97773	Cynthia Clappitt	Waltzing Australia Presentation	125.00
Check	2/5/2013	97783	Blick Art Materials	Inv# 1427343 Art Materials	68.56
Check	2/5/2013	97783	Blick Art Materials	Inv# 1427343 Tax Exempt	-5.36
Check	2/5/2013	97789	Midwest Ceramic Art Supply	Ceramic Supplies	206.93
Check	2/8/2013	97915	Chicago Kiln Service	Inv# 4305 Clay Workshops / Clay	87.60
Total 1104532 - Visual Arts					1,245.22
Total 1104SOC - Social Services					15,814.38
1104TRN - Transportation					
1104518 - Vehicle Maintenance					
Check	1/22/2013	97575	Interstate Battery System	Inv# 30048225 Vehicle Battery	102.95
Check	1/22/2013	97588	Safety Lane Inspections	Inv# 9712 Safety Inspection	33.48
Check	1/29/2013	97744	Carquest Auto Parts Stores	Tie Rod/Decal Remover	368.11

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Type	Date	Num	Name	Memo	Amount
Check	2/8/2013	97910	Biggers Chevrolet-Isuzu	Inv# 69303 Handle	40.35
Check	2/8/2013	97914	Commercial Tire Services, Inc.	Inv# 2220011348 Tires/Mount/Balance	1,040.80
Total 1104518 · Vehicle Maintenance					1,585.69
1104550 · Telephone					
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges (8) December	275.01
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges (8) November	275.01
Total 1104550 · Telephone					550.02
1104551 · Training					
Check	1/17/2013	CC D...	JP Morgan Chase	Bus Driver Training	99.95
Check	1/17/2013	CC D...	JP Morgan Chase	Training Lunch	145.69
Check	1/22/2013	97555	Alexian Bros Corporate Health Services	Inv# 467098 Pre Employment Physical	61.00
Total 1104551 · Training					306.64
1104552 · Fuel					
Check	1/22/2013	97594	Village of Hanover Park (Fuel)	Inv# 35604 December 2012 Fuel	3,910.42
Total 1104552 · Fuel					3,910.42
Total 1104TRN · Transportation					6,352.77
Total 1104 · Senior Center - Expenditures					34,521.79
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	2/8/2013	97932	Staples	Inv# 3189694348 Copy Paper/Markers/Scissors/Correction Tape/Staples	188.14
Check	2/8/2013	97932	Staples	Inv# 3190127326 Business Cards/Ink	87.77
Check	2/8/2013	97932	Staples	Inv# 3190127328 Deskpad/Report Covers/Highlighters/Message Book	52.86
Total 2024202 · Office Supplies					328.77
2024204 · Equipment Purchase & Rental					
Check	1/17/2013	CC D...	JP Morgan Chase	Clock	16.38
Check	1/17/2013	CC D...	JP Morgan Chase	Coffee Supplies	119.14
Check	1/22/2013	97551	A1 Trophies & Awards, Inc	Inv# 13281 Name Badge	7.95
Check	1/22/2013	97574	Henricksen	Inv# 510017 Office Furniture	1,521.94
Check	1/22/2013	97574	Henricksen	Tax Exempt	-91.49
Check	1/22/2013	97591	Sprint	Acct# 897162515 Monthly Charges December	141.21
Check	1/29/2013	97725	Sprint	Acct# 897162515 Monthly Charges November	40.31
Check	1/29/2013	97732	Ace Coffee Bar	Inv# 102066 Machine Rental	29.95
Check	1/29/2013	97764	Wells Fargo Financial Leasing 003	Acct# 001-0090075-003 Copy Machine Rental	179.00
Check	2/5/2013	97784	Comcast (WS)	Acct# 8771 10 085 0097898 Monthly Charges	100.96
Check	2/8/2013	97932	Staples	Inv# 3190127325 Desk Chairs (2)	330.00
Check	2/8/2013	97932	Staples	Inv# 3190595879 Recycling Containers	55.92
Total 2024204 · Equipment Purchase & Rental					2,451.27
2024205 · Travel & Training					
Check	2/5/2013	97770	General Assistance Training Institute	GATI Training Seminar (3)	375.00
Check	2/5/2013	97771	Lenahan, Jay E	Mileage Reimbursement	70.40
Check	2/5/2013	97772	Cumbo, Kristin A	Mileage Reimbursement	16.89

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Type	Date	Num	Name	Memo	Amount
Total 2024205 · Travel & Training					462.29
2024210 · Printing					
Check	1/17/2013	CC D...	JP Morgan Chase	Ink	346.42
Total 2024210 · Printing					346.42
2024213 · Community Affairs / Misc					
Check	1/17/2013	CC D...	JP Morgan Chase	Community Crisis Center Awards Dinner	180.00
Total 2024213 · Community Affairs / Misc					180.00
2024507 · Professional Services					
Check	1/22/2013	97595	Verify (XHANGA)	Inv# 745476 Background Checks	96.00
Total 2024507 · Professional Services					96.00
Total 2024ADM · Administration					3,864.75
2024HOM · Home Relief					
2024102 · Rent					
Check	1/29/2013	2051	Mike Sutton	February 2013 Rent	500.00
Check	1/29/2013	2051	Mike Sutton	January 2013 Rent	500.00
Check	1/29/2013	2054	Forest Ridge Homeowners Association	February 2013 Rent	199.00
Check	1/29/2013	2057	Brookside Condominium Association	February 2013 Rent	425.00
Check	1/29/2013	2058	Spring Lakes Estates	February 2013 Rent	45.00
Check	1/29/2013	2065	Bartlett Green V Condo Assoc.	February 2013 Rent	153.71
Check	1/29/2013	2066	CarolAnn Sansone	February 2013 Rent	450.00
Check	1/29/2013	2067	Sheng Guo	February 2013 Rent	440.08
Check	1/29/2013	2071	Michael Pisto	February 2013 Rent	335.00
Check	1/29/2013	2075	Ronald Kuhn	February 2013 Rent	500.00
Check	1/29/2013	2076	Grant and Linda Muscavitch	February 2013 Rent	650.00
Check	1/29/2013	2077	Theodore Urzendowski	February 2013 Rent	500.00
Check	1/29/2013	2078	Ralph Kanehl Sr.	February 2013 Rent	400.00
Check	1/29/2013	2079	Adam Zeliz	February 2013 Rent	500.00
Check	1/29/2013	2080	Todd Stennett	February 2013 Rent	650.00
Check	1/29/2013	2081	Eredis Schaeffer	February 2013 Rent	650.00
Check	1/29/2013	2082	Harinarayan Subbarao	February 2013 Rent	515.52
Check	1/29/2013	2083	Juan Diaz	February 2013 Rent	650.00
Check	1/29/2013	2084	929 Jefferson, LLC	February 2013 Rent	650.00
Check	1/29/2013	2085	Spring Lakes Estates	February 2013 Rent	400.00
Check	1/29/2013	2086	Guadalupe Sanchez	February 2013 Rent	500.00
Total 2024102 · Rent					9,613.31
2024103 · Utilities					
Check	1/29/2013	2052	Com Ed 042 (GA)	Utilities Assistance Acct# 2091015059	138.39
Check	1/29/2013	2053	Advanced Disposal - Batavia T0	Utilities Assistance Acct# T0192123	50.61
Check	1/29/2013	2055	Village of Streamwood	Utilities Assistance Acct# 14402640001	12.00
Check	1/29/2013	2055	Village of Streamwood	Utilities Assistance Acct# 14402640001	17.74
Check	1/29/2013	2056	Com Ed 042 (GA)	Utilities Assistance Acct# 8084794005	95.00
Check	1/29/2013	2058	Spring Lakes Estates	Utilities Assistance	11.47
Check	1/29/2013	2059	Com Ed 042 (GA)	Utilities Assistance Acct# 841453038	149.00
Check	1/29/2013	2060	NICOR (GA)	Utilities Assistance Acct#82528710005	29.00
Check	1/29/2013	2061	Com Ed 042 (GA)	Utilities Assistance Acct# 7832153006	139.00

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Type	Date	Num	Name	Memo	Amount
Check	1/29/2013	2063	NICOR (GA)	Utilities Assistance Acct#46307710007	80.00
Check	1/29/2013	2064	Com Ed 042 (GA)	Utilities Assistance Acct# 7490495001	54.00
Check	1/29/2013	2069	NICOR (GA)	Utilities Assistance Acct#28971077988	30.00
Check	1/29/2013	2070	Com Ed 042 (GA)	Utilities Assistance Acct# 7490543057	140.00
Check	1/29/2013	2072	Village of Bartlett	Utilities Assistance Acct#254-0073-00-01	337.01
Check	1/29/2013	2073	Advanced Disposal - Batavia T0	Utilities Assistance Acct# T0012121	133.77
Check	1/29/2013	2074	Com Ed 042 (GA)	Utilities Assistance Acct#7667641033	59.05
Total 2024103 · Utilities					1,476.04
2024105 - Clothing					
Check	1/29/2013	2088	Walmart	Personal Essentials Gift Cards (16 Clients)	2,187.10
Total 2024105 · Clothing					2,187.10
2024106 - Travel Expenses					
Check	1/29/2013	2062	Travelers Personal Insurance	Car Insurance #989 635 806 101 1	64.67
Check	1/29/2013	2087	BP Gas Station	Fuel Assistance Gas Cards (7)	650.00
Total 2024106 · Travel Expenses					714.67
2024107 - Medical					
Check	1/29/2013	2068	Access to Care	Enrollment Fee	20.00
Total 2024107 · Medical					20.00
2024119 - Emergency Assistance					
Check	1/29/2013	2089	Samuel T. Cwinten	EA 5 Day Notice	500.00
Check	1/29/2013	2090	Antonio Cuautle	EA 5 Day Notice	1,250.00
Check	1/29/2013	2091	Village of Streamwood	Utilities Assistance Acct# 285-0013-00-05	496.29
Check	2/1/2013	2092	David Shellhamer	Eviction Notice	1,240.00
Total 2024119 · Emergency Assistance					3,486.29
Total 2024HOM · Home Relief					17,497.41
Total 2024 · Welfare Services - Expenditures					21,362.16
3034 - Road & Bridge - Expenditures					
3034ADM - Administration					
3034702 - Insurance					
Check	1/29/2013	97761	United Healthcare	Cust# 530960 Policy Coverage	552.65
Total 3034702 · Insurance					552.65
3034704 - Telephone					
Check	2/8/2013	97931	Sprint (HWY)	Acct# 162978503 Monthly Charges	277.72
Total 3034704 · Telephone					277.72
3034708 - Training & Conferences					
Check	1/17/2013	CC D...	JP Morgan Chase	TOI Conference Lodging	230.73
Total 3034708 · Training & Conferences					230.73
3034709 - Uniforms & Safety Equipment					
Check	1/29/2013	97738	Raska, Edward J	Prescription Safety Glasses	202.30
Total 3034709 · Uniforms & Safety Equipment					202.30

Hanover Township
Board Audit Report
 January 16 through February 11, 2013

Type	Date	Num	Name	Memo	Amount
3034710 - Community Affairs					
Check	1/17/2013	CC D...	JP Morgan Chase	Elgin Mayor Breakfast	25.00
Check	1/17/2013	CC D...	JP Morgan Chase	Holiday Chamber Luncheon	20.00
Total 3034710 - Community Affairs					45.00
3034711 - Utilities					
Check	1/22/2013	97564	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	178.43
Check	1/29/2013	97750	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	336.31
Total 3034711 - Utilities					514.74
3034712 - Miscellaneous					
Check	1/22/2013	97559	Business Card - Bank of America	Staff Appreciation Supplies	242.85
Total 3034712 - Miscellaneous					242.85
Total 3034ADM - Administration					2,065.99
3034ROD - Road Maintenance					
3034602 - Operating Supplies & Materials					
Check	1/29/2013	97759	The Home Depot	Paint/Blacktop Patch/Misc Supplies	700.04
Check	2/8/2013	97920	Grainger	Inv# 9044259613 Steel Drums (4)	420.32
Total 3034602 - Operating Supplies & Materials					1,120.36
3034603 - Gasoline					
Check	1/22/2013	97594	Village of Hanover Park (Fuel)	Inv# 35604 December 2012 Fuel	467.21
Check	2/8/2013	97934	Village of Bartlett - Fuel	Inv# 2825 December 2012 Fuel	1,069.78
Total 3034603 - Gasoline					1,536.99
3034610 - Street Lighting					
Check	1/22/2013	97560	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	15.76
Check	1/22/2013	97563	Com Ed 152	Acct# 0045120152 Monthly Charges	266.15
Total 3034610 - Street Lighting					281.91
Total 3034ROD - Road Maintenance					2,939.26
303EQM - Equipment					
3034609 - Maintenance Vehicles & Equip					
Check	1/22/2013	97558	Bonnell Industries, Inc	Inv# 144034 Low Level Switch	56.85
Check	1/29/2013	97744	Carquest Auto Parts Stores	Gloves	29.13
Total 3034609 - Maintenance Vehicles & Equip					85.98
Total 303EQM - Equipment					85.98
Total 3034 - Road & Bridge - Expenditures					5,091.23
5054 - Mental Health - Expenditures					
5054ADM - Administration					
5054010 - Employee Insurance					
Check	1/29/2013	97761	United Healthcare	Cust# 530960 Policy Coverage	482.68
Total 5054010 - Employee Insurance					482.68
5054538 - Miscellaneous					

Hanover Township
Board Audit Report
 January 16 through February 11, 2013

Type	Date	Num	Name	Memo	Amount
Check	1/17/2013	CC D...	JP Morgan Chase	Get Well Flowers	50.40
Total 5054538 · Miscellaneous					50.40
Total 5054ADM · Administration					533.08
5054COM · Community Resource Center					
5054210 · Utilities					
Check	1/25/2013	97708	Nicor (MHB)	Acct# 84-67-77-1000 0 Monthly Charges	283.60
Check	1/25/2013	97710	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	225.31
Total 5054210 · Utilities					508.91
5054250 · Building Maintenance					
Check	1/25/2013	97712	Tyco Integrated Security LLC	Inv# 88143848 Quarterly Billing	273.00
Check	1/25/2013	97714	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	35.74
Total 5054250 · Building Maintenance					308.74
5054286 · Agency Support Services					
Check	1/25/2013	97709	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	35.07
Check	1/25/2013	97713	PAETEC	Acct# 9097797 Monthly Charges	563.99
Check	1/25/2013	97713	PAETEC	Acct# 1173538 Monthly Charges	66.88
Total 5054286 · Agency Support Services					665.94
Total 5054COM · Community Resource Center					1,483.59
5054SVC · Service Contracts					
5054108 · Aid Supportive Employment					
Check	1/25/2013	97715	Association for Individual Development	Supportive Employment Program	9,500.00
Total 5054108 · Aid Supportive Employment					9,500.00
5054109 · Aid Case Management					
Check	1/25/2013	97715	Association for Individual Development	Case Management	1,250.00
Total 5054109 · Aid Case Management					1,250.00
5054127 · RENZ Prevention					
Check	1/25/2013	97717	Renz Addiction Counseling Center	Prevention	3,875.00
Total 5054127 · RENZ Prevention					3,875.00
5054129 · Day One Network					
Check	1/25/2013	97719	DayOneNetwork	Case Coordination	1,750.00
Total 5054129 · Day One Network					1,750.00
5054146 · The Bridge					
Check	1/25/2013	97716	The Bridge Youth & Family Services	Crisis Services	4,500.00
Total 5054146 · The Bridge					4,500.00
5054160 · Summit Center					
Check	1/25/2013	97718	Summit Center	Early Learning Center	2,375.00
Total 5054160 · Summit Center					2,375.00
5054162 · Tide Project					
Check	1/25/2013	97711	A#1 Cab Dispatch Inc	Tide Invoices 1/11/13	763.50

**Hanover Township
Board Audit Report
January 16 through February 11, 2013**

Type	Date	Num	Name	Memo	Amount
Total 5054162 · Tide Project					763.50
5054165 · Alexian Bros - Outpatient Psych					
Check	1/25/2013	97721	Alexian Mental Health Center	Outpatient Psychiatric Services	321.36
Total 5054165 · Alexian Bros - Outpatient Psych					321.36
5054169 · Elgin Family Center - Case Mgmt					
Check	1/25/2013	97724	Greater Elgin Family Care Center	Case Management Services Oct -Dec	2,125.00
Check	1/25/2013	97724	Greater Elgin Family Care Center	Case Management Services Jan - Mar	2,125.00
Total 5054169 · Elgin Family Center - Case Mgmt					4,250.00
5054170 · Elgin Family Ctr - Post Partum					
Check	1/25/2013	97724	Greater Elgin Family Care Center	Post Partum Depression Screening Oct-Dec	1,250.00
Check	1/25/2013	97724	Greater Elgin Family Care Center	Post Partum Depression Screening Jan - Mar	1,250.00
Total 5054170 · Elgin Family Ctr - Post Partum					2,500.00
5054174 · Special Ed Advocacy Center					
Check	1/25/2013	97720	Special Ed Advocacy Center	Advocacy	1,250.00
Total 5054174 · Special Ed Advocacy Center					1,250.00
5054180 · Capital Grant Fund					
Check	1/25/2013	97707	Maryville Academy	Sensory Integration Rooms	1,800.00
Total 5054180 · Capital Grant Fund					1,800.00
5054188 · Bartlett Learning Center					
Check	1/25/2013	97723	Clarewoods Academy	Counseling	984.15
Total 5054188 · Bartlett Learning Center					984.15
5054193 · Boys and Girls Club					
Check	1/25/2013	97722	Boys & Girls Club of Elgin	Boys and Girls Club	1,250.00
Total 5054193 · Boys and Girls Club					1,250.00
5054199 · Elgin Family Ctr - Adult Psych					
Check	1/25/2013	97724	Greater Elgin Family Care Center	Adult Psychiatric Services	320.00
Total 5054199 · Elgin Family Ctr - Adult Psych					320.00
Total 5054SVC · Service Contracts					36,689.01
Total 5054 · Mental Health - Expenditures					38,705.68
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	2/5/2013	97791	Pace	Acct# 30896 February Lease	100.00
Total 7004540 · Bus Purchase					100.00
Total 7004 · Vehicle Replcmnt - Expenditures					100.00
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	1/22/2013	97568	Deigan & Associates, LLC	Inv# 011513 Izaak Walton Property Environmental Site Assessment Phase1	6,150.40
Check	1/29/2013	97760	The Home Depot F&M	YFS Project - Flooring	2,196.96

12:19 PM

02/08/13

Accrual Basis

**Hanover Township
Board Audit Report
January 16 through February 11, 2013**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
			Total 8084425 · Building & Perm Improvements		<u>8,347.36</u>
			Total 8084 · Capital Projects - Expenditures		<u>8,347.36</u>
TOTAL					<u><u>209,645.04</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 Benoit, Burke, Krick, and Supervisor McGuire. Trustee Westlund-Deenihan was absent.

Elected and appointed officials present: Highway Commissioner P. Craig Ochoa and Collector Frank Liquori.

Staff and others present included Administrator James Barr, Assistant Administrator Katie Delaney, Emergency Services Director Dan Palmer, Facilities & Maintenance Director Steve Spejcher, Manager of Community Relations Thomas Kuttentberg, Senior Services Director Barb Kurth-Schuldt, Welfare Services Director Mary Jo Imperato, Youth & Family Services Director John Parquette, Mrs. Hope Duval, and Attorney Larry Mraz. Present were Village of Streamwood Trustee Mike Baumer, representatives from Casey Automotive, representatives from the Knights of Columbus Council #12801, Mr. and Mrs. George Brennan and Mr. Daniel N. Freund, resident Mr. Steve Caramelli, Boy Scouts from Troop #199 and their leaders and families, Illinois Policy Institute Director Brian Costin, and Civics class students from Streamwood High School.

II. Supervisor McGuire asked everyone to stand while Boy Scout Troop #199 posted the colors and then asked everyone to join in the Pledge of Allegiance.

III. Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.

IV. Presentations:

A. Supervisor McGuire asked that the Board join him in recognizing members of our community who have served in the U.S. military.

1. Lance Corporal George H. Brennan, who served from 1957 to 1960, was congratulated on being inducted into the Veterans Honor Roll on this date in acknowledgment of his service to our country.
2. Air Force E-4 Dan Freund of Elgin was called forward to be thanked and inducted into the Veterans Honor Roll for his service to our country from 1962 to 1966.

B. Supervisor McGuire asked that the Board join him in thanks to Casey Automotive for their continued support of the Hanover Township Food Pantry. He presented a plaque in thanks.

C. The Supervisor and Board thanked the Knights of Columbus Council #12801 for their continued support of the Hanover Township Food Pantry and for the toys they collected this past Christmas season, and presented a plaque in thanks.

D. Mr. McGuire invited Mr. Brian Costin, Director at the Illinois Policy Institute, to present a certificate of 100% Transparency to Hanover Township. Hanover is the first and only township in Illinois to achieve this success.

VI. Reports:

A. *Supervisor's Report:* Supervisor McGuire thanked Scout Troop #199 for posting the colors this evening. He also thanked the Board and the Clerk's office in particular, for their efforts in achieving the 100% transparency goal.

B. *Clerk's Report:* Clerk Dolan Baumer reported that our Elgin office has been selected as an Early

Voting site for the February primary. Also, the Secretary of State Mobile Drivers Service unit will be on site on Thursday.

- C. *Assessor's Report:* Assessor Smogolski reported that the recent Outreach was a success, reaching over 138 residents. Objections close on January 17; 480 appeals have been filed by the Assessor's office.
- D. *Highway Commissioner's Report:* Commissioner Ochoa offered no report.
- E. *Treasurer's Report:* A motion was made by Trustee Burke 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, Burke, Krick, and Supervisor McGuire. Nays: None. Motion carried.
- F. *Trustee Committee Liaison Reports:*
 - a. Senior Citizen Services: Trustee Krick noted that the committee held a successful budget workshop.
 - b. Youth: Trustee Benoit reported that the nominating applications for the Educator of the Year and Student awards are available on the website.
- G. *Department Reports:* Departments of Administrative Services, Assessor's Office, Community Health, Community & Veterans Affairs, Emergency Services, Facilities and Maintenance, Highway Department, Mental Health Board, Senior Services, Welfare Services, Youth and Family Services, and the Clerk offered reports for the Board's review and consideration. Director Kurth-Schuldt noted that the Seniors are currently running the Texas Hold 'em fundraiser until 12 midnight.

VII. Bill Paying

Mr. Barr offered the bills in two requests for approval, with bills for payment to Alexian Brothers for \$1,371.00; a motion was made by Trustee Burke and seconded by Trustee Krick to pay the Alexian invoices of \$1,371.00. Roll call: Ayes: Trustees Burke, Krick, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: none. Motion carried.

Mr. Barr asked that the Board approve the bills from December 19 through January 15, 2013 as presented.

a. Town Fund	\$89,881.37
b. Senior Center Fund	24,684.47
c. Welfare Services Fund	13,843.02
d. Road and Bridge Fund	4,617.41
e. Mental Health Fund	47,707.82
f. Retirement Fund	0.00
g. Vehicle Fund	1,588.61
h. Capital Fund	<u>4,898.28</u>
Total All Funds:	<u>\$187,220.98</u>

A motion was made by Trustee Burke to approve the bill as presented for December 19 through January 15, 2013; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: none. Motion carried.

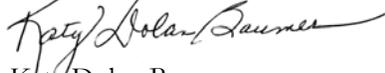
VIII. Unfinished Business: None was discussed.

IX. New Business:

- A. Regular Meeting Minutes of December 18, 2012: Clerk Dolan Baumer submitted the regular meeting minutes of December 18, 2012 for review and approval by the Board. A motion was made by Trustee Burke to approve the regular meeting minutes of December 18, 2012 with a

- second by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: none. Motion carried.
- B. Ordinance Adopting Township Emergency Operations Plan (EOP): A motion was made by Trustee Burke and seconded by Trustee Krick to approve ordinance #011513 Hanover Township Emergency Operations Plan (EOP), as presented. Roll call: Ayes: Trustees Burke, Krick, Benoit, and Supervisor McGuire. Nays: None. Motion carried.
- C. Ordinance Regarding Compliance with Traffic Orders and Directions: A motion was made by Trustee Burke and seconded by Trustee Krick to approve ordinance #0115131 regarding Compliance with Traffic Orders and Directions. Discussion ensued. Roll call: Ayes: Trustees Burke, Krick, Benoit, and Supervisor McGuire. Nays: None. Motion carried.
- D. Ordinance Amending the Township Emergency Management Agency Ordinance for Updated Compliance with State Statutes: A motion was made by Trustee Burke to approve the Hanover Township Emergency Management Agency Ordinance #0115132 for Updated Compliance with State Statutes. Trustee Benoit seconded the motion to approve ordinance #0115133. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: None. Motion carried.
- E. Resolution Adopting the FY14-FY19 Strategic Plan: A motion was made by Trustee Benoit to approve the Hanover Township FY14-FY19 Strategic Plan resolution #0115133. Trustee Burke seconded the motion to approve the strategic plan resolution #0115133. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: None. Motion carried.
- F. Consideration of Electric Aggregation Referendum: A motion to begin discussion on the proposed referendum was made by Trustee Burke and seconded by Trustee Benoit. Mr. McGuire explained that the referendum is for the unincorporated residents. Mr. Mraz elaborated saying that the referendum is an opt-out provision. The question today is whether or not the Board would like to put the referendum on the ballot. A motion was made by Trustee Burke to approve that the non-binding Electric Aggregation Referendum resolution 30115134 to be put on the ballot for the April 2013 Consolidated Election. Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: None. Motion carried.
- X. Executive Session: A motion was made at 7:26 p.m. by Trustee Burke and seconded by Trustee Krick to go into Executive Session pursuant to §2c1 (The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body....) and §2c11 (Litigation when an action against, affecting or on behalf of the township has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is possible or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act. Roll call: Ayes: Trustees Benoit, Burke, Krick, and Supervisor McGuire. Nays: none. Motion carried.
- The Board returned and the regular session of the meeting continued at 8:04 p.m. Present were Trustees Benoit, Burke, Krick, and Supervisor McGuire.
- XI. Other Business: Collector Liquori reminded everyone that there will be a special fitness presentation in the Senior Center, but it is open to all interested.
- XII. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 8:05 p.m. Motion to adjourn was made by Trustee Burke seconded by Trustee Krick. Roll call: Ayes: Trustees Benoit, Burke and Krick, and Supervisor McGuire. Nays: none. Meeting 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 Village of Streamwood
Bartlett Library Highway Commissioner Y&F Services Streamwood Park District



Minutes of a workshop of the
Hanover Township Board
“Breakfast with the Board”
Saturday, February 2, 2013 **DRAFT**

- I. Call to Order: Supervisor McGuire called the meeting to order at 8:30 a.m.
- II. Present were Supervisor McGuire, and Trustees Benoit, Burke and Krick. Also present were Commissioner Ochoa, Collector Frank Liquori, and Village of Streamwood Trustee Mike Baumer and seven residents.
- III. Supervisor McGuire asked for a moment of silence for Nick DeBrown who passed away last night. He offered greetings on behalf of Trustee Westlund-Deenihan who could not be with us today due to health issues with her own family.
- IV. Supervisor McGuire solicited questions from the residents. Discussion ensued.
- V. No motion was made to go into Executive Session.
- VI. Trustee Benoit announced that applications for the Committee on Youth Rising Star awards would be available on the website within the next two weeks. Supervisor McGuire noted that our own Emergency Services have been certified by Cook County. Commissioner Ochoa reported that Bartlett is rated at the fourth safest city in the United States.
- VII. The workshop adjourned at 8:45 a.m. and everyone enjoyed breakfast.



Memorandum

Date: February 1, 2013

To: Hanover Township Board

From: James C. Barr, Township Administrator

Re: Finance Committee FY14 Budget Recommendations

Attached for the Township Board's consideration is the Finance Committee recommend budget ordinances for Fiscal Year 2014. Utilizing the Township Board's established FY14 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% salary pool for FY14. Departments were then asked to submit any additional requests noting few would be funded due to a lack of revenue growth. 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. Consequently administration costs appear to decrease sharply and individual department budgets have increased. 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 11, 2013 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 Chairman, Trustee Westlund-Deenihan, should you have any questions, comments, or inquires regarding the proposed FY14 budget.

Budget Highlights

Department of Senior Services – The Road District has generously offered to fund senior transportation again, in the combined amount of \$398,208 as authorized by state statute. \$70,000 is budgeted for senior bus purchases in the vehicle fund and the remaining \$328,208 is allotted to operational costs of the senior transportation program (salaries, fuel, vehicle repair, etc.). This

also includes a onetime expense for transportation dispatch software of approximately \$50,000 the Board previously discussed and prioritized, which has carried over from the prior year. To absorb the increased costs related to employee benefits the senior health portion of the budget has been transferred to the Town Fund and added to the Office of Community Health budget. Additionally, 90% of the Elgin Senior Satellite Services line item has been reduced and transferred to the Town Fund under the Office of Community & Veterans Affairs as a part of the cost of operating the Elgin office. Dues & Subscriptions are going up by \$1,800 to cover the annual cost of the MySeniorCenter.com software. Fuel cost has risen as the number of rides has increased. We have also been able to reduce utility expenses due to renegotiated vendor contracts and the Environmental Sustainability workgroup's efforts to reduce energy consumption. We do not anticipate any staffing level changes in the coming year, but have set aside a small amount for interns and we will continue to develop and grow the auxiliary staff.

Department of Youth and Family Services – YFS has received a grant from the Mental Health Board to fund a new clinical position designed to work with local schools on Positive Behavior Interventions. YFS total revenue is projected to increase almost 70%. The large increases in employee benefit costs will be addressed by matching decreases in the administration budget for employee benefits since both are located within the Town Fund. Other changes are relatively minor and reflect increases in training and transportation with offsetting reductions in psychiatric backup and equipment.

Department of Welfare Services – Welfare Services is requesting and the Finance Committee endorsed an increase in the home relief (General Assistance & Emergency Assistance) portion of the budget to reflect an increase in demand. Additionally, the new Employment Services Division has been formed with funding coming from reserves generated by our recent settlement. This will provide an excellent opportunity to assist Township residents in need and help them obtain a sustainable financial position.

Department of Facilities & Maintenance – The Facilities and Maintenance budget is relatively flat with the exception of increased costs due to assumption of employee benefits which will be offset in the administration portion of the Town Fund. Other changes include a small increase in salaries and fuel with reductions in equipment maintenance and building maintenance.

Mental Health Board – The Mental Health Board is again continuing to aid state funded agencies that have been severely impacted by the State of Illinois fiscal crisis. This budget will again provide for emergency agency funding, although to a lesser degree from the previous years. Overall service contracts will stay the same at \$1,000,000, administrative costs will decrease slightly with cuts in the consultant line item, and the resource center budget will decrease significantly with major renovations having been completed.

Highway Department - The Highway Commissioner has requested continued financial support to the senior transportation program in the amount of almost \$400,000, and approximately \$1,050,000 for land acquisition and improvements for a new Highway Department facility that may also house the senior buses if it is determined necessary and beneficial. Funds continue to be allocated for significant road resurfacing projects as well.

Office of the Assessor – The Assessor has requested a budget that includes increases covering employee benefits as well as several reductions consolidating and reducing equipment line items and a salary line item reduction of 7.5% reflecting an anticipated staff retirement this summer.

Office of the Clerk – The Clerk’s Office submitted a budget request with a decrease of 13.8% in the salary line item to reflect the prior reduction of the administrative assistant position to half time. Numerous other cuts were made including in equipment, miscellaneous, and dues. New additions primarily involved employee health benefits creating an overall increase in the budget.

Office of Community Health – The Office of Community Health request followed the established guidelines. Additionally, all costs previously associated with the Senior Fund senior health program have been transferred to this budget to unify the OCH budget and better reflect the costs of direct services. As in other budgets, employee benefit costs have been added to this budget. Consequently, the budget shows a large increase, however taking into account expenses previously paid for in other budgets it is essentially flat.

Department of Emergency Services – The Emergency Services Department budget includes a small increase in the salary line item per instructions, as well as increases in travel, volunteer appreciation, and vehicle fuel. Small reductions were made in printing, screenings, and insurance. New costs were added for staff benefits and funds to begin purchasing equipment for the emergency operations center.

Office of Community and Veterans Affairs – The Office of Community and Veterans Affairs starts its second year of operations with a large increase in its budget due to assuming full costs related to operating the Elgin satellite office from the Senior Fund, community functions from administration, and employee benefits from administration. The other notable increase is due to the resident newsletter assuming a quarterly status for a complete year. As a newer department it has been anticipated the budget would experience significant fluctuations in the first few years of operation and these changes largely represent cost transfers as opposed to new expenses.

Town Fund – The overall Town Fund/administration budget will be reduced by over 25% due to the process of allocating employee benefits such as health insurance, dental, vision, life insurance, unemployment, retirement, and FICA from the central Town Fund to individual departments. The benefit of this is to accurately represent these as direct service costs for future Annual Financial Reports filed with the State of Illinois. Additionally, the Food Pantry will

become an independent budget within the Town Fund managed by the Welfare Services Director. Again, this is done to correctly reflect these as direct service costs for reporting purposes. Insurance rates are expected to dramatically rise with the recent insurance settlement and recent building renovations and the Izaak Walton property gift. Smaller increases in legal, printing, salaries, and community affairs are expected, however these are largely offset by reductions in consultants and contingency line items.

Vehicle Fund – The Finance Committee is recommending maintaining contributions to this fund as we anticipate one possible senior vehicle bus purchase in FY14, one replacement maintenance vehicle, and one or more potential replacement Emergency Services vehicles. The budget has increased to allow for flexibility with the balance of funds to be used from accumulated reserves.

Capital Fund – The Finance Committee is recommending three main capital projects for Fiscal Year 2014 including improvements to the Izaak Walton property primarily funded by a CDBG grant, reconstruction of the Town Hall parking lot, and a Senior Center solar power and energy efficiency project. Additional funds will be set aside for other projects such as renovations to targeted areas of the Town Hall. Funding will come from grants and transfers from the Town Fund and Senior 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, 2013** AND ENDING **MARCH 31, 2014**.
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, 2013		2,210,995
Estimated Revenues		
3000	Property Tax	3,297,992
3100	Replacement Tax	26,500
3250	Interest Income	5,000
3300	Other Income	5,200
3350	Rent	500
3420	MHB/Office Charges	4,500
3430	YFS - Therapy Fees	18,000
3435	YFS - Other Income	500
3440	YFS - Tutoring Fees	7,000
3445	YFS - MHB Grants	84,000
3450	Community Health	4,000
3951	Passport Fees	41,250
3955	Grant	1
Total Estimated Revenues		3,494,443
Total Estimated Funds Available		5,705,438
Budgeted Expenditures		
	Administration	1,168,710
	Food Pantry	91,004
	Community & Veterans Affairs	268,150
	Emergency Services	133,000
	Assessor	171,800
	Facilities & Maintenance	406,100
	Collector	1
	Clerk	106,300
	Community Health	215,000
	Youth and Family Services	1,022,488
Total Expenditures/Appropriations		3,582,553
Estimated Cash on Hand March 31, 2014		2,122,885

Expenditures/Appropriations			
4301	Compensation of Officials		98,802
	Town Hall Administration Expense		
	4401	Postage	2,750
	4404	Office Supplies	5,500
	4406	Printing	4,000
	4408	Salaries	275,200
	4412	Travel	4,000
	4414	Memberships, Subs, Pubs	8,000
	4420	Pre-Employment Charges	750
	4424	Education & Training	18,000
	4429	Miscellaneous	10,000
	4520	Consulting Fees	8,000
	4530	Financial Administration	60,343
	4531	Community Affairs	8,000
	4532	Committee on Youth	3,300
	4533	Environmental Sustainability	1,500
	4560	Contingency Fund	20,000
	4591	Health Insurance	33,125
	4592	Dental, Vision & Life Insurance	1,925
	4593	Unemployment	5,515
	4594	IMRF Expense	22,000
	4595	FICA Expense	11,000
	Total Town Hall Administration Expense		502,908
	Town Hall Expense		
	4402	Telephone Town - Town	25,000
	4403	Utilities - Town	21,000
	4404	Internet Access - Town	1,800
	4405	Equipment Rental - Town	2,600
	Total Town Hall Expense		50,400
	Legal/Auditing		
	4501	Auditing	13,000
	4502	Legal Services	70,000
	Total Legal/Auditing		83,000
	Insurance & Employee Benefits		
	4411	Employee Assistance Program	1,600
	4503	General Insurance	95,000
	4507	Flex & 457 Plan	4,000
	4512	Health Savings Account	3,000
	4513	Employee Wellness	10,000
	Total Ins & Employee Benefits		113,600

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 Projects Fund	195,000	
Total Capital Expenditures & Transfers			<u>320,000</u>
Total Administration			1,168,710
Food Pantry			
4460	Salaries	55,894	
4461	Utilities	7,500	
4391	Health Insurance	20,075	
4392	Dental, Vision & Life Insurance	1,250	
4393	Unemployment	1,535	
4394	IMRF Expense	3,000	
4395	FICA Expense	1,750	
Total Food Pantry			<u>91,004</u>
Community Relations & Veterans Affairs			
Community Relations			
4608	Salaries	87,500	
4611	Education & Training	1,000	
4614	Printing	1,000	
4615	Postage	700	
4617	Equipment & Furniture	2,000	
4619	Office Supplies	1,250	
4620	Satellite Office Programs	1,000	
4621	Satellite Office Utilities	3,500	
4622	Satellite Office Lease	26,500	
4623	Satellite Office Phone & Internet	3,500	
4624	Travel	1,000	
4625	Communications	64,000	
4626	Community Service Awards	1,500	
4628	Historical Marker Program	2,400	
4629	Dues & Subscriptions	250	
4630	Veteran Honor Roll	5,000	
4631	Community Festivals	13,000	
4691	Health Insurance	22,600	
4692	Dental, Vision & Life Insurance	1,250	
4693	Unemployment	1,550	
4694	IMRF Expense	3,200	
4695	FICA Expense	1,750	
Total Community Relations			<u>245,450</u>
Veterans Affairs			
4700	Salary	20,000	
4703	Travel	100	
4704	Supplies	100	
4793	Unemployment	800	
4794	IMRF Expense	1,100	
4795	FICA Expense	600	
Total Veterans Affairs			<u>22,700</u>
Total Community Relations & Veterans Affairs			<u>268,150</u>
Emergency Services			
4801	Salaries	41,300	
4802	Equipment	21,750	
4803	Uniforms	6,000	
4804	Printing	750	
4805	Postage	100	
4806	Office Supplies	500	
4807	Miscellaneous	1,000	
4808	Education & Training	10,000	
4809	Pre-Volunteer Screening	750	
4810	Travel	3,000	
4811	Volunteer Insurance	600	
4812	Volunteer Appreciation	3,000	
4813	Vehicle Fuel & Maintenance	6,000	

4814	Communications	9,200	
4815	Emergency Ops Center	10,000	
4891	Health Insurance	14,225	
4892	Dental, Vision & Life Insurance	625	
4893	Unemployment	775	
4894	IMRF Expense	2,225	
4895	FICA Expense	<u>1,200</u>	
Total ES			133,000
Assessor's Office			
4405	Office Supplies	4,500	
4407	Printing	1,250	
4409	Salaries	115,000	
4411	Equipment	3,500	
4413	Travel	3,300	
4415	Dues, Subs & Publications	2,750	
4419	Training	3,500	
4426	Miscellaneous	1,200	
4433	Professional Services	1,000	

4525	Communications	1,000	
4491	Health Insurance	19,000	
4492	Dental, Vision & Life Insurance	1,850	
4493	Unemployment	3,250	
4494	IMRF Expense	7,000	
4495	FICA Expense	3,700	
Total Assessor's Office			171,800
Facilities & Maintenance			
4200	Salaries	212,200	
4202	Office Supplies	400	
4204	Janitorial Supplies - Elgin	750	
4205	Janitorial Supplies - Town	4,250	
4206	Janitorial Supplies - Senior	5,500	
4207	Janitorial Supplies - Astor	1,000	
4208	Housekeeping Contract	31,000	
4209	Building Contracts	13,500	
4210	Building Maintenance - Town	11,000	
4211	Building Maintenance - Senior	12,500	
4212	Building Maintenance - Astor	2,500	
4213	Equipment Maintenance - Town	12,500	
4214	Equipment Maintenance - Senior	13,500	
4215	Equipment Maintenance - Astor	1,350	
4216	Equipment Rental	2,600	
4217	Education & Training	900	
4218	Vehicle Maintenance - Town	4,500	
4219	Vehicle Fuel - Town	8,000	
4220	Seasonal Projects Assistance	5,000	
4221	Cell Phone / Communications	2,000	
4222	Trash Removal - Town	3,000	
4223	Trash Removal - Senior	1,850	
4224	Trash Removal - Astor	1,200	
4225	Grounds Maintenance	8,000	
4226	Uniforms	900	
4227	Miscellaneous	800	
4228	Building Maintenance - Elgin	1,300	
4229	Equipment Maintenance - Elgin	500	
4291	Health Insurance	20,200	
4292	Dental, Vision & Life Insurance	2,500	
4293	Unemployment	3,100	
4294	IMRF Expense	11,600	
4295	FICA Expense	6,200	
Total Facilities & Maintenance			406,100
Collector's Office			
4437	Collector's Office	1	
Total Collector's Office			1

Clerk's Office			
4200	Salaries	65,000	
4201	Postage	1,050	
4202	Office Supplies	2,150	
4203	Printing	3,000	
4206	Travel Expense & Seminars	1,500	
4204	Dues, Sub & Publications	400	
4205	Legal Notices	1,000	
4210	Community Affairs	2,000	
4213	Equipment Maint & Rental	150	
4214	Furniture & Equipment	1,100	
4216	Miscellaneous	1,000	
4217	Passport Expenditures	2,600	
4218	Passport Postage	3,000	
42919	Health Insurance	14,000	
4292	Dental, Vision & Life Insurance	650	
4293	Unemployment	2,300	
4294	IMRF Expense	3,500	
4295	FICA Expense	1,900	
Total Clerk's Office			106,300
Community Health			
4450	Salaries	162,000	
4451	Postage	500	
4452	Office Supplies	2,000	
4453	Printing	1,500	
4454	Travel & Training	1,000	
4455	Dues, Subs & Publications	200	
4456	Community Affairs	2,000	
4458	Equipment	1,000	
4459	Professional Services	750	
4461	Miscellaneous	1,000	
4462	License/Professional Insurance	400	
4465	Medical Supplies	7,000	
4466	Communications	2,750	
4467	Crisis Care	3,000	
4468	MHB Prescription Reimbursements	100	
4491	Health Insurance	14,350	
4492	Dental, Vision & Life Insurance	1,850	
4493	Unemployment	3,100	
4494	IMRF Expense	5,500	
4495	FICA Expense	5,000	
Total Community Health			215,000

Youth and Family Services

Administration & Clinical

4608	Salaries	515,000
4611	Education & Training	7,250
4612	Consulting Fees	3,600
4613	Answering Service	1,300
4614	Printing	1,500
4615	Postage	800
4616	Books and Journals	800
4617	Equipment Maintenance	2,000
4618	Psychiatric backup	9,000
4619	Office Supplies	3,000
4620	Community Affairs	2,500
4621	Recruitment & Pre-Employment	2,000
4622	Miscellaneous	400
4623	Travel	2,500
4624	Intern Stipends	5,000
4625	Insurance	2,950
4626	Equipment and Furniture	3,000
4628	Tutoring	24,000
4629	Dues & Subscriptions	800
4691	Health Insurance	49,000
4692	Dental, Vision & Life Insurance	6,250
4693	Unemployment	12,750
4694	IMRF Expense	28,873
4695	FICA Expense	15,065

Total Administration & Clinical

699,338

Outreach & Prevention

4640	Salaries	175,000
4641	Open Gym Program	75,600
4643	Education & Training	1,600
4644	Travel	2,500
4645	Printing	800
4646	Postage	500
4647	Office Supplies	1,000
4648	Community Affairs	1,000
4649	Professional Services	1,200
4650	Program Supplies	2,000
4651	Cell Phones	2,400
4654	Youth Job Incubator Project	100
4655	Transportation	4,000
4791	Health Insurance	31,000
4792	Dental, Vision & Life Insurance	2,500
4793	Unemployment	7,250
4794	IMRF Expense	9,400
4795	FICA Expense	5,300

Total Outreach & Prevention

323,150

Total Youth & Family Services

1,022,488

Total Town Fund Expenses/Appropriations

3,491,549

2. SENIOR CENTER/SENIORCITIZEN SERVICES FUND

Beginning Balance April 1, 2013		1,154,115
Estimated Revenues		
3000	Property Tax	978,500
3250	Interest Income	1,500
3300	Other Income	2,500
3325	Aid Transportation Fees	20,400
3330	RTA Grant	13,000
3350	CEDA - LIHEAP	4,000
3425	Title III Grants - Sub Area Agency	27,650
3450	Transfer From Road & Bridge Fund*	328,200
3500	Senior Programs	70,000
3501	Nutrition	3,000
3503	Donations	500
3507	Material Fees	10,000
3509	Lending Closet	3,000
		3,000

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

Total Estimated Revenue	<u>1,462,250</u>
Total Estimated Funds Available	2,616,365
Total Expenditures/Appropriations	<u>1,625,250</u>
Estimated Cash on Hand March 31, 2014	991,115

Expenditures		
Administration		
4517	Salaries	465,000
4518	Intern Stipends	5,000
4522	Contingency	50,000
4523	Recruitment	1,500
4524	Utilities	70,000
4525	Telephone & High Speed Internet	6,500
4527	Equipment	9,250
4528	Office Supplies	6,500
4529	Postage	4,000
4530	Printing	2,500
4534	Dues, Sub & Publications	2,800
4535	Travel	1,500
4536	Education & Training	5,000
4537	Consultants	3,000
4538	Community Affairs	3,500
4539	Miscellaneous	1,000
4540	Title Endowment Fund	12,000
4541	Transfer to Capital Fund	118,000
4542	Senior Satellite Services	5,000
4591	Health Insurance	71,650
4592	Dental, Vision & Life Insurance	5,000
4593	Unemployment	10,300
4594	IMRF Expense	25,000
4595	FICA Expense	13,600
Total Administration		<u>897,600</u>

Programs & Services			
4514	Weekend Programming	2,000	
4515	Programming	90,000	
4516	Social Services	4,000	
4519	Senior Assistance	2,000	
4520	Volunteer Services	16,000	
4526	Club 59	24,000	
4530	Nutrition	6,000	
4531	Computer Instruction	1,000	
4532	Visual Arts	15,000	
Total Programs & Services			160,000
Transportation			
4513	Alternative Transportation	6,000	
4517	Volunteer Express	13,000	
4518	Vehicle Maintenance	26,000	
4546	Salaries	321,300	
4547	Dispatch Software	50,000	
4549	Recruitment	1,500	
4550	Telephone	4,000	
4551	Training	3,000	
4552	Fuel	50,000	
4553	Uniforms	1,500	
4554	Office Supplies	1,000	
4555	Radio System	100	
4691	Health Insurance	49,500	
4692	Dental, Vision & Life Insurance	5,250	
4693	Unemployment	8,850	
4694	IMRF Expense	17,250	
4695	FICA Expense	9,400	
Total Transportation			567,650
Total Senior Center Fund / Senior Citizen Services Fund Appropriations			1,625,250

3. WELFARE SERVICES

Beginning Balance April 1, 2013		519,117
Estimated Revenues		
3000 Property Tax	340,000	
3100 Replacement Tax	4,000	
3250 Interest Income	1,000	
3300 Other Income	10,000	
3350 CEDA - LIHEAP	10,000	
3445 Grants	1	
Total Estimated Revenues	<u>365,001</u>	<u>365,001</u>
Total Estimated Funds Available		884,118
Total Expenditures/Appropriations		<u>575,773</u>
Estimated Cash on Hand March 31, 2014		308,345
Expenditures		
Home Relief		
4101 Food	1,000	
4102 Rent	126,000	
4103 Utilities	26,000	
4105 Clothing	26,000	
4106 Travel Expenses	10,000	
4110 Burial	1,500	
4115 Medical	25,000	
4116 Catastrophic Insurance Premium	3,500	
4117 Miscellaneous	1,000	
4119 Emergency Assistance	50,000	
Total Welfare Services Home Relief	<u>270,000</u>	270,000
Employment Services		
4215 Salaries	70,000	
4216 Office Supplies	500	
4217 Equipment	1,000	
4218 Travel and Training	500	
4219 Postage	750	
4220 Printing	750	
4221 Professional Services	1,000	
4291 Health Insurance	10,000	
4292 Dental, Vision & Life Insurance	750	
4293 Unemployment	1,500	
4294 IMRF Expense	3,754	
4295 FICA Expense	2,041	
Total Welfare Services Employment Services	<u>92,545</u>	92,545
Administration		
4201 Salaries	155,000	
4202 Office Supplies	2,500	
4204 Equipment	5,000	
4205 Travel & Training	2,000	
4206 Postage	600	
4210 Printing	1,500	
4212 Dues, Pubs & Background Check	1,000	
4213 Community Affairs / Misc	1,500	
4507 Professional Services	3,000	
4509 Volunteer Appreciation	1,500	
4510 Miscellaneous	1,000	
4591 Health Insurance	20,800	
4592 Dental, Vision & Life Insurance	1,925	
4593 Unemployment	3,070	
4594 IMRF Expense	8,313	
4595 FICA Expense	4,520	
Total Welfare Services Administration	<u>213,228</u>	213,228
Total WS Budgeted Expenditures/Appropriations		<u>575,773</u>

4. MENTAL HEALTH FUND

Beginning Balance April 1, 2013		620,473
Estimated Revenues		
3000 Property Tax	996,000	
3100 Replacement Tax	12,000	
3250 Interest Income	1,500	
3300 Other Income	1,000	
3350 Rental Income	10,000	
3850 Tide Transportation Fee	7,000	
3855 Telephone Reimbursement	5,000	
3950 Aid Transportation Fees	2,000	
Total Estimated Revenues		<u>1,034,500</u>
Total Estimated Funds Available		1,654,973
Budgeted Expenditures		
Service Contracts	1,000,000	
Administration	98,150	
Community Resource Center	45,000	
Total Expenditures/Appropriations		
Community Mental Health (708) Fund		<u>1,143,150</u>
Estimated Cash on Hand March 31, 2014		511,823

Expenditures
Service Contracts

4100	CAC CASI	20,000
4102	CAC Family Support	2,000
4103	CAC Safe from the Start	16,000
4104	CCC Domestic Violence Shelter	30,000
4105	CCC Domestic Violence Counsel	25,000
4107	Open Door Clinic	5,000
4108	AID Supportive Employment	40,000
4109	AID Case Management	5,000
4112	Clearbrook Children's Program	5,500
4113	Clearbrook Residential	4,000
4114	Clearbrook Developmental Training	2,500
4123	Easter Seals	43,000
4128	Renz Outpatient	57,000
4129	Day One Network	7,500
4130	Northwest CASA	8,000
4131	AID Transportation	21,000
4132	Ecker Therapy Services	71,400
4135	Ecker Center/PEP	4,500
4136	HTYFS Psychiatric Back-up	9,000
4137	HTYFS Alt. to Suspension	25,000
4138	Contract Support Services	120,000
4139	HTYFS Interventionist	50,000
4140	Maryville Academy Casa Salama	25,000
4141	Shelter Inc Healthy Families	10,000
4142	Centro de Informacion	32,000
4146	Bridge YFS - Crisis Intervention	9,000
4148	FSA - Youth	10,500
4149	FSA - Adult	6,200
4156	Epilepsy Foundation	1,000
4158	Larkin Center	11,000
4160	Summitt Center	12,000
4162	TIDE Transportation	26,000
4165	Alexian Brothers - Outpatient Psych	21,000
4166	PADS of Elgin	20,000
4167	Alexian Brothers - Senior MH	34,000
4169	Elgin Family Ctr - Case Mgmt	8,500
4170	Elgin Family Ctr - Post Partum	5,000
4172	Countryside In-Home Respite	3,000
4174	Special Ed Advocacy Center	5,000
4175	WINGS Transitional Shelter	8,500
4177	Staff Development Fund	10,000
4178	MI-Drug / Medical Tests Fund	2,000
4179	Challenge Grant Fund	40,000
4180	Capital Grant Fund	40,000
4182	Clearbrook Employment	2,000
4183	CCC SA Counseling	9,000
4188	Bartlett Learning Center	7,000
4191	Leyden FS - Detox/Rehab	35,000
4193	Boys and Girls Club	5,000
4194	CCC - Strategies for Safety	7,000
4195	Autism Society of IL	1,000
4196	Catholic Charities Caregivers Group	2,500
4199	Elgin Family Ctr - Adult Psych	9,400
4200	Kenneth Young Center - SASS	7,000
4201	Journeys - Hope Center	4,000

Total Service Contracts

1,000,000

Administration			
4001	Hanover Township Services	4,500	
4002	Legal	4,000	
4005	Training	750	
4006	Travel	1,000	
4008	Subscriptions & Publications	150	
4009	Salaries	52,000	
4010	Employee Insurance	7,500	
4012	Office Supplies	1,000	
4013	Postage	500	
4014	Equip / Database	3,000	
4506	Unemployment Compensation	1,000	
4508	IMRF Expense	6,500	
4522	FICA Expense	4,250	
4537	Community Relations	1,000	
4538	Miscellaneous	500	
4539	Dues	2,500	
4540	Special Events	500	
4541	Printing	1,500	
4544	Consultants	6,000	
Total Administration			98,150
HT Community Resource Center			
4210	Utilities	8,000	
4211	Insurance	1,000	
4213	Janitorial	5,500	
4214	Rent	500	
4216	Telephone Systems Maintenance	3,000	
4217	Capital Improvements	10,000	
4250	Building Maintenance	9,000	
4286	Agency Support Services	8,000	
Total HT Community Resource Center			45,000
Total Expenditures/Appropriations			
Community Mental Health (708) Fund			1,143,150

5. IMRF FUND

Beginning Balance April 1, 2013			132,194
Estimated Revenues			
3000 Property Tax		165,000	
3250 Interest Income		50	
3255 Transfer In		151,715	
Total Estimated Revenues		<u>316,765</u>	<u>316,765</u>
Total Estimated Funds Available			448,959
Budgeted Expenditures/Appropriations			
4508 IMRF		316,765	
Total Expenditures/Appropriations		<u>316,765</u>	<u>316,765</u>
Estimated Cash on Hand March 31, 2014			132,194

6. SOCIAL SECURITY

Beginning Balance April 1, 2013			39,569
Estimated Revenues			
3000 Property Tax		133,500	
3250 Interest Income		50	
3255 Transfer In		82,426	
Total Estimated Revenues		<u>215,976</u>	<u>215,976</u>
Total Estimated Funds Available			255,545
Budgeted Expenditures/Appropriations			
4522 Social Security		215,976	
Total Expenditures/Appropriations		<u>215,976</u>	<u>215,976</u>
Estimated Cash on Hand March 31, 2014			39,569

7. VEHICLE REPLACEMENT FUND

Beginning Balance April 1, 2013			697,545
Estimated Revenues			
3250 Interest Income		500	
3440 Bus Fares & Donations		8,250	
3450 Transfer from Road & Bridge - Senior Trans.*		70,000	
3460 Transfer from Town Fund		15,000	
Total Estimated Revenues		<u>93,750</u>	<u>93,750</u>
Total Estimated Funds Available			791,295
Budgeted Expenditures			
4408 Vehicle Purchase		150,000	
4540 Senior Bus Purchase		78,250	
Total Expenditures/Appropriations		<u>228,250</u>	<u>228,250</u>
Estimated Cash on Hand March 31, 2014			563,045

* 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, 2013			342,087
Estimated Revenues			
3445 Grant		100,000	
3455 From Senior Center Fund		118,000	
3450 From Town Fund		195,000	
Total Estimated Revenues		<u>413,000</u>	<u>413,000</u>
Total Estimated Funds Available			755,087
Budgeted Expenditures			
4413 Town Hall Parking Lot Reconstruction		120,000	
4415 Senior Center Energy & Solar Project		118,000	
4420 Izaak Walton CDBG Project		100,000	
4425 Building & Permanent Improvements		75,000	
Total Expenditures/Appropriations		<u>413,000</u>	<u>413,000</u>
Estimated Cash on Hand March 31, 2014			342,087

SECTION 2: THAT THE AMOUNTS APPROPRIATED FOR TOWNSHIP PURPOSES FOR THE FISCAL YEAR ENDING MARCH 31, 2014, BY FUND IS:

GENERAL TOWN FUND	3,582,553
SENIOR CENTER/SENIOR CITIZEN SERVICES FUND	1,625,250
WELFARE SERVICES FUND	575,773
COMMUNITY MENTAL HEALTH FUND	1,143,150
IMRF FUND	316,765
FICA FUND	215,976
VEHICLE REPLACEMENT FUND	228,250
CAPITAL PROJECTS FUND	413,000

TOTAL APPROPRIATIONS 8,100,717

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 **Eight Million, One Hundred Thousand, Seven Hundred and Seventeen Dollars** (\$8,100,717) FOR THE FISCAL YEAR ENDING MARCH 31, 2014.

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 _____ AT HANOVER TOWNSHIP, COOK COUNTY, ILLINOIS, BY THE HANOVER TOWNSHIP BOARD OF TRUSTEES BY ROLL CALL VOTE.

Ayes _____

Nays _____

Absent _____

Town Clerk

Supervisor

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, 2013 through March 31, 2014.

Property Taxes	5,910,992
Replacement Taxes	42,500
Interest	9,600
Rent	10,500
Intra Fund Charges	4,500
Fees	228,600
Grants & Donations	228,652
Transfers From Other Funds	960,341
	<hr/>
TOTAL REVENUE	7,395,685

The above is certified this day of , 2013.

Attest: Kathleen Dolan Baumer
Hanover Township Clerk

Brian P. McGuire
Hanover Township Supervisor

**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, 2013 AND ENDING MARCH 31, 2014

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, 2013 1,987,267

Estimated Revenues

Property Tax	792,375
Replacement Tax	16,000
Interest Income	15,000
Permits and Fines	750
Traffic Enforcement Fees	1,500
Other	100

Total Estimated Revenues 825,725

Total Estimated Funds Available 2,812,992

Budgeted Expenditures

Road Maintenance	889,832
Equipment	77,316
Bridge Maintenance	10,816
Buildings	1,046,224
Administration/Transfers*	<u>542,410</u>

Total Expenditures/Appropriations 2,566,598

Estimated Cash on Hand March 31, 2014 246,394

* 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	1,082
4601	Salaries	183,750
4602	Road Materials & Operations	35,000
4603	Gasoline	15,000
4605	Maintenance / Supplies	5,000
4606	Engineering	15,000
4607	Contract Work	520,000
4610	Street Lighting	10,000
4614	Signs& Striping	5,000
4616	Salt	100,000

Total Road Maintenance 889,832

Equipment

4604	Machine Rental	1,500
4608	Equipment Purchase	50,479
4609	Maintenance Vehicles & Equip	24,336
4610	Emergency Equipment	1,000
4611	Construction Equipment	1

Total Equipment 77,316

Bridge Maintenance

4615	Bridge Repair and Maintenance	10,816
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Total Bridge Maintenance 10,816

Buildings

4612	Buildings & Perm Improvement	10,816
4613	Building Maintenance	5,408
4617	Land/Building Acquisition & Improvement	1,030,000

Total Buildings 1,046,224

Administration

4506	Unemployment Compensation	400
4508	IMRF Expense	20,000
4522	FICA Expense	13,000
4700	Postage	2,300
4701	Legal	20,000
4702	Insurance	40,000
4703	Accounting	2,100
4704	Telephone	3,500
4705	Dues, Subscriptions & Publications	1,000
4706	Travel Expense	1,500

4707	Printing	1,500	
4708	Training & Conferences	3,000	
4709	Uniforms and Safety Equipment	1,560	
4710	Community Affaris	10,000	
4711	Utilities	6,490	
4712	Miscellaneous	2,000	
4713	Service Charges	260	
4714	Office Supplies	3,120	
4715	Replacement Tax	12,480	
4716	Transfer to Sr Transportation*	328,200	
4717	Transfer to Vehicle Fund*	70,000	
Total Administration			542,410
* 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			
**To be spent for direct costs of providing disaster relief and support services pursuant to 60 ILCS 1/30-117			
Total General Road Fund Expenditures/Appropriations			2,566,598

SECTION 2: THAT THE AMOUNT APPROPRIATED FOR ROAD DISTRICT PURPOSES FOR THE
FOR THE FISCAL YEAR ENDING MARCH 31, 2014

General Road Fund			
	Road Maintenance	889,832	
	Equipment	77,316	
	Bridge Maintenance	10,816	
	Buildings	1,046,224	
	Administration & Transfers	542,410	
Total General Road Fund			2,566,598
Total Expenditures/Appropriations			2,566,598

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:
Two Million Five Hundred and Sixty Six Thousand Five Hundred and Ninety-Eight Dollars
\$2,566,598 FOR THE FISCAL YEAR ENDING MARCH 31, 2014

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 _____ at Hanover Township, Cook County, Illinois, by the Hanover Township Board of Trustees by Roll Call Vote:

Ayes _____

Nays _____

Absent _____

TOWNSHIP CLERK

SUPERVISOR

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, 2013 through March 31, 2014.

Property Taxes	792,375
Replacement Taxes	16,000
Interest	15,000
Fees	2,350
	<hr/>
TOTAL REVENUE	<u><u>\$825,725</u></u>

The above is certified this day of , 2013.

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

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



MEMORANDUM

TO: HANOVER TOWNSHIP BOARD
FROM: JAMES C. BARR, TOWNSHIP ADMINISTRATOR
SUBJECT: FINANCE COMMITTEE RECOMMENDED EMERGENCY SERVICES VEHICLE REPLACEMENT
DATE: FEBRUARY 1, 2013

At the January meeting of the Hanover Township Finance Committee, the Committee unanimously recommended that the Department of Emergency Services commence with the process of replacing the oldest lighting/rescue truck in the fleet in an amount of \$30,000. The vehicle to be replaced is a 1987 model truck that has been experiencing reoccurring mechanical problems for an extended period of time.

Funds have been budgeted in the current Fiscal Year 2013 Vehicle Fund for replacement of this vehicle. As the department has steadily been called upon more frequently by partner public safety agencies within the Township demand for this type of vehicle is growing. It is anticipated that a newer used vehicle would be procured to minimize the replacement cost.

The Finance Committee is requesting the concurrence of the full Township Board in the replacement of this Emergency Services vehicle. Please feel free to contact me if you have any questions regarding the vehicle replacement at 630-837-0301 ext. 2127 or at jbarr@hanover-township.org. Thank you for your time and attention to this matter.



TO: Hanover Township Board
FROM: Katie Delaney, Assistant Township Administrator
BY: Thomas Warfield, Management Analyst
DATE: February 8, 2013
SUBJECT: 2013 CDBG Resolution

Hanover Township is currently in the process of preparing a Community Development Block Grant (CDBG) application for 2013. A requirement by the administrator of the grant, Cook County, is that all organizations applying for funds under the program must also pass a resolution identifying the project and providing authorization for the Supervisor to sign the application and a certification of matching funds. The Township's project is a request for \$100,000 to initiate improvements at the newly acquired lodge facility on the Izaak Walton property.

A number of improvements are needed to ensure that the facility is in good operating condition to best serve the public. If awarded funds under the CDBG program, the Township will install a new HVAC system and central air cooling, including the removal of old equipment such as radiators, achieve ADA compliance through construction of accessibility to the lower level, and if funds permit, reconstruction of the front entrance, ramps, and bathroom facilities.

If you have any questions or if you would like additional information, please contact the Township Assistant Administrator via email at kdelaney@hanover-township.org.



250 South Route 59
Bartlett, Illinois 60103-1648

• email: hanover@hanover-township.org
• www.hanover-township.org

• Phone: 630-837-0301
• FAX: 630-837-9064

Where Great Service Happens!

Supervisor
Brian P. McGuire

Clerk
Katy Dolan Baumer

Assessor
Thomas S. Smogolski

Highway Commissioner
P. Craig Ochoa

Collector
Frank Liquori

Trustees
Mary Alice Benoit
William T. Burke
Howard Krick
Sandra Westlund-Deenihan

Administrator
James C. Barr

MEMORANDUM

Date: February 8, 2013

To: Hanover Township Board
KMD

From: Katie M. Delaney, Assistant Township Administrator

Re: FY14 Capital Improvement Plan

The Capital Improvements Plan (CIP) is a multi-year schedule that lays out a series of Township capital projects and their anticipated associated costs. While the CIP anticipates expenditures over a five-year period, the immediate focus is on Fiscal Year 2014, which is referred to as the Capital Budget. These projects are part of the operating budget that will be approved by the Town Board.

In Fiscal Year 2014 the Town Board has allocated up to \$413,000 from the Capital Fund, with \$100,000 coming from grant funding to be expended on capital improvements. Funds are proposed to be budgeted for a total of four primary projects. Projects include improvements to the Izaak Walton property, Town Hall renovations, Senior Center solar and energy efficiency project, and reconstruction of the Town Hall parking lot.

Should you have any questions, please feel free to contact me at extension 2124.

Hanover Township

Capital Improvement Program

(FY14 – FY18)

Introduction

The preparation and adoption of a Capital Improvements Program (CIP) is an important part of Hanover Township's planning process. A CIP aims to recognize and resolve deficiencies in existing public facilities and anticipate and meet future demand for capital facilities. A CIP is a multi-year schedule that lays out a series of Township projects and their anticipated associated costs. Over the five year period considered by the CIP, it shows how the Township should plan to expand or renovate facilities and services to meet the demands of existing and new residents and businesses.

A CIP is an advisory document that can serve a number of purposes, including:

1. Guide the Township Board and administration in the annual budgeting process;
2. Aid in prioritization, coordination, and sequencing of capital improvements;
3. Inform residents, business owners, and developers of planned improvements.

Overview

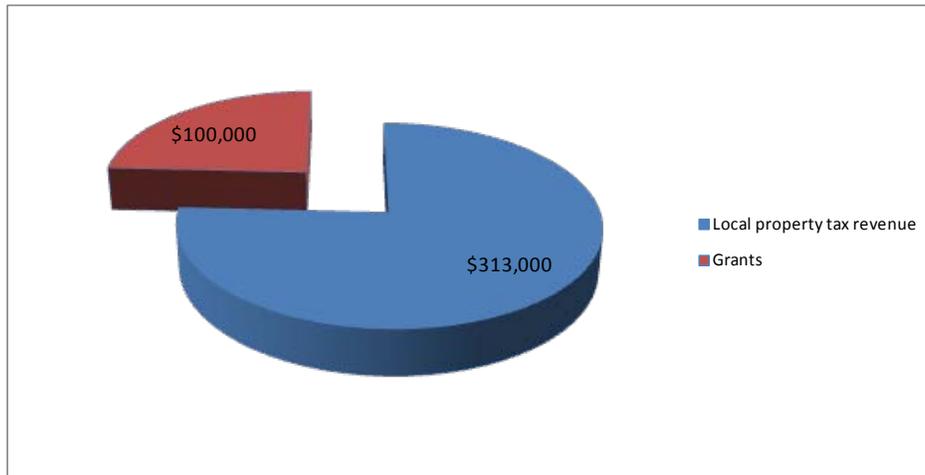
Submitted for consideration is the proposed Capital Improvements Program for the Fiscal Years 2013-2014 through 2017-2018. This document identifies long term needs and proposes a multi-year financial plan for them. The Township of Hanover has a long standing commitment to quality public services and thoughtful planning. The Capital Improvements Program formalizes that commitment and provides for orderly and appropriately financed growth of Township facilities. It is a financial tool that allows the Town Board to take a long range view of the organization's needs. This process will serve the organization as part of a larger ongoing strategic planning effort.

Beginning in the summer, the Town staff review the projects included in the current Capital Improvements Program, update the costs and status of those projects, and identify new projects to be included. The department submissions are reviewed, and project budgets and schedules are adjusted accordingly. The Town Board reviews the five-year program in the early fall, allowing an opportunity for additions, deletions, or amendments. This allows staff time to incorporate the new year's projects into the upcoming budget development process. This early review will likely also afford the Township an opportunity to bid construction projects early in the year, keeping costs down and completion timely.

The 5-year Capital Improvements Program for 2014-2018 totals \$1,354,000. In Fiscal Year 2014 the Town Board has allocated up to \$413,000 to be expended on capital improvements. This includes approximately \$313,000 in local property tax revenues and reserves, and \$100,000 in grant funding. The chart below shows anticipated annual expenditures proposed in the 2014-

2018 program. Capital expenditures can be expected to vary significantly from one year to the next.

FY14 Capital Funding Sources



Financing Methods

Hanover Township has limited financing options. These options include funding from current revenue, often referred to as pay-as-you-go. The vast majority of annual revenue to the Township is from local property tax revenue, the bulk of which funds operating expenses such as salaries and utilities. A larger portion of these funds could be set aside each year for capital expenditure purposes. A second option is to fund the improvements through the working fund reserves, which represent savings by the Township overtime in each of the Township's several funds.

Debt financing, often referred to as pay-as-you-use, is another option available for consideration. The Town Board has historically been reluctant to use this source of financing, except for short term borrowing. The Township is limited by state statute and practice from considering other forms of revenue including sales tax, impact fees, and significant user fees.

Another major source of revenue for financing capital projects are grants. The Township has successfully applied for several Community Development Block Grants from the federal government through Cook County. A variety of county, state, federal, and private grants are available for application and we have been actively pursuing these opportunities. A mixture of financing methods including current revenue, fund reserves, grants, and borrowing will likely be required for any significant projects.

FY14 Highlights

While the Capital Improvements Program anticipates expenditures over a five-year period, the immediate focus is on Fiscal Year 2013-2014, which is referred to as the Capital Budget. These projects are part of the operating budget that will be approved by the Town Board. In Fiscal Year 2014 the Town Board has allocated up to \$413,000 from the Capital Fund, with \$100,000 coming from grant funding to be expended on capital improvements. Funds are proposed to be budgeted for a total of four primary projects. Projects include improvements to the Izaak Walton property, Town Hall renovations, Senior Center solar and energy efficiency project, and reconstruction of the Town Hall parking lot.

Project Descriptions

Project: *Izaak Walton Property Improvements*



Description: The Township acquired the Izaak Walton League property in FY13. The property consists of 14 acres on wooded land that includes a lodge built in the 1940s. The primary use of the property will be for at-risk youth programming with other multi-use programming offered. The primary concern with the property is ADA compliance issues. The funding for this project will come from the Cook County Community Development Block Grant (CDBG) program. The funding proposal will include the installation of an elevator or significant improvements to access ramps as the building currently only has a narrow stairway to descend to the lower level, a central HVAC cooling system and duct work, and installation of automated handicapped accessible doors.

Project: *Township Hall Renovation*



Description: The farm house portion of the Town Hall dates back to the early 20th century, and existing building systems are becoming obsolete including HVAC, sprinklers, and design layout. As demand for space continues and building codes become more stringent a significant remodeling and/or construction of Town Hall facilities may become necessary to address resident expectation of service delivery. This project will require a space needs utilization analysis and in the interim will include updated flooring, paint, and energy efficient lighting among other upgrades.

Project: *Senior Center Solar & Energy Efficiency Project*



Description: The solar and energy efficiency project is a concerted effort by Hanover Township to ensure that taxpayer resources can be conserved through a reduction in energy utilization while simultaneously benefiting the environment through reducing the Township's carbon footprint. A small scale solar project will help to offset a small portion of the Senior Center's electricity usage while also serving as a highly visible demonstration of the technology to residents. Efficiency measures such as Demand Control Ventilation (DCV) and retro-commissioning the Center's HVAC system has been projected to reduce energy usage by as much as 50%.

Project: *Parking Lot Reconstruction*



Description: The existing parking lot serving the Town Hall is in significant disrepair. Considerable reconstruction is required, including new asphalt paving, sealing, striping, and curb repair. In FY13, the lot around the Highway garages was reconstructed and in FY14 the parking lot in front of the Town Hall is scheduled to be reconstructed.

Project: *Parking Lot Expansion*



Description: At the request of Senior Center users and increased demand due to the build out of the lower level of the Senior Center, there is a possible need for expansion of the parking lot on the main Township campus. In consulting with an engineer, the lowest cost alternative is to add parking spaces on both sides of the connecting road between the Town Hall and Senior Center. This would add approximately 28 spaces.

Project: *Senior Center Parking Lot Reconstruction*



Description: The existing parking lot serving the Senior Center will be in need of significant repairs in the future. The parking lot originally constructed in 2004 included underground drainage which had lead to significant cracking, depressions, and other damage. The reconstruction would include new asphalt, sealing, and striping.

Project: *Town Hall RTU Replacement*



Description: The RTU (Roof Top Unit) is designed to supply a building with heat and air conditioning. The average life span of an RTU is roughly 15 to 20 years. In 2013 the Town Hall RTU will meet that age standard and at that time a determination will be made if and when a replacement is necessary.

Project: *Senior Center Flooring Replacement*



Description: The Senior Center was built in 2004 and opened to the public in 2005. The carpet in the main community areas including lobby, library, hallways to programming rooms, and Veterans Hall, will need to be replaced due to age and volume of foot traffic.

Recommendations

It is recommended that the Town Board consider each project individually and in context of the larger CIP. This would be an appropriate time to offer additional projects for inclusion in the CIP and/or deletions or amendments to the projects presented. The CIP is an advisory document providing the Town Board and administration direction in future fiscal year's capital budget development. Future years funding need not be fully addressed in the CIP, only in the capital budget of the effective fiscal year. It is anticipated that a variety of funding sources will be required to meet the CIP as presented including current revenues, grants, fund reserves, and possibly some form of borrowing. Please feel free to contact the Administrator's Office with any questions, comments, or inquiries regarding the information presented.

Hanover Township
5+ Year Capital Improvement Plan (CIP)
January 23, 2013

Project	FY14	FY15	FY16	FY17	FY18	FY19-FY30	Total
<i>Izaak Walton Property Improvements (CDBG)</i>	\$ 100,000						
<i>Town Hall Renovation</i>	\$ 35,000		\$ 250,000	\$ 250,000			
<i>Senior Center Solar & Energy Efficiency Project</i>	\$ 118,000						
<i>Parking Lot Reconstruction (Town Hall)</i>	\$ 120,000						
<i>Parking Lot Expansion</i>		\$ 50,000					
<i>Parking Lot Reconstruction (Senior Center)</i>			\$ 160,000	\$ 60,000			
<i>Town Hall RTU Replacement</i>		\$ 8,000		\$ 8,000			
<i>Senior Center Flooring Replacement</i>		\$ 30,000					
<i>Misc. Minor Improvements</i>	\$ 40,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Total Per Fiscal Year	\$ 413,000	\$ 113,000	\$ 435,000	\$ 343,000	\$ 25,000	\$ 25,000	\$ 1,354,000

Funding Summary	FY14	FY15	FY16	FY17	FY18	FY19-FY30	Total
<i>Grants</i>	\$ 100,000		\$ 50,000				
<i>Local property tax revenue</i>	\$ 313,000	\$ 113,000	\$ 385,000	\$ 343,000	\$ 25,000	\$ 25,000	
Total Funding	\$ 413,000	\$ 113,000	\$ 435,000	\$ 343,000	\$ 25,000	\$ 25,000	\$ 1,354,000



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING HANOVER TOWNSHIP TO APPLY FOR PROGRAM YEAR 2013
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

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

SECTION ONE: That a Request is hereby made to the County of Cook, Illinois for Community Development Block Grant ("CDBG") funds for Program Year 2013 in the amount of \$100,000 for the following project:

Project: Hanover Township "Izaak Walton Center" Improvement Project **Amount:** \$100,000

as identified in Hanover Township's CDBG 2013 Program Year application.

SECTION TWO: That the Township Supervisor is hereby authorized to sign the application and various forms contained therein, make all required submissions and do all things necessary to complete the application for the funds requested in Section 1 of this Resolution, a copy of which application is on file with the Clerk.

SECTION THREE: That the Township Supervisor is hereby authorized to certify that matching funds which have been identified as supporting its projects as set out within its application will be made available upon the approval of the projects by the County of Cook, Illinois or the prorated share thereof.

Dated this 11th day of February 2013

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk
[SEAL]

CERTIFICATION

I Katy Dolan Baumer, do hereby certify that I am the duly elected Clerk of the Township of Hanover, County of Cook, State of Illinois, and that the foregoing is a true, complete, exact, and correct copy of Resolution No. _____, "A Resolution Authorizing Hanover Township To Apply For Program Year 2013 Community Development Block Grant Funds", adopted, approved, and enacted by the Supervisor and Board of Trustees of Hanover Township at their meeting held February 11, 2013.

Dated this 11th day of February 2013

Katy Dolan Baumer, Clerk
Hanover Township
[SEAL]



MEMORANDUM

TO: HANOVER TOWNSHIP BOARD
FROM: JAMES C. BARR, TOWNSHIP ADMINISTRATOR
TOM KUTTENBERG, COMMUNITY RELATIONS MANAGER
SUBJECT: TOWNSHIP ENFORCEMENT OFFICERS INTERGOVERNMENTAL AGREEMENT
DATE: FEBRUARY 7, 2013

In April of 2011, Supervisor McGuire and staff met with Representative Ramey regarding an issue brought to our attention from several unincorporated residents relating to the violation of county ordinances. Residents would witness the violations and call the county requesting action, but it usually took several days for them to address the situation. As a result of the meeting, Representative Ramey, along with Representative Crespo, introduced HB2550, “allowing for the Township to appoint Township Enforcement Officers (TEO) that would be authorized to enforce county ordinances within areas of a county located within the Township pursuant to intergovernmental agreements between the respective county and Township.”

The bill was passed by both chambers and approved by Governor Quinn on August 12, 2011, thus becoming Public Act 097-0330. Since then, the Township has been meeting with the Cook County Board President’s Office and staff from the county Building and Zoning Department to finalize the intergovernmental agreement attached in the packet.

To summarize, below are several highlights from the agreement:

- The TEO(s) will only enforce the mutually agreed upon ordinances in the unincorporated areas of the Township
- The Township must submit the name(s) of the TEO(s) we propose to be authorized to the Cook County Building and Zoning Commissioner for his or her disapproval

- TEO(s) shall report, document and record their activities according to the rules and regulations adopted by the Township Board. All reports will be delivered to the Township Clerk and copies sent to the Township Administrator.
- TEO(s) shall forward records of violations of county ordinances to the Cook County Department of Building and Zoning for processing
- All TEO(s) shall undergo training provided by the Department of Building and Zoning within 30 days of such authorization and prior to any enforcement action.
- The county shall provide for the processing of citations and collection of fees
- The Township shall receive thirty (30) percent of the fines received from such citations

The Township Attorney and the Cook County State's Attorney's Office have both reviewed and approved the agreement. The Cook County Board of Commissioners is expected to approve the agreement later this month or next month.

Please feel free to contact me if you have any questions regarding agreement at 630-837-0301 or at jbarr@hanover-township.org.

RESOLUTION _____

**A RESOLUTION APPROVING
OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF
COOK AND HANOVER TOWNSHIP**

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

SECTION ONE: That the Intergovernmental Agreement between the County of Cook and Hanover Township relative to the enforcement of certain Cook County Ordinances by Township enforcement officers (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved, subject to approval by the Township Administrator and Township attorney.

SECTION TWO: The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township, following final approval thereof by the Township Administrator and Township attorney.

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

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: February 5, 2013

APPROVED: February 5, 2013

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on February 5, 2013, and approved on February 5, 2013, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF COOK AND
HANOVER TOWNSHIP OF COOK COUNTY**

This Agreement is entered into by and between the County of Cook, a body politic and corporate, ("County"), and Hanover Township of Cook County ("Township") (collectively, the "Parties").

RECITALS:

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

WHEREAS, 5 ILCS 220/3, entitled the Intergovernmental Cooperation Act, provides that any power or powers, privileges or authority exercised or which may be exercised by a public agency of this State may be exercised and enjoyed jointly with any other public agency of this State; and

WHEREAS, the County and the Township are units of government within the meaning of the Constitution of the State of Illinois, 1970, Article VII, Section 10 and public agencies within the meaning of the Intergovernmental Cooperation Act, having the power and authority to enter into an intergovernmental agreement; and

WHEREAS, the Township Code (60 ILCS § 1/100-10(d)) authorizes township enforcement officers ("TEOs") to enforce County Ordinances within areas of a county located within the township pursuant to intergovernmental agreements between the respective county and township to the extent authorized by said agreement; and

WHEREAS, the Township Code (60 ILCS 1/100-10(d-5)(1)) provides that enforcement of county ordinances under such intergovernmental agreements shall be in accordance with procedures adopted by the county and any applicable state law; and

WHEREAS, Article 13.2.4 of the 2001 Cook County Zoning Ordinance ("Zoning Ordinance") provides that the President and Cook County Board of Commissioners establish a program of promoting intergovernmental agreements to assist the County in

enforcement of certain provisions of the Cook County Building ordinance and the Zoning Ordinance; and

WHEREAS, the Township desires to assist the County in the enforcement of County ordinances in unincorporated areas of the Township through its TEOs as hereinafter provided;

NOW THEREFORE, in consideration of the promises, covenants, terms and conditions set forth in this Agreement, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS

The foregoing recitals are incorporated into and made a part of this Agreement by reference as if set forth fully herein.

SECTION 2. SERVICES PROVIDED BY THE TOWNSHIP

2.0 The Township TEOs shall enforce those provisions of the following ordinances mutually agreed to by Township and County: County Land Development Ordinance, Part II of the Cook County Code of Ordinances including Chapters 102 (Building and Building Regulations), 110 (Manufactured Homes and Trailers), 114 (Signs), 126 (Tree Preservation, Landscaping and Screening) and the Cook County Zoning Ordinance of 2001, as said Ordinances are amended from time to time (collectively, the "County Ordinances"), subject to the terms and conditions herein.

2.1 The Township shall notify the Building and Zoning Commissioner (the "Commissioner") of the name(s) of the Township TEO(s) it proposes be authorized to enforce the ordinances. The Commissioner, within thirty (30) days of such notice shall provide notice to the Township of his or her approval or disapproval of the TEO(s) which the Commissioner shall approve or disapprove in his or her sole and absolute discretion. Notwithstanding the forgoing, the Township Board of Trustees shall determine the job duties (in addition to duties required of said TEOs hereunder) of the Township TEOs who shall report directly to the Township and be under the supervision of the Township. The Commissioner, in his or her sole and absolute discretion, shall have the authority to determine that a TEO(s) may no longer be permitted to enforce

County Ordinances. In such case the Commissioner shall provide notice to the Township that the TEO(s) is no longer authorized to enforce County Ordinances. Following receipt of such notice, the Township shall promptly inform the TEO(s) that he or she is no longer permitted to enforce County Ordinances under this Agreement.

2.2 TEOs shall report, document and record their activities according to rules and regulations adopted by the Township Board. All reports shall be delivered to the Township Clerk, and copies of said reports shall also be provided to the Township Administrator.

2.3 TEOs shall forward records of violations of County Ordinances to the Cook County Department of Building and Zoning for processing.

2.4 All TEOs authorized to enforce County ordinances pursuant to this Agreement shall undergo training provided by the Department of Building and Zoning within 30 days of such authorization and prior to any enforcement action.

SECTION 3. SERVICES PROVIDED BY THE COUNTY

3.0 The County shall provide for the adjudication of all County Ordinance citations issued hereunder through the County’s Department of Administrative Hearings.

3.1 The County shall provide for the processing of citations and collection of fees pursuant to this Agreement through the County’s Revenue Department.

3.2 The County shall provide training for all authorized TEOs within 30 days of authorization and prior to any enforcement action by the TEOs.

3.3 Notwithstanding any provision herein to the contrary, the County shall have the sole and absolute authority and discretion to determine whether or not to prosecute any alleged County Ordinance violations hereunder.

SECTION 4. FINANCIAL

4.0 The County’s Revenue Department shall keep an accounting of all citation revenues attributable to citations issued by TEOs hereunder.

4.1 Within thirty (30) days of the end of each County fiscal quarter, the County shall issue a check to the Township for fines received during that fiscal quarter resulting from citations issued by TEOs hereunder arising out of violations of the County Ordinances (as defined above) based upon the following:

4.1a The Township shall receive thirty (30) percent of the fines received from such citations.

4.1b The County shall retain the remainder of all revenue generated from such citations.

4.2 The provisions set forth in Section 4.1 shall survive the expiration or termination of this Agreement.

SECTION 5. TERM and TERMINATION

This Agreement shall commence when approved by the Cook County Board of Commissioners and shall continue in full force and effect until such time that either party provides notice of termination as provided herein.

Either party may terminate this Agreement with or without cause at any time by providing the other party with thirty (30) days prior written notice of such termination. In addition, the Parties may terminate this Agreement by mutual consent and agreement. However, the termination of this Agreement shall not relieve either party of any obligation and/or duty existing at the time of said termination.

SECTION 6. LIABILITY, RESPONSIBILITY AND AUTHORITY

To the fullest extent permitted by law, each party shall indemnify, save, defend and hold harmless the other party, and the indemnified party's, officials, officers, employees and volunteers (collectively, the "Indemnified Parties") from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney's fees for which the Indemnified Parties, or any of them, may become obligated or liable by reason of any accident, bodily injury, death of person, or loss or damage to tangible property, or civil and/or constitutional

infringements or rights (specifically including the Federal Civil rights statutes) but only to the extent caused by any negligent and/or wrongful act and/or omission of the indemnifying party and/or any of its officials, officers and/or employees. Notwithstanding any provision herein to the contrary, in no event shall a party hereunder be required to indemnify any Indemnified Parties or Indemnified Party for any negligent and/or wrongful act and/or omission of the Indemnified Parties or Indemnified Party.

SECTION 7. GENERAL PROVISIONS

7.1 AMENDMENT TO THE AGREEMENT

Any terms or conditions of this Agreement and attached exhibits may be deleted or altered only by written amendment to this Agreement duly executed by the Parties.

7.2 GOOD FAITH

The Parties agree to perform their obligations under this Agreement in good faith.

7.3 SEVERABILITY

To the extent a court of competent jurisdiction shall determine that any part or provision of this Agreement is unenforceable as a matter of law, such part or provision of the Agreement shall be deemed severable and the remainder of the Agreement shall survive.

7.4 INTERPRETATION

Any headings of the Agreement are for convenience of reference only and do not define or limit the provisions thereof. Words of gender shall be deemed and construed to include correlative words of other genders. Words importing the singular shall include the plural and vice versa, unless the context shall otherwise indicate. All references to any such person or entity shall be deemed to include any person or entity succeeding to the rights duties, and obligations of such person or entity in accordance with the terms and conditions of the Agreement.

7.5 ASSIGNMENT/BINDING EFFECT

Neither party hereto may assign its rights and duties hereunder except upon prior written consent of the other party. The Agreement shall be binding upon and inure to the benefit of the party hereto and their respective assigns, legal representatives and successors in interest.

7.6 WAIVER OF BREACH

If a party waives a breach of any provision of this Agreement by the other party, that waiver will not operate or be construed as a waiver of any subsequent breach by said party or prevent the non-breaching party from enforcing such provisions.

7.7 MERGER CLAUSE; AMENDMENT

This Agreement sets forth all of the entire understanding of the parties relative to the subject hereof and superseded any and all prior Agreements, express or implied, oral or written. No amendment or modification of the Agreement shall be effective unless reduced to writing and executed by the Parties.

7.8 COUNTERPARTS

This Agreement may be executed in several counterparts each of which shall be an original and all of which shall constitute by one and the same instrument.

7.9 COMPLIANCE WITH ALL LAWS

The Parties shall at all times observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies, which may in any manner affect the performance of this Agreement.

7.10 GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. The parties agree that venue shall only be proper in a court of competent jurisdiction located within the County of Cook, Illinois.

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

- i. The mailing of the notices by regular and by certified mail, return receipt requested, shall be effective three days after mailing.
- ii. Notice by overnight courier shall be effective after delivery to such courier, except Sundays and holidays.
- iii. Notice by messenger shall be effective when served personally on the addressee.
- iv. Notice by facsimile shall be effective as of date and time of facsimile transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 A.M. to 5:00 P.M. Chicago time). In the event fax notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

C. Notice as provided herein does not waive service of summons.

D. Either party may change the place of notice by sending written notice to the other party.

7.13 COOPERATION WITH INSPECTOR GENERAL

The Township shall have the duty to cooperate in the conduct of any investigation undertaken by the Office of the Independent Inspector General (OIIG) in accordance with section 2-285 of the OIIG Ordinance. (Cook County, Ill., Ordinances, 07-O-52 (2007)). Any refusal to cooperate with the OIIG as required by the OIIG Ordinance shall subject Township to penalty as outlined in Section 2-291 of the OIIG Ordinance.

7.14 NO THIRD PARTY BENEFICIARIES AND/OR WAIVER OF IMMUNITIES.

A. Notwithstanding any provisions herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to

acknowledge, establish or impose any legal duty to any third party. Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township, Cook County and/or any of their respective officials, officers, employees, volunteers, members, and/or agents as to any liability whatsoever; such immunities and privileges are expressly reserved.

B. Notwithstanding any provisions herein to the contrary, the insurance company, self insurance pool, risk provider, self insured party, or similar entity of the party providing any indemnification hereunder shall be allowed to raise, on behalf of the party, any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to any defense contained within the Illinois Governmental and Governmental Employee Tort Immunity Act (745 ILCS 10/1-101, et. seq.).

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS THEREOF, the Parties have hereunder affixed their respective hands and seals on the day and year below written.

COOK COUNTY EXECUTION: The undersigned, on behalf of the County of Cook, Illinois, a body politic and corporate of the State of Illinois, hereby accepts the foregoing Intergovernmental Agreement:

Toni Preckwinkle
President, Cook County Board of Commissioners

Attest:

David Orr
Cook County Clerk

Dated: _____

HANOVER TOWNSHIP EXECUTION: The undersigned, on behalf of Hanover Township, a body politic and corporate of the State of Illinois, hereby accepts the foregoing Intergovernmental Agreement:

Brian P. McGuire,
Hanover Township Supervisor

Dated: _____

ATTEST:

Katy Dolan Baumer,
Hanover Township Clerk

Dated: _____

Approved as to Form:

Assistant State's Attorney
Cook County State's Attorney's Office