



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Regular Meeting of Town Board**  
*May 20<sup>th</sup>, 2014*  
**7:00 PM**

**A G E N D A**

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
  - A. Veterans Honor Roll – SGT Earnest L. Broadnax
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
  - F. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
  - A. Regular Meeting Minutes of April 22, 2014
  - B. Appointments to the Hanover Township Senior Citizen Services Committee
  - C. Consideration of Employee Annual Health Insurance and Ancillary Benefits Renewal
- VIII. New Business
  - A. Executive Session Meeting Minutes of April 22, 2014
  - B. Regular Meeting Minutes of May 6, 2014
  - C. Resolution Approving a Professional Services Agreement with Hitchcock Design Group for Izaak Walton Reserve Planning
  - D. Consideration of Township Liability Insurance Renewal
- IX. Executive Session
- X. Other Business
- XI. 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.**



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

**NAME:** Earnest L. Broadnax

**ADDRESS:** 823 Jay St.

**CITY/ZIP CODE:** Elgin, IL 60120

**PHONE #:** S 630 - 220-5031

**DATE OF BIRTH:** 7-30-35

**BRANCH OF SERVICE:** U.S.M.C.

**HIGHEST RANK ATTAINED:** Sgt.

**YEARS OF SERVICE: FROM** 1955 **TO** 1966

**MEDALS AWARDED OR OTHER CITATIONS:**  
Good conduct

**INJURIES:** Rt. Elbow

**Comments:** Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

*Brian P. McGuire*

Supervisor

# DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for April 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2014	FYTD 2013
<i>Passports</i>	293	219	293	219
Photo fees	\$855	\$315	\$855	\$315
Fee deposits	\$5,930	\$5,282.36	\$5,930	\$5,282.36
<i>Fishing/Hunting licenses</i>	22	6	22	6
<i>Handicap Placards</i>	16	4	16	4
<i>Cook County vehicle stickers</i>	0	0	0	0
<i>Voter Registration</i>	0	0	0	0
<i>Human Resources Requests</i>	183	150	183	150
<i>New Employee Orientations</i>	2	1	2	1
<i>Technology work orders</i>	37	24	37	24
<i>Resident Contacts</i>	1,988	1,794	1,988	1,794
<i>Percent of Budget Expended</i> (8% of year)	4.2%	4.6%	4.2%	4.6%
<i>Grant application submissions</i>	0	1	0	1

## Department Highlights:

- Administrative Services coordinated the major medical insurance underwriting with all full-time staff and continued work on reviewing quotes and plan options.
- Management Analyst interviews were conducted. A pool of candidate was interviewed and the top three participated in panel second round interviews. Amy Kauflouz accepted the position and will begin in the position at the end of May.
- Cook County performed an audit of Community Development Block Grant funds that were used for the lower level build out. They reviewed the Township financial records pertaining to the building and had no additional findings.
- Participated in meetings with firms for the Lacy Park playground replacement. Along with Facilities and Maintenance, all options were reviewed to determine the best options for moving forward with the project.
- Ongoing work to fill open positions with the Senior Committee and the Mental Health Board. Interviews were conducted by the Administrator and Supervisor of Mental Health Board candidates.
- Met with Kane County Credit Union to discuss programs, partnerships and employee benefits. The Kane County Credit Union will do a lunch and learn in June to discuss programs available at no cost to employees.

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# OFFICE OF THE ASSESSOR

Report for April 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2015	FYTD 2014
<i>Administration</i>				
Office visits	280	213	280	213
Building permits processed	290	196	290	196
Sales recording	46	130	46	130
Change of Name*	3	7	3	7
Property tax appeals	-	-	0	0
Certificate of Errors	12	28	12	28
Property location updates	0	0	0	0
New owner mailings	0	124	0	124
Long time occupants*	0	1	0	1
<i>Exemptions</i>				
Homeowner exemptions	11	11	11	11
Senior home owner exemptions	89	62	89	62
Senior freeze exemptions*	58	155	58	155
Miscellaneous exemptions	18	24	18	24
<i>Foreclosures</i>	24	33	24	33

\* Denotes notary requirement

## Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. April had a total of 12 visitors after 4:30pm.
- We have a total of 1236 e-mails on our contact list. 5 e-mails were added this month.
- Foreclosures April 2014 49%. Foreclosures April 2013 54%.
- Cook County cutoff for filing 2013 exemptions was April 29, 2014. All exemptions filed for 2013 and previous years must now be filed as a Certificate of Error.
- Joseph Berrios announced that the Assessor's branch office in Rolling Meadows will close permanently May 30, 2014.
- On April 4, our office hosted a CCTAA training class for our in-house Assessor's computer program. The training class was held in the Senior Center's computer lab and lunch was enjoyed afterwards in Downey Hall. Six townships were represented.

### *Office of the Assessor Mission Statement:*

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

# OFFICE OF COMMUNITY HEALTH

Report for April, 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2015	FYTD 2014
<i>Appointments</i>				
ProTimes	22	29	22	29
TB skin test	10	11	10	11
Cholesterol	7	22	7	22
Pharmaceutical Assistance Programs	1	5	1	5
Miscellaneous labs	7	17	7	17
Wellness Screening (BP, diabetes, anemia)	17	NC	17	NC
Other (health questions, exams, injections, etc.)	35	64	35	64
<i>Clinic Clients</i>				
Senior Center/home visits	88	NC	88	NC
Astor Avenue	11	20	11	20
Elgin Office/ Izaak Walton Center	5	8	5	8
Offsite clinics	3	13	3	13
Total clients (unduplicated)	80	NC	80	NC
<i>Public Education &amp; Health Promotion</i>				
Media coverage	4	3	4	3
Informational seminars & programs	8	2	8	2
Program Participants	65	NC	65	NC
<i>Primary Care Provider Support</i>	10	6	10	6
<i>Phone Triage</i>	493	335	493	335
<i>Embracelet Program</i>	0	2	0	2

## Department Highlights

- April 1<sup>st</sup> and 8<sup>th</sup> the Community Health Nurse held a showing of the HBO documentary, Weight of the Nation, with a discussion on obesity following the viewing.
- April 2<sup>nd</sup>, 3<sup>rd</sup>, and 9<sup>th</sup> Director and Community Health Nurse attended and completed Senior Health Insurance Program Training.
- April 9<sup>th</sup> the Director attended the Supervisor’s Community Service Awards at the Bartlett Fire Barn.
- April 10<sup>th</sup> the Office of Community Health held a seminar on stress management using Tai Chi, presented by Bloom Wellness Center.
- April 13<sup>th</sup> the Director attended the Bartlett Police Department Open House and provided blood pressure screenings and information about community health services.
- April 17<sup>th</sup> the Office of Community Health hosted a men’s health breakfast with Senior Services and had guest speaker Dr. Schuster, a urologist from St. Alexius Medical Center, talk about prostate cancer and screening.
- April 22<sup>nd</sup> the Director and Community Health Administrative Assistant participated in 2<sup>nd</sup> round panel interviews for the Management Analyst position.
- April 24<sup>th</sup> the Director met with the Director of Community Relations, Emergency Services, City of Elgin, and Elgin Police at the Izaak Walton Center for the final walk through for the inaugural Hanover Township Sprint to Spring 5k.

*Office of Community Health Mission Statement:*

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

# OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for April, 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2014	FYTD 2014
<i>Website Visits</i>	7,846	7,743	7,846	87,401
<i>Facebook Likes</i>	12	0	672	665
<i>Media Releases</i>	8	3	8	63
<i>Veteran Contacts</i>	N/A	N/A	-	58
<i>Total Veterans served</i>	N/A	N/A	-	43
<i>Total Resident Contacts (Elgin office)</i>	110	207	110	1,740

## Department Highlights

- Met with various architect design groups regarding a property proposal for the 8-acres along Poplar Creek of IWCR property.
- CVA staff attended Senior Volunteer Luncheon on April 17.
- CVA staff conducted ongoing meetings with website companies for the redesign of the Township website.
- CVA staff attended the Supervisor's Community Service Awards on April 9.
- CVA staff met with sign companies to design signs for the Township's three reserves.
- CVA staff joined Administrator Barr at the Senator Cullerton Bartlett Meet and Greet on April 21.
- CVA staff participated in Management Analyst interviews on April 22.
- CVA staff attended the Principal of the Year Award Reception on April 22.
- CVA staff participated in the 5k walk-through with the City of Elgin staff at the IWCR on April 24.
- CVA staff met with City of Elgin Parks Director regarding property and programming on April 24.
- Joined Supervisor McGuire, Trustee Caramelli and Administrator Barr in Springfield for the 2014 TOI Topics Day on April 30.

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# DEPARTMENT of EMERGENCY SERVICES



Report for April 2014

Service Provided	April 2014	April 2013	FYTD 2015	FYTD 2014
<b>Volunteers</b>				
Total Volunteers	32	33	32	33
New Volunteers	4	0	4	0
<b>Hours</b>				
Volunteer Detail hours	204.5		204.5	
Volunteer Work hours	22	249.5	22	249.5
Volunteer Training hours	182	95	182	95
<b>Total Volunteer hours</b>	<b>408.5</b>	<b>344.5</b>	<b>408.5</b>	<b>344.5</b>
<b>Details</b>				
Emergency call outs	4	6	4	6
Safety Patrols	2	4	2	4
Township events	2	0	2	0
Outside Township Events	2	0	2	0
Miscellaneous	1	2	1	2
<b>Total Details</b>	<b>11</b>	<b>12</b>	<b>11</b>	<b>12</b>

## Department Highlights

- Emergency Call outs:
  - HTES Personnel were called out on two occasion to provide Weatherspotting during inclement weather.
  - HTES Personnel were called out to provide traffic and lighting assistance for the Streamwood Police and Fire Departments for a structue Fire.
  - HTES Personnel were called out to provide traffic assistance by the Streamwood Police Department for a serious accident.
- Hanover Township Events:
  - HTES Personnel provided assistance to the Astor Avenue Spring Fling Party, the Mobile Food Pantry and to the HTES Open House.
- Outside Events:
  - HTES Personnel provided assistance to the Volunteer Palooza in Elgin and to the Good Friday event at St. Ansgar Church in Hanover Park.
- 5 HTES members were sworn in this month.
- 4 Corporals were promoted to Sergeant this month.

# DEPARTMENT OF FACILITIES & MAINTENANCE

Report for April 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2014	FYTD 2013
<i>Administration</i>				
Vehicle service calls	13	23	13	23
Work orders	55	49	55	49
Event set-ups/tear downs	171	177	171	177
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	3494	2,645	3494	2,645
Town Hall	6180	7,500	6180	7,500
Senior Center	29,540	31,802	29,540	31,802
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	116.50	460.80	116.50	460.80
Town Hall	720.82	854.63	720.82	854.63
Senior Center	3117.45	2248.32	3117.45	2248.32

## Department Highlights

- Continue renovations to Administration lobby looking for completion by May 30<sup>th</sup>
- Design and build 3 work stations Administration offices.
- Hired Architect for the elevator project and porch renovations Izaak Walton
- Hired Architect for the renovation of new park equipment for Lacy Park.
- Started interviewing for the Township mechanic position.
- Researching quotes for a lightning predictors for Lacy Park and Izaak Walton
- Continue the regular cycle of cutting grass at all the township reserves and facilities.
- Completed emergency lighting, panic buttons, and security cameras inspections.
- Started tree removal project at the Izaak Walton reserve.
- Found rotted wood on front of Highway garage removed all bad wood and will start the installation and painting of new siding soon.
- Stocked pond behind Senior Center with 50 3 inch koa fish to help with alga control.
- Completed all the set ups of tents and tables for the open house and 5k run at Izaak Walton.

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# HIGHWAY DEPARTMENT

Report for November, 2013

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2014	FYTD 2013
<i>Winter Season</i>				
Snow (inches)				
Salt (tons)	0	0	1780	943
Overtime hours				
<i>Spring Season</i>				
Branch pick-up (truckloads)				

## Department Highlights

- Continue monthly brush pick up service along with grass cutting for the season
- Fertilizing along with spring cleanup complete within township
- Tree removal and new plantings complete in Bridlewood
- Chapel Creek will be the new resurfacing project to begin early summer
- Spraying for noxious weed to begin shortly

*Hanover Township Mission Statement:*

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

# OFFICE OF THE MENTAL HEALTH BOARD

Report for April 2014

SERVICE PROVIDED	MARCH 2014	MARCH 2013	FYTD 2014	FYTD 2013
<i>Grant Funding</i>				
New clients	360	203	4,627	4,031
Ongoing Clients	494	739	NC	NC
Closed Cases	203	188	2,431	1,983
Prevention Programming Presentations	39	27	425	271
Number in audience	797	957	13,092	11,484
<i>TIDE</i>				
Participants	7	6	7	8
Rides	83	56	1,160	1,472
<i>Resource Center</i>				
Organizations providing services	5	5	5	5
Clients served	*36	31	*499	734

\*Two agencies not reporting.

## Department Highlights

- The Mental Health Board met on April 22 for their regularly scheduled meeting. They voted on the following items
  - The Board approved a \$4,296 capital grant request from Catholic Charities to purchase laptops for in-home assessments.
  - The Board approved a \$25,000 challenge grant request from Lutheran Social Services of Illinois for the Legacy Corps program. The Legacy Corp program provides respite services to veterans and their caregivers. They were previously given a \$15,000 grant award. The additional funds will help the program grow into its second year of services.
  - The Board reviewed the Greater Elgin Family Care Center site visit analysis. After a thorough discussion of the findings, the Board moved to reduce GEFCC grant award for FY15 psychiatric services from \$9,400 to \$4,700. Their FY15 grant award was contingent on a successful site visit.
- All FY15 grant administrative work was finalized for the next fiscal year. The online reporting website was updated to ensure smooth transition between funding cycles.
- The Human Services Coordinating Council meeting scheduled for April 12 was postponed due to weather. We are continuing to look at dates to reschedule that are combatable with the group. MHB member Jan Joerin announced she will be resigning from the Mental Health Board in August as she will be moving out of state. The Board thanked her for her service as she has been a integral part of establishing best practices and new initiatives for the board.
- Kristin Vana, the new Mental Health Board Manager will begin in the position the first week of May.

*Mental Health Board Mission Statement:*

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

# DEPARTMENT OF SENIOR SERVICES

Report for April 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2015	FYTD 2014
<i>Programming Division</i>				
Planned programs	223	203	223	203
Participants	1735	1643	1735	1643
Participants (unduplicated)	614	480	614	480
Wait listed (unduplicated)	70	85	70	85
Art & Computer classes	62	47	62	47
Art & Computer class participants	469	293	469	293
New volunteers	6	3	6	3
Total volunteers (unduplicated)	139	136	139	136
Volunteer hours reported	2123	1916	2123	1916
Meals Served	995	n/c	995	n/c
Meals delivered by volunteers	814	876	814	876
<i>Social Services Division</i>				
Clients served (unduplicated)	218	215	218	215
Clients served (duplicated)	307	407	307	407
Energy Assistance	24	18	24	18
Prescription drugs & health insurance assistance	60	89	60	89
Social Service programs	8	13	8	13
Social Service program participants	63	79	63	79
Lending Closet transactions	71	60	71	60
<i>Transportation Division</i>				
One way rides given	1767	1719	1767	1719
Individuals served (unduplicated)	249	228	249	228
New riders	13	17	13	17
Unmet requests for rides	26	24	26	24

## Department Highlights:

- Volunteer Recognition Luncheon celebrated the over two hundred fifty volunteers at “the Greatest Show on Earth”. The Seville was decorated as if it were under the big top with circus acts and prizes. Charmaine Schallmo, Naomi Walters-Lenoci and Beth Cooper won awards.
- The CEDA Request for Qualification was submitted on 4/25; the RFQ is required in order to be considered an intake site for CEDA utility assistance programs in the new program year.
- All Social Services staff completed CEDA PIPP Recertification training on 4/25. Residents are able to recertify benefits 5/1 - 8/1.
- Transportation has made significant head way in finessing the operation of the Ecolane dispatch software to better fit our Dial-A-Bus service. Four hours of conference call training was scheduled to specifically address our issues. A driving training session will be scheduled to address issues that arise from the drivers.
- Booth sales for the Spring Bake Sale & Craft Show amounted to \$600 as a fundraiser.
- An offer is pending for the bilingual/bicultural Social Services Specialist position.
- Lunch Bunch, Swedish American Museum, Chicago Theatre Tour, Ho Chunk Casino, Volo Auto Museum, French & Spanish, TRIAD, Chair Massages, Mixer, Earth Day, Chatueaux of France, Taste of Greece, Earth Day, Wood Carving, Instagram, Snapchat, Pottery Garden Stake.

### Senior Services Mission Statement:

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

# DEPARTMENT OF WELFARE SERVICES

Report for April, 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2015	FYTD 2014
<i>General Assistance</i>				
General Assistance clients	22	22	22	22
General Assistance appointments	53	59	53	59
Emergency Assistance appointments	29	11	29	11
Emergency Assistance approved	7	5	7	5
Crisis intake clients	163	228	163	228
Access to Care	2	14	2	14
<i>LIHEAP Applications/PIPP Recertifications</i>				
Office	83	44	83	44
Circuit Breaker	2	2	2	2
<i>Social Services</i>				
ComEd Hardships	3	4	3	4
Weatherization	6	Waitlist	6	Waitlist
<i>Food Pantry</i>				
Served (Households)	917	789	917	789
New applications	67	83	67	83
Food Donations	60	70	60	70
<i>Community Center Walk-Ins</i>	261	314	261	314

## Department Highlights:

- Met with Cook County Probation to discuss assisting with placement for court ordered Cook County probation through the Community Service Program.
- Hosted the annual Spring Bag Fill at the Senior Center. More than 30 seniors came out to fill more than 1000 bags with candy to be distributed at the spring party and food pantry at Astor Avenue.
- The Knights of Columbus hosted its annual spring party at Astor Avenue by providing donuts for our residents. An estimated 60 kids attended. The Easter Bunny was onsite to distribute candy bags and photo opportunities.
- Supervisors Community Service Award banquet was held on April 9<sup>th</sup> with 150 in attendance.
- Welfare Services staff attended GATI training in Rockford.
- Immanuel United Church of Christ of Streamwood sponsored a mobile pantry with more than 150 families in attendance.
- Employment Services had 12 placements in April.
- Welfare Services staff toured Wheeling Township to see how the Visual GA bar code system works. It is the intent of the department to have this system up and running in the food pantry by end of summer.
- Michelle Rojo is the newest addition to Welfare Services staff. Michelle is the part time bi-lingual Spanish receptionist.
- Job Clubs continue to be held the first and third Wednesday of each month beginning at 10am in Downey Hall.
- The after school snack program is ending on May 23<sup>rd</sup> and the summer lunch program is scheduled to begin June 9<sup>th</sup>. This program is provided through the Northern Illinois Food Bank at no charge and is open to all youth 18 years or younger. Auxiliary staff will operate the program Monday thru Friday from 11:30 – 1:00 through August 8<sup>th</sup>.
- River Cruise invitations and sponsorship letter will be mailed by June 1<sup>st</sup>. Please mark your calendars for Thursday, July 17<sup>th</sup> and Cruise on the Fox beginning at 5:30 for dinner.

### *Welfare Services Mission Statement:*

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

# DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for April, 2014

SERVICE PROVIDED	APRIL 2014	APRIL 2013	FYTD 2015	FYTD 2014
<i>Outreach &amp; Prevention</i>				
Open Gym participants	1639	1570	1639	1570
Open Gym participants (unduplicated)	492	495	492	495
Alternative to Suspension referrals	1	2	1	2
Alternative to Suspension participants	322	152	322	152
Alternative to Suspension participants (unduplicated)	94	60	94	60
<i>Clinical</i>				
Therapy clients	298	367	298	367
Therapy clients (unduplicated)	125	148	125	148
New clients (unduplicated)	10	6	10	6
Clinical hours	395	345	395	345
Group session participants	1477	1007	1477	1007
<i>Tutoring Participants</i>				
Total	310	291	310	291
Unduplicated	91	84	91	84

## Department Highlights:

- John Parquette, LCSW participated at School District U-46 Principal for the Day on April 4, 2014; he was principal at Hilltop Elementary School in Elgin.
- John Parquette, LCSW, participated on two Illinois PBIS statewide leadership conference calls on April 1 and April 8, 2014. The calls were to develop a mission statement for the PBIS parent and community engagement subgroup.
- John Parquette, LCSW, attended the Elgin High School Heroin Awareness Forum on April 2, 2014.
- Michael Cohen presented at Streamwood High School this year's job positions available for Student Government Day on April 9, 2014.
- John Parquette, LCSW attended the Hanover Township Supervisor's Community Service Awards Reception on April 9, 2014.
- Karen Low, LCPC, presented Township services and programs at the Elgin High School Community Resource Fair on April 12, 2014.
- Amanda Teachout participated at the Gail Borden Library's Volunteer-Palooza on April 12, 2014.
- John Parquette, LCSW, hosted the quarterly Executive Meeting for AITCOY on April 22, 2014.
- The Committee on Youth hosted their annual Principal of the Year Reception on April 22, 2014. This year's Principal of the Year was Lavonne Smiley of Tefft Middle School in Streamwood.
- John Parquette, LCSW, Amanda Teachout, and Alejandra Chacon participated in a community workshop on RTI (Response to Intervention) and diversity at Parkwood Elementary School on April 24, 2014.

### *Youth & Family Services Mission Statement:*

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

**Hanover Township**  
 Board Audit Report  
 From 5/7/14 to 5/20/14

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	116,481.11	496.90	116,978.01
Total Senior Center	13,076.75		13,076.75
Total Welfare Services	616.17		616.17
Total Road and Bridge	32,092.27		32,092.27
Total Mental Health Board	53,451.78	2,645.00	56,096.78
Total Retirement	0.00		
Total Vehicle	0.00		
Total Capital	3,223.09		3,223.09
Total All Funds	<u>218,941.17</u>	<u>3,141.90</u>	<u>222,083.07</u>

The above "Subtotal" column has been approved  
 for payment this 20th day of May 2014.

The above "Total" column has been approved  
 for payment this 20th day of May 2014.

\_\_\_\_\_  
 Supervisor

\_\_\_\_\_  
 Town Clerk

\_\_\_\_\_  
 Supervisor

\_\_\_\_\_  
 Town Clerk

\_\_\_\_\_  
 Trustee

1:53 PM

05/16/14

Accrual Basis

# Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>1103 - Senior Center - Revenue</b>					
<b>1103500 - Senior Programs</b>					
Check	05/13/2014	104862	Opal Waldman	Lyric Opera Refund	64.00
Check	05/16/2014	104993	Shirley Bartley	Marriott Theatre Refund	65.00
Check	05/16/2014	105009	Viola Hoarle	Casino Refund	36.00
Total 1103500 - Senior Programs					165.00
Total 1103 - Senior Center - Revenue					165.00
<b>1014 - Town Fund - Expenditures</b>					
<b>101CAP - Capital Expenditures</b>					
<b>1014410 - Equipment Purchases</b>					
Check	05/16/2014	104979	A1 Trophies & Awards, Inc	Inv# 15543 Entrance Board Signs	140.00
Total 1014410 - Equipment Purchases					140.00
<b>1014430 - Computer Equipment &amp; Software</b>					
Check	05/16/2014	104997	Current Technologies Corporation	Inv# 711298 Network Labor	1,852.50
Check	05/16/2014	104997	Current Technologies Corporation	Quote# 12702 Astor Server 24 Hour Protection Renewal	874.00
Check	05/16/2014	104997	Current Technologies Corporation	Quote# 12665 Issak Walton Server 24 Hour Renewal	479.00
Check	05/16/2014	104997	Current Technologies Corporation	Quote# 12658 Server Firewall Renewal	1,148.00
Total 1014430 - Computer Equipment & Software					4,353.50
Total 101CAP - Capital Expenditures					4,493.50
<b>101CHN - Community Health</b>					
<b>1014451 - Postage</b>					
Check	05/16/2014	105017	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage Charges	12.38
Total 1014451 - Postage					12.38
<b>1014452 - Office Supplies</b>					
Check	05/13/2014	104807	Hoch, Keely P	Relay for Life Supplies	16.43
Check	05/13/2014	104808	Brandes, Pamela	Relay for Life Supplies	34.64
Check	05/16/2014	105022	Staples	Inv# 3230287214 Ink/Cups/Drinking Water	101.11
Check	05/16/2014	105022	Staples	Inv# 3229489286 Copy Paper/Labels/Portfolio	115.44
Total 1014452 - Office Supplies					267.62
<b>1014453 - Printing</b>					
Check	05/13/2014	104840	Interact Business Products, LLC	Inv# 95121 Copy Charges	43.99
Total 1014453 - Printing					43.99
<b>1014459 - Professional Services</b>					
Check	05/13/2014	104809	Alexian Brothers Health System	Patient# G.9319 Lab Work	41.90
Total 1014459 - Professional Services					41.90
<b>1014465 - Medical Supplies</b>					
Check	05/13/2014	104856	PSS World Medical, Inc.	Inv# 98350894 Screening Supplies	94.36
Total 1014465 - Medical Supplies					94.36

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Accrual Basis

**Hanover Township  
Board Audit Report  
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Type	Date	Num	Name	Memo	Amount
Total 101CHN · Community Health					460.25
<b>101CVA · Community &amp; Veteran Affairs</b>					
<b>101CMA · Community Relations</b>					
<b>1014621 · Satellite Office Utilities</b>					
Check	05/13/2014	104821	Allied Waste Services	Acct# 3-0551-0097167 Monthly Charges	44.66
Check	05/13/2014	104825	City of Elgin	Acct# 413720-6423 Monthly Charges	14.49
Total 1014621 · Satellite Office Utilities					59.15
<b>1014623 · Satellite Office Phone &amp; Intrnt</b>					
Check	05/13/2014	104824	Comcast (IWC)	Acct# 8771 20 032 0786276 Monthly Charges April	159.85
Check	05/13/2014	104824	Comcast (IWC)	Acct# 8771 20 032 0786276 Monthly Charges May	159.85
Check	05/16/2014	104990	Kuttenberg, Thomas W	Monthly Cell Phone Reimbursement	50.00
Total 1014623 · Satellite Office Phone & Intrnt					369.70
<b>1014624 · Travel</b>					
Check	05/16/2014	104986	Monegato, Holly N	Mileage Reimbursement	57.69
Check	05/16/2014	104990	Kuttenberg, Thomas W	Mileage Reimbursement - Topics Day	229.39
Total 1014624 · Travel					287.08
<b>1014630 · Veteran Honor Roll</b>					
Check	05/16/2014	104992	A1 Trophies & Awards, Inc	Inv# 15433 Veterans Plate	4.00
Total 1014630 · Veteran Honor Roll					4.00
Total 101CMA · Community Relations					719.93
Total 101CVA · Community & Veteran Affairs					719.93
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Check	05/13/2014	104833	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	99.85
Total 1014802 · Equipment					99.85
<b>1014803 · Uniforms</b>					
Check	05/13/2014	104854	Ray O'herron Co., Inc.	Inv# 1413306 Uniform Shirt/Pants/Jacket	426.17
Check	05/16/2014	104987	Caleb Hanson	Uniform Tailoring- Patch Removal/Installation	24.00
Total 1014803 · Uniforms					450.17
<b>1014804 · Printing</b>					
Check	05/16/2014	105013	Kwik Print	Inv# 52311 Business Cards	38.60
Total 1014804 · Printing					38.60
<b>1014806 · Office Supplies</b>					
Check	05/16/2014	105022	Staples	Inv# 3228967806 Ink Cartridge	59.37
Total 1014806 · Office Supplies					59.37
<b>1014808 · Education &amp; Training</b>					
Check	05/16/2014	104989	Maurice Deenihan	CPR/AED/FA Course Completion Cards	120.00

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
Total 1014808 · Education & Training					120.00
<b>1014809 · Pre-Volunteer Screening</b>					
Check	05/13/2014	104860	Verify (XHANEM)	Inv# 873317 Background Checks (4)	64.00
Total 1014809 · Pre-Volunteer Screening					64.00
<b>1014810 · Travel</b>					
Check	05/16/2014	104988	Mike Smith	IESMA Conference Lodging Reimbursement (3 Nights)	258.72
Total 1014810 · Travel					258.72
<b>1014812 · Volunteer Appreciation</b>					
Check	05/16/2014	104995	Bartlett Volunteer Fire Association	Inv# 14501 Facility Rental - Swearing in Ceremony	150.00
Total 1014812 · Volunteer Appreciation					150.00
<b>1014814 · Communications</b>					
Check	05/13/2014	104834	Dupage Public Safety Communications	Inv# 15231 Annual Contract Fee for Dispatch Services	4,120.00
Total 1014814 · Communications					4,120.00
Total 101ES · ES - Expenditures					5,360.71
<b>101ISE · Insurance &amp; Employee Benefits</b>					
<b>1014503 · General Insurance</b>					
Check	05/16/2014	104985	TOIRMA	Annual General Liability Insurance Premium	77,255.00
Total 1014503 · General Insurance					77,255.00
<b>1014504 · Dental, Vision &amp; Life Insurance</b>					
Check	05/16/2014	105014	NCPERS	Unit# 5785 Policy Coverage	10.88
Total 1014504 · Dental, Vision & Life Insurance					10.88
<b>1014513 · Employee Wellness</b>					
Check	05/16/2014	104998	CADR+	Inv# 11131 Consult a Doctor	56.00
Total 1014513 · Employee Wellness					56.00
Total 101ISE · Insurance & Employee Benefits					77,321.88
<b>101LEA · Legal &amp; Auditing</b>					
<b>1014502 · Legal Services</b>					
Check	05/16/2014	105012	Kopon Airdo, LLC	Inv# 190-0001-13849 Legal Fees	10,418.72
Check	05/16/2014	105012	Kopon Airdo, LLC	Inv# 190-0002-13850 Legal Fees	402.50
Total 1014502 · Legal Services					10,821.22
Total 101LEA · Legal & Auditing					10,821.22
<b>101MAIN · Facilities Maintenance</b>					
<b>1014202 · Office Supplies</b>					
Check	05/16/2014	105013	Kwik Print	Inv# 52311 Business Cards (2 Sets)	77.20
Total 1014202 · Office Supplies					77.20

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>1014208 · Housekeeping Contract</b>					
Check	05/13/2014	104841	JaniKing	Inv# 005140294 Contract Billing	325.00
Check	05/13/2014	104841	JaniKing	Inv# 4141691 Credit for April Invoice	-50.00
Total 1014208 · Housekeeping Contract					275.00
<b>1014209 · Building Contracts</b>					
Check	05/13/2014	104836	Fox Valley Fire & Safety	Inv# 831399 Sprinkler Inspection	324.00
Check	05/13/2014	104836	Fox Valley Fire & Safety	Inv# 831416 Fire Alarm Inspection	274.00
Check	05/13/2014	104849	Orkin Pest Control (Senior)	Inv# 92566500 Pest Control - Senior	68.90
Check	05/13/2014	104850	Orkin Pest Control (IWC)	Inv# 992566689 Pest Control - IWC	55.00
Check	05/13/2014	104851	Orkin Pest Control (Town)	Inv# 92566499 Pest Control - Town	63.60
Total 1014209 · Building Contracts					785.50
<b>1014210 · Building Maintenance - Town</b>					
Check	05/13/2014	104843	J.C. Licht	Inv# 1256-12119968 ES Paint/Supplies	153.51
Check	05/16/2014	105004	Grainger	Inv#9435665667 Air Filters (24)	139.32
Check	05/16/2014	105023	The Home Depot	Paint/Paint Supplies	108.13
Check	05/16/2014	105023	The Home Depot	Door Stops/Bungee Cord/Bricks	72.64
Total 1014210 · Building Maintenance - Town					473.60
<b>1014213 · Equipment Maintenance - Town</b>					
Check	05/13/2014	104840	Interact Business Products, LLC	Inv# 95113 Copy Charges	109.49
Total 1014213 · Equipment Maintenance - Town					109.49
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	05/13/2014	104846	Midwest Electrical Service Center	Inv# 80144 Balance Due on Oven Repair	176.00
Total 1014214 · Equipment Maintenance - Senior					176.00
<b>1014215 · Equipment Maintenance - Astor</b>					
Check	05/13/2014	104857	Platinum Electric Supply	Inv# 119003 LED Surface Mount	155.48
Total 1014215 · Equipment Maintenance - Astor					155.48
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	05/13/2014	104822	Bartlett Tire	Inv# 71703 Tire Repair	24.72
Check	05/13/2014	104848	O'Reilly Auto Parts	Supplies	11.18
Total 1014218 · Vehicle Maintenance - Town					35.90
<b>1014222 · Trash Removal - Town</b>					
Check	05/13/2014	104821	Allied Waste Services	Acct# 3-0551-6013270 Monthly Charges	184.61
Total 1014222 · Trash Removal - Town					184.61
<b>1014223 · Trash Removal - Senior</b>					
Check	05/13/2014	104821	Allied Waste Services	Acct# 3-0551-6000579 Monthly Charges	176.37
Total 1014223 · Trash Removal - Senior					176.37
<b>1014224 · Trash Removal - Astor</b>					
Check	05/13/2014	104821	Allied Waste Services	Acct# 3-0551-6013274 Monthly Charges	151.17

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
Total 1014224 · Trash Removal - Astor					151.17
<b>1014225 · Grounds/Reserve Maintenance</b>					
Check	05/13/2014	104820	A to Z Rentals	Inv# 74631 IWC Roller Rental/Pothole Repair	191.40
Check	05/13/2014	104855	Plote Construction, Inc.	Inv# 180622 IWC Asphalt	152.00
Total 1014225 · Grounds/Reserve Maintenance					343.40
<b>1014229 · Equipment Maintenance - Izaak</b>					
Check	05/16/2014	105021	Sam's Club (Town 0487 6)	IWC Securitiy Camera	149.98
Total 1014229 · Equipment Maintenance - Izaak					149.98
Total 101MAIN · Facilities Maintenance					3,093.70
<b>101PAN · Pantry</b>					
<b>1014161 · Utilities</b>					
Check	05/13/2014	104852	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	49.78
Check	05/13/2014	104853	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	69.93
Check	05/16/2014	105002	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	404.17
Total 1014161 · Utilities					523.88
Total 101PAN · Pantry					523.88
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	05/16/2014	104999	Call One	Acct# 1010-8140-0000 Monthly Charges	2,525.93
Total 1014402 · Telephone - Town					2,525.93
<b>1014403 · Utilities - Town</b>					
Check	05/13/2014	104861	Village of Bartlett	Acct# 51470 Water/Sewer	137.55
Total 1014403 · Utilities - Town					137.55
Total 101THE · Town Hall Expense					2,663.48
<b>101TOE · Town Office Expense</b>					
<b>1014404 · Office Supplies</b>					
Check	05/13/2014	104830	Cartridge World	Inv# 4733 Ink Cartridges (2)	109.98
Check	05/16/2014	104979	A1 Trophies & Awards, Inc	Inv# 15543 Name Badge/Plate (2)	37.95
Check	05/16/2014	104992	A1 Trophies & Awards, Inc	Inv# 15528 Name Badge/Plate	17.95
Check	05/16/2014	105022	Staples	Inv# 3230287217 Stapler/Ink/Pens	78.55
Check	05/16/2014	105022	Staples	Inv# 3228967806 Clipboard	4.71
Total 1014404 · Office Supplies					249.14
<b>1014406 · Printing</b>					
Check	05/16/2014	105011	Kwik Print	Inv# 52412 Business Cards	38.60
Total 1014406 · Printing					38.60
<b>1014408 · Salaries</b>					
Check	05/16/2014	105010	Job Giraffe	Inv# 00206119 Part Time Office Temp Help	76.16

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Type	Date	Num	Name	Memo	Amount
Total 1014408 · Salaries					76.16
<b>1014412 · Travel Expenses</b>					
Check	05/16/2014	104983	Barr, James C	Mileage Reimbursement TOI Topics Day- Springfield	240.91
Total 1014412 · Travel Expenses					240.91
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	05/16/2014	104984	Township Supervisors of Illinois	Annual Member Dues - B. McGuire	25.00
Check	05/16/2014	105025	Township Officials of Illinois	Member# T14009 TOI Dues	1,282.06
Total 1014414 · Memberships, Subs & Publication					1,307.06
<b>1014420 · Pre-Employment Charges</b>					
Check	05/16/2014	105026	Verify (XHANOV)	Inv# 873319 Background Check	16.00
Total 1014420 · Pre-Employment Charges					16.00
<b>1014424 · Education &amp; Training</b>					
Check	05/16/2014	105024	Township Officials of Cook County	TOCC Spring Conference (4)	60.00
Total 1014424 · Education & Training					60.00
<b>1014429 · Miscellaneous</b>					
Check	05/16/2014	105021	Sam's Club (Town 0487 6)	Kitchen Supplies	31.89
Check	05/16/2014	105021	Sam's Club (Town 0487 6)	Account Charges	6.65
Total 1014429 · Miscellaneous					38.54
<b>1014530 · Financial Administration</b>					
Check	05/16/2014	105007	Governmental Accounting, Inc	Inv# 5663 Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
<b>1014531 · Community Affairs</b>					
Check	05/16/2014	105020	Signs by Tomorrow	Inv# 20016 Donor Banner	127.31
Total 1014531 · Community Affairs					127.31
<b>1014532 · Committee on Youth</b>					
Check	05/13/2014	104803	Beahan, Mary J	Principal of the Year Banquet Supplies	11.77
Total 1014532 · Committee on Youth					11.77
Total 101TOE · Town Office Expense					7,194.09
<b>104ASR · Assessor's Division</b>					
<b>1044405 · Office Supplies</b>					
Check	05/16/2014	105022	Staples	Inv# 3229489288 Toner/Pens/Liquid Paper	87.13
Check	05/16/2014	105022	Staples	Inv# 3229489289 Toner	225.49
Total 1044405 · Office Supplies					312.62
Total 104ASR · Assessor's Division					312.62
<b>109YFS · Youth &amp; Family Services</b>					
<b>109ADM · Administration &amp; Clinical</b>					

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>1094614 · Printing</b>					
Check	05/13/2014	104814	Kwik Print	Inv# 52339 Business Cards/Envelopes	164.50
Total 1094614 · Printing					164.50
<b>1094618 · Psychiatric Backup</b>					
Check	05/16/2014	104991	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	455.00
Total 1094618 · Psychiatric Backup					455.00
<b>1094619 · Office Supplies</b>					
Check	05/16/2014	105015	Quill Corporation	Inv# 2626100 Copy Paper	36.34
Check	05/16/2014	105015	Quill Corporation	Credit # 568198	-15.24
Total 1094619 · Office Supplies					21.10
<b>1094620 · Community Affairs</b>					
Check	05/13/2014	104812	Robl, Jared R	Taft Group Meeting Supplies	100.73
Check	05/13/2014	104813	Spunt, Sarah B	Streamwood High School Study Supplies	37.96
Total 1094620 · Community Affairs					138.69
<b>1094623 · Travel</b>					
Check	05/13/2014	104803	Beahan, Mary J	Mileage Reimbursement	5.09
Check	05/13/2014	104804	Low, Karen	Mileage Reimbursement	85.88
Check	05/13/2014	104805	Santiago, Rocio	Mileage Reimbursement	67.80
Check	05/13/2014	104811	Aister, Deanna J	Mileage Reimbursement	47.46
Check	05/13/2014	104812	Robl, Jared R	Mileage Reimbursement	32.77
Check	05/13/2014	104813	Spunt, Sarah B	Mileage Reimbursement	40.68
Total 1094623 · Travel					279.68
Total 109ADM · Administration & Clinical					1,058.97
<b>109OUT · Outreach &amp; Prevention</b>					
<b>1094627 · Open Gym Program.</b>					
Check	05/13/2014	104815	Bartlett Sports	Inv# 3432 Open Gym Tee-Shirts (5)	55.00
Check	05/13/2014	104816	School District U-46	Summer Open Gym Rental Fees (3 Sites)	2,480.64
Check	05/13/2014	104816	School District U-46	Inv# 3600 Window Replacement - Parkwood	112.05
Check	05/16/2014	105016	PSS World Medical, Inc.	Inv# 98148690 Bandages/Cold Packs	119.07
Total 1094627 · Open Gym Program.					2,766.76
<b>1094644 · Travel</b>					
Check	05/13/2014	104806	Teachout, Amanda A	Mileage Reimbursement	152.55
Check	05/13/2014	104810	Cohen, Michael J	Mileage Reimbursement	34.47
Total 1094644 · Travel					187.02
Total 109OUT · Outreach & Prevention					2,953.78
Total 109YFS · Youth & Family Services					4,012.75
Total 1014 · Town Fund - Expenditures					116,978.01

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>1104 - Senior Center - Expenditures</b>					
<b>1104ADM - Administration</b>					
<b>1104517 - Salaries</b>					
Check	05/13/2014	104858	Social Work p.r.n., Inc.	Inv# 17772 Social Work Temp Staffing	1,650.00
Total 1104517 - Salaries					1,650.00
<b>1104524 - Utilities</b>					
Check	05/13/2014	104827	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	2,918.22
Check	05/13/2014	104861	Village of Bartlett	Acct# 62447 Water/Sewer Senior Center	187.46
Check	05/13/2014	104861	Village of Bartlett	Acct# 63818 Water/Sewer Runzel Reserve	15.90
Total 1104524 - Utilities					3,121.58
<b>1104527 - Equipment</b>					
Check	05/16/2014	105022	Staples	Inv# 3230287215 Keyboard	14.99
Total 1104527 - Equipment					14.99
<b>1104528 - Office Supplies</b>					
Check	05/13/2014	104840	Interact Business Products, LLC	Inv# 93298 Copy Charges	122.31
Check	05/16/2014	105022	Staples	Inv# 3230287216 Ink/Copy Paper/Binders/Dividers	471.32
Check	05/16/2014	105022	Staples	Inv# 3230287213 Credit	-104.99
Check	05/16/2014	105022	Staples	Inv# 3230287212 Credit	-57.49
Check	05/16/2014	105022	Staples	Inv# 3230287211 Credit	-30.39
Total 1104528 - Office Supplies					400.76
<b>1104529 - Postage</b>					
Check	05/16/2014	105017	Pitney Bowes Purchase Power	Acct# 8000-9090-0080-1105 Postage Charges	541.45
Total 1104529 - Postage					541.45
<b>1104533 - Printing</b>					
Check	05/13/2014	104840	Interact Business Products, LLC	Inv# 95121 Copy Charges	124.19
Total 1104533 - Printing					124.19
Total 1104ADM - Administration					5,852.97
<b>1104NUT - Nutrition</b>					
<b>1105551 - Food</b>					
Check	05/13/2014	104837	Get Fresh Produce, Inc	Inv# 1592781 Nutrition Program	100.05
Check	05/13/2014	104837	Get Fresh Produce, Inc	Inv# 1590879 Nutrition Program	296.53
Check	05/13/2014	104838	Gordon Food Service	Inv# 156495346 Nutrition Program	441.62
Check	05/13/2014	104838	Gordon Food Service	Nutrition Program Account Charges	73.80
Check	05/16/2014	105005	Get Fresh Produce, Inc	Inv# 1600665 Nutrition Program	187.02
Check	05/16/2014	105005	Get Fresh Produce, Inc	Inv# 1597772 Nutrition Program	244.68
Check	05/16/2014	105005	Get Fresh Produce, Inc	Inv# 1595903 Nutrition Program	122.79
Check	05/16/2014	105005	Get Fresh Produce, Inc	Inv# 1596307 Nutrition Program	13.95
Check	05/16/2014	105006	Gordon Food Service	Inv# 156716051 Nutrition Program	641.10
Check	05/16/2014	105006	Gordon Food Service	Credit 5284457	-10.30
Check	05/16/2014	105006	Gordon Food Service	Inv# 156606589 Nutrition Program	1,294.29

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## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
Total 1105551 · Food					3,405.53
<b>1105553 · Supplies</b>					
Check	05/13/2014	104847	Mickey's Linen	Inv# 48216 Linens	67.04
Check	05/16/2014	105006	Gordon Food Service	Inv# 156716051 Nutrition Program Supplies	82.55
Total 1105553 · Supplies					149.59
Total 1104NUT · Nutrition					3,555.12
<b>1104SOC · Social Services</b>					
<b>1104515 · Programming</b>					
Check	05/16/2014	104982	Todd Donnelly	Summer Celebration Entertainment Deposit	100.00
Check	05/16/2014	105019	Starlight Tours	Four Winds Casino (48)	1,728.00
Check	05/16/2014	105021	Sam's Club (Town 0487 6)	Tea/Towels/Cups/Coffee Supplies/	458.01
Check	05/16/2014	105021	Sam's Club (Town 0487 6)	Coffee Supplies/Creamer/Cups	411.50
Total 1104515 · Programming					2,697.51
<b>1104520 · Volunteer Services</b>					
Check	05/13/2014	104817	Richard Bayer	Home Delivered Meals Mileage Reimbursement	34.16
Check	05/13/2014	104831	Charles Coleman	Home Delivered Meals Mileage Reimbursement	26.88
Check	05/16/2014	105000	Beth Cooper	Home Delivered Meals Mileage Reimbursement	16.80
Check	05/16/2014	105018	Phil Roth	Home Delivered Meals Mileage Reimbursement	45.36
Total 1104520 · Volunteer Services					123.20
<b>1104532 · Visual Arts</b>					
Check	05/13/2014	104823	Blick Art Materials	Inv# 2963454 Art Materials	236.41
Check	05/13/2014	104839	Hobby Lobby	Program Supplies	19.95
Check	05/16/2014	104994	Blick Art Materials	Inv# 2982995 Art Materials	47.28
Total 1104532 · Visual Arts					303.64
Total 1104SOC · Social Services					3,124.35
<b>1104TRN · Transportation</b>					
<b>1104512 · Volunteer Express</b>					
Check	05/13/2014	104832	Sue Mattioli	Volunteer Express Mileage Reimbursement	26.32
Total 1104512 · Volunteer Express					26.32
<b>1104518 · Vehicle Maintenance</b>					
Check	05/13/2014	104828	Carquest Auto Parts Stores	Oil Filters/Gloves	77.66
Check	05/13/2014	104842	Kammes Auto & Truck Repair, Inc.	Inv# 115090 Vehicle Inspection	250.45
Check	05/13/2014	104848	O'Reilly Auto Parts	Filler Kit	15.90
Check	05/13/2014	104848	O'Reilly Auto Parts	Respirator	8.98
Total 1104518 · Vehicle Maintenance					352.99
Total 1104TRN · Transportation					379.31
Total 1104 · Senior Center - Expenditures					12,911.75

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# Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024EMP · Employment Services</b>					
<b>2024218 · Travel &amp; Training</b>					
Check	05/16/2014	105008	Grimes, Sean M	Mileage Reimbursement	39.17
Total 2024218 · Travel & Training					39.17
Total 2024EMP · Employment Services					39.17
<b>2024HOM · Home Relief</b>					
<b>2024116 · Catastrophic Insurance Premium</b>					
Check	05/13/2014	104863	Allied Benefit Systems, Inc.	Inv# 12735 Medical Assistance Catastrophic Insurance (Balance Due)	577.00
Total 2024116 · Catastrophic Insurance Premium					577.00
Total 2024HOM · Home Relief					577.00
Total 2024 · Welfare Services - Expenditures					616.17
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034702 · Insurance</b>					
Check	05/16/2014	104985	TOIRMA	Annual General Liability Insurance Premium	28,574.00
Total 3034702 · Insurance					28,574.00
<b>3034711 · Utilities</b>					
Check	05/13/2014	104826	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	165.59
Total 3034711 · Utilities					165.59
<b>3034712 · Miscellaneous</b>					
Check	05/16/2014	104996	Business Card - Bank of America	Staff Lunch	34.99
Total 3034712 · Miscellaneous					34.99
Total 3034ADM · Administration					28,774.58
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	05/16/2014	105023	The Home Depot	Blacktop Patch/Ladder/Kwikset Keys	637.70
Total 3034602 · Operating Supplies & Materials					637.70
<b>3034603 · Gasoline</b>					
Check	05/13/2014	104859	Village of Bartlett - Fuel	Inv# 2969 Fuel	1,674.93
Total 3034603 · Gasoline					1,674.93
<b>3034610 · Street Lighting</b>					
Check	05/13/2014	104829	Com Ed 051	Acct# 5619024051 Monthly Charges	31.84
Check	05/16/2014	105001	Com Ed 152	Acct# 0045120152 Monthly Charges	279.01
Total 3034610 · Street Lighting					310.85

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05/16/14

Accrual Basis

## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
Total 3034ROD · Road Maintenance					2,623.48
<b>303EQM · Equipment</b>					
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	05/13/2014	104819	Acme Truck Brake & Supply Co.	Inv# 240720091 Wheel Nut/Wheel Spacer/Wheel Clamp	178.20
Check	05/13/2014	104819	Acme Truck Brake & Supply Co.	Credit Inv# 24073011 Credit Wheel Clamp	-79.02
Check	05/13/2014	104820	A to Z Rentals	Inv# 74367 Stump Cutter Rental	115.50
Check	05/13/2014	104828	Carquest Auto Parts Stores	Terminal Protector	2.48
Check	05/13/2014	104835	Friendly Ford, Inc	Inv# 180289 Connector/Air Clamp	67.96
Check	05/13/2014	104844	Martin Implement Sales, Inc	Inv# A33400 Parts/Display	98.56
Check	05/13/2014	104845	Monroe Truck Equipment	Inv# 5267994 Reverse Cylinder	310.53
Total 3034609 · Maintenance Vehicles & Equip					694.21
Total 303EQM · Equipment					694.21
Total 3034 · Road & Bridge - Expenditures					32,092.27
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054012 · Office Supplies</b>					
Check	05/16/2014	104979	A1 Trophies & Awards, Inc	Inv# 15543 Name Badge/Name Plate	17.95
Total 5054012 · Office Supplies					17.95
Total 5054ADM · Administration					17.95
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	05/16/2014	104976	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Water/Sewer	50.20
Total 5054210 · Utilities					50.20
<b>5054213 · Janitorial</b>					
Check	05/16/2014	104980	JaniKing	Inv# 05140497 Contract Billing	414.00
Total 5054213 · Janitorial					414.00
<b>5054217 · Capital Improvements</b>					
Check	05/16/2014	104981	Staples	Inv# 3229489285 Office Chairs (5)	549.75
Total 5054217 · Capital Improvements					549.75
<b>5054250 · Building Maintenance</b>					
Check	05/16/2014	104978	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	43.25
Total 5054250 · Building Maintenance					43.25
<b>5054286 · Agency Support Services</b>					
Check	05/16/2014	104977	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	55.36
Total 5054286 · Agency Support Services					55.36
Total 5054COM · Community Resource Center					1,112.56

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Accrual Basis

## Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
<b>5054SVC - Service Contracts</b>					
<b>5054107 - Open Door Clinic</b>					
Check	05/16/2014	104972	Open Door Clinic	AIDS/Mental Health Outreach	1,250.00
Total 5054107 - Open Door Clinic					1,250.00
<b>5054129 - Day One Network</b>					
Check	05/16/2014	104967	DayOneNetwork	Community Access	1,875.00
Total 5054129 - Day One Network					1,875.00
<b>5054130 - Northwest Casa</b>					
Check	05/16/2014	104963	Northwest CASA	Counseling Services	540.75
Total 5054130 - Northwest Casa					540.75
<b>5054132 - Ecker Therapy Services</b>					
Check	05/16/2014	104968	Ecker Center for Mental Health	Outpatient Therapy Services	18,250.00
Total 5054132 - Ecker Therapy Services					18,250.00
<b>5054135 - Ecker Center / PEP</b>					
Check	05/16/2014	104968	Ecker Center for Mental Health	Psychiatric Emergency Grant	1,250.00
Total 5054135 - Ecker Center / PEP					1,250.00
<b>5054140 - Maryville Academy Casa Salama</b>					
Check	05/16/2014	104971	Maryville Academy	Casa Salama	6,250.00
Total 5054140 - Maryville Academy Casa Salama					6,250.00
<b>5054141 - Shelter Inc Healthy Families</b>					
Check	05/16/2014	104974	Shelter, Inc	Healthy Families	3,000.00
Total 5054141 - Shelter Inc Healthy Families					3,000.00
<b>5054148 - FSA Youth</b>					
Check	05/16/2014	104964	Family Svc Assoc of Greater Elgin	Child and Adolescent Services	5,625.89
Total 5054148 - FSA Youth					5,625.89
<b>5054149 - FSA Adult</b>					
Check	05/16/2014	104964	Family Svc Assoc of Greater Elgin	Adult Mental Health Services	2,275.13
Total 5054149 - FSA Adult					2,275.13
<b>5054156 - Epilepsy Foundation</b>					
Check	05/16/2014	104969	Epilepsy Foundation	West Suburban Outreach	250.00
Total 5054156 - Epilepsy Foundation					250.00
<b>5054160 - Summit Center</b>					
Check	05/16/2014	104975	Summit Center	Early Learning Center	3,000.00
Total 5054160 - Summit Center					3,000.00
<b>5054165 - Alexian Bros - Outpatient Psych</b>					
Check	05/16/2014	104965	Alexian Mental Health Center	Outpatient Psychiatric Services	2,645.00

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05/16/14

Accrual Basis

# Hanover Township Board Audit Report May 7 - 20, 2014

Type	Date	Num	Name	Memo	Amount
Total 5054165 · Alexian Bros - Outpatient Psych					2,645.00
<b>5054166 · PADS of Elgin</b>					
Check	05/16/2014	104973	PADS of Elgin	Emergency Shelter	5,000.00
Total 5054166 · PADS of Elgin					5,000.00
<b>5054169 · GEFCC - Case Mgmt</b>					
Check	05/16/2014	104970	Greater Elgin Family Care Center	Case Management	2,125.00
Total 5054169 · GEFCC - Case Mgmt					2,125.00
<b>5054170 · GEFCC - Post Partum</b>					
Check	05/16/2014	104970	Greater Elgin Family Care Center	Post Partum Depression Intervention	1,250.00
Total 5054170 · GEFCC - Post Partum					1,250.00
<b>5054201 · Journeys Hope Center</b>					
Check	05/16/2014	104966	Journey from PADS to HOPE	Hope Counseling Center	379.50
Total 5054201 · Journeys Hope Center					379.50
Total 5054SVC · Service Contracts					54,966.27
Total 5054 · Mental Health - Expenditures					56,096.78
<b>8084 · Capital Projects - Expenditures</b>					
<b>8084415 · Senior Center Energy &amp; Solar</b>					
Check	05/16/2014	105003	dbHMS	Inv# 7618 Senior Center Retro Commissioning Services	1,745.00
Total 8084415 · Senior Center Energy & Solar					1,745.00
<b>8084425 · Building &amp; Perm Improvements</b>					
Check	05/16/2014	105023	The Home Depot	Admin Lobby Trim/Tape/Studs/Lumber/Sawhorse/Baseboards/Paint/Drywall	1,478.09
Total 8084425 · Building & Perm Improvements					1,478.09
Total 8084 · Capital Projects - Expenditures					3,223.09
<b>TOTAL</b>					<b>222,083.07</b>



Hanover Township  
Senior Citizens' Services Committee Application

Name Ruth Beckner Date \_\_\_\_\_  
Address 147 Taylor City Bartlett  
Email ruth147@aol.com  
Phone 630-921-8125  
630-837-8125 home

Tell us about yourself

Career Experiences:

Spec. Secretary  
Special Education Adm. Secretary - 30 yrs for  
I have subbed for U-46 for 13 yrs and I U-46  
still do.

Why do you want to serve on this committee?

To get involved with the seniors  
To have input in the programs and trips

What contributions do you feel you can make?

My experience as a secretary and  
my involvement with Hanover Twp and  
community

Special Interests:

I love to travel, play bridge and golf, gardening  
and knitting.

Volunteer experience:

Hanover Twp Mental Health Bd - 15 yrs, volunteer at  
Bartlett Library and am Membership Chair for the  
Friends of the Library, Scholarship Chair for the  
Bartlett Woman's Club and Ticket Chair for their  
Yearly Fashion Show. I am a member of U-46 Citizens  
Advocacy Comm serving on their Special Education  
and Enrollment and Facilities Comm. Volunteer for Special  
Olympics Golf and Winter Sports Tournaments.

— over

I am a member of the Bartlett Historical Society and  
Arthur Bartlett singing in their Int. Chorus.

I mentor a student at Eastview Middle School  
once a week.

I volunteer on Duplicate Bridge Choir at Hanover  
Twp.

I have volunteered for Amer Cancer Relay for  
Life for over 10 yrs now held at Hanover Twp.

I also volunteer at Sherman Hosp every Fri.



Hanover Township  
Senior Citizens' Services Committee Application

Name Douglas Buczkowski Date 12-31-13  
Address 937 Maple CT City Bartlett  
Email \_\_\_\_\_  
Phone 630-837-9129

Tell us about yourself

Career Experiences:

Self-employed in transportation  
" renovate homes  
" SALES / real estate, et al

Why do you want to serve on this committee?

offer input to keep the club viable

What contributions do you feel you can make?

I have a great interest in music  
my talent is also in rehab, homes  
and restoring

Special Interests:

saxophone, singing, pool (billiards),  
plumbing, electrical work

Volunteer experience:

teaching, helping with home repairs

out of Twp.



Hanover Township  
Senior Citizens' Services Committee Application

Name Georgene Kodwards  
Address 28 So. Oltendorf Rd  
Email N/A  
Phone 630-540-1661

Date 12/20/13  
City Streamwood

Tell us about yourself

Career Experiences:

Secretary for Schaumburg Public Works  
for 11 years.

Why do you want to serve on this committee?

To be more involved

What contributions do you feel you can make?

Ideas & suggestions

Special Interests:

Volunteering

Volunteer experience:

3 yrs. helping Wriggs on Golf Rd. 3 mornings  
a week. Helping Habitat for Humanity, one summer.  
Helping Harps for one summer on Old Sutter Rd.



Hanover Township  
Senior Citizens' Services Committee Application

Name BARBARA ESTRADA Date 1-14-14  
Address 1310 E. Kennedy Dr. City STREAMWOOD  
Email BARBARA.WNDY@AOL.COM  
Phone 1-630-289-5802

Tell us about yourself

Career Experiences:

Approximately 40 years experience in mechanical & electrical assembly production, About 5 years of office work. You @ Heating & A/C company.

Why do you want to serve on this committee?

I have the time & to be more involved in my community. I have benefited from the senior center & this is an opportunity to give back.

What contributions do you feel you can make?

My time & ideas.

Special Interests:

Volunteering, Streamwood Woman's Club

Volunteer experience:

3 years at St. Alexis Hospital. Positive Action Group at the senior center. Volunteer projects through the Streamwood Woman's Club.



Hanover Township  
Senior Citizens' Services Committee Application

Name Mrs. Beth Marshall Date 3-10-14  
Address 310 S. Liberty St City Edgin  
Email \_\_\_\_\_  
Phone 847-468-1602

OUT OF  
TOWNSHIP

Tell us about yourself

Career Experiences:

Factory, Craft Store, Data Entry, custom sev.  
IWD.

Why do you want to serve on this committee?

What contributions do you feel you can make?

I'm free to do things, & to help people

Special Interests:

Crafts, Pets, Helping people

Volunteer experience:

Data Entry, gift shop, doing IWD.



Hanover Township  
Senior Citizens' Services Committee Application

Name Barbara Mulliken Date 1/20/2014  
Address 314102 Wds-feld Rd City Elgin 60120  
Email j.mull51238@aol.com  
Phone 847-697-0988

Tell us about yourself

Career Experiences: <sup>(retired)</sup>  
Former employee of U.S. Government Accounting Office (GAO)

Why do you want to serve on this committee?  
Bring representation to Elgin and Hoffman Estates.

What contributions do you feel you can make?  
My varied interests & experiences in the sports, cultural and entertainment arenas

Special Interests:  
Involving Elginites and others in the Senior Center.

Volunteer experience:  
League of Women Voters; moderator of Candidate Forums  
AAWW  
Junior Service Board  
Elgin History Museum



HANOVER TOWNSHIP  
SENIOR CITIZENS' SERVICES COMMITTEE APPLICATION

Date: July 10, 2013

NAME: Leona Sedlack a/k/a Lee

ADDRESS: 812 Wicker Ave.

CITY: Streamwood ZIP: 60107 PHONE: 630-837-2082

Career Experiences:

Over 30 years in Banking, starting at age 17, for the Federal Reserve Bank in Chicago. I was a teacher in the infant/toddler room for Alexian Brothers Childcare center. I enjoy talking to people and being of service.

Why do you want to serve on this committee?

I have been an active member of Hanover Township since 2001 when my husband passed away. It has given me a place to enjoy my life and not be alone. I have lived in Streamwood since 1969.

The contributions I can bring to the board are that I am an active member and know many of the seniors. I have been involved in all the variety shows, and Streamwood parades. I served on the Program committee for over 2 years. I am a regular server at the Supper clubs. I make all the movie posters. I have been an escort for some of the senior trips. I am involved with the Positive Action Group. In the past I have taken art classes, computer classes and exercise classes. I attend many of the senior trips. I feel I have knowledge of what goes on at the center. I especially enjoy the trips that are offered.

Life experiences: I enjoy being part of a group of active seniors, it gives me purpose to wake up every day and know I have a place to come to.

Special Interests:

I enjoy fixing things, helping people and being active in the community. Traveling, Eating out and the Theatre.

Organizations/Volunteer Organizations:

I have volunteered at Streamwood's Summer Celebration, Support our Troops, Positive Action, Alexian Brothers Medical Center in the Gift Shop, TOPS, as well as many volunteer activities in the Senior Center.

January 16, 2014

Hanover Township Senior Citizens Services Committee  
County of Cook

I would like to reapply for a 3 year term on the Senior Citizens Services Committee. Attached is my previous application. I have enjoyed my term on the board and it has given me many new opportunities to serve the committee.

Please consider my re-application.

Thank You.

A handwritten signature in cursive script that reads "Leona Sedlack". The signature is written in dark ink and is positioned above the printed name.

Leona (Lee) Sedlack



Hanover Township  
Senior Citizens' Services Committee Application

Name LARRY ZISMAN  
Address 1530 LAUREL OAKS DR  
Email LZ14778144@AOL.COM  
Phone 630-497-1088

Date 12/8/13  
City STREAMWOOD

Tell us about yourself

Career Experiences:

RETIRED. WHEN I WORKED I WAS A MFG REP  
IN INDUSTRIAL ELECTRONICS

Why do you want to serve on this committee?

I WAS TREASURER FOR THREE YEARS  
AND I WISH TO CONTINUE FOR ANOTHER TERM

What contributions do you feel you can make?

I ALREADY HAVE THE KNOWLEDGE REQUIRED FOR TREASURER

Special Interests:

Volunteer experience:

TREASURER FOR THREE YEARS

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**  
**Steve Caramelli**  
**Howard K. Krick**

Administrator  
**James C. Barr, MPA**

May 16, 2014

To: Hanover Township Board

From: James C. Barr, Township Administrator  
Suzanne Powers, Assistant Township Administrator 

Re: Major Medical Coverage – June 1, 2014 to March 31, 2015

In April, the Township received the renewal rates from United Healthcare, (UHC). For the past four years, the Township has provided major medical insurance through UHC. The initial rate offer increased by 29.5% due to changes to UHC internal rate structure with the implementation of the Affordable Care Act and numerous high claims within our employee group. Along with the changes, UHC no longer offers the current plans utilized by the Township.

Some major considerations for the major medical coverage period have involved keeping plan options as similar to current offerings as possible; maintaining a variety of plan types, and keeping premium costs as low as possible. Currently the Township offers three plans: a Participating Provider Option, a Small Network Participating Provider Option, and a High Deductible Health Plan PPO, coupled with a Health Savings Account. Currently, only two employees are enrolled in the High Deductible Health Plan.

With the significant change in costs and plan options, Candos Insurance Agency conducted an employee benefit census and requested quotes from Blue Cross Blue Shield of Illinois (BCBSIL), Humana, and Aetna. After undergoing a full underwriting process with BCBSIL and Aetna, it was determined they would not be viable options for the Township due to their high rates. Humana presented more favorable rates but less desirable plan options that would significantly increase the out of pocket expenses for employees. However, with the favorable Humana rate, Candos Insurance Agency was able to go back to UHC to negotiate plan rates at which UHC responded with a reduced increase of 25.2%.

A thorough review of UHC comparable plan choices and options for the Township began and it was found that with a change in plan choices coupled with the UHC rate reduction, the overall cost increase could be reduced to 8.78%. The Township would offer a P.P.O. with the large Choice Plus network, another P.P.O. with a smaller CORE network, and the Navigate H.M.O., instead of offering the High Deductible plan with low utilization. The plan types are not as generous as last year's coverage and depending on the plan may include a reduction in coinsurance, higher out of pocket expenses, or a higher deductible. However, these modifications would reduce the overall increase while still offering above average plan options for employees. Also, by including an adjustment to the prescription benefit plan to \$10/\$35/\$60 from \$10/\$30/\$50, the Township was able to further reduce the overall premiums. A summary analysis of the plan changes is attached.

It is staff's recommendation to continue providing benefits through UHC in 2014/2015. While UHC's plan offerings will change significantly, there are three strong plan choices for employee selection available. We also believe that more employees will migrate to the H.M.O. plan which may contribute to further reduction in costs. After looking thoroughly at other insurance providers, UHC offered the best plan options with the lowest increase of 8.28%.

Further, staff recommends eliminating the High Deductible Health Plan with the \$1,200 Township contribution towards the individual deductible due to low utilization and to continue with the \$2,400 annual waiver for eligible staff to waive the option of joining our major medical plan.

Candos Agency also received quotes from vendors for ancillary benefits – dental, vision, and life coverage. Initial quotes showed a 6% increase in dental, 8.17% increase in vision, and 15.24% increase in life coverage. After an extensive analysis of current plan options and vendor quotes, staff recommends staying with MetLife for dental as they were able to reduce the increase in costs to 2%. In addition, staff recommends moving to EyeMed for vision and Dearborn National (a subsidiary of BCBS) for life coverage. EyeMed's monthly quote came in 6.10% under last year's rate. Dearborn National rate offer was also under last year's rates by 26.58%. A summary of this analysis is attached.

Should you have any questions or concerns, please do not hesitate to contact Suzanne Powers at [spowers@hanover-township.org](mailto:spowers@hanover-township.org) or (630) 837-0301 ext. 2124. Thank you for your time and consideration on this matter.

6/1/2014

# Hanover Township

<b>Carrier</b>		<b>UnitedHealthcare®</b>							
		<b>Plan</b>	<b>PPO X6-O***</b>	<b>PPO 55-2</b>	<b>PPO CORE NN-P</b>	<b>PPO CORE 56-9</b>	<b>H.S.A. 20-A</b>	<b>Navigate HMO 53-4</b>	
Coinsurance		90/70%	80/60%	100/50%	100/80%	100/80%	100/0%		
Individual Deductible		\$250/500	\$0/5000	\$0/3000	\$500/5000	\$1500/3000	\$500/NA		
Family Deductible		\$750/1500	\$0/10,000	\$0/9000	\$1000/10,000	\$3000/6000 (1)	\$1000/NA		
Out of Pocket Limit**		\$1250/2500	\$2500/10,000	\$0/6000	\$2000/10,000	\$2500/5000	\$2000/NA		
Family Out of Pocket		\$3750/7500	\$5000/20,000	\$0/9000	\$4000/20,000	\$5000/10,000 (1)	\$4000/NA		
Doctor Co-Pay (OV/SV)		\$25 / \$45	\$20 / \$40*	\$25 /\$25	\$20 / \$40*	Ded, then 100%	\$20 / \$40		
Urgent Care Co-pay		\$75	\$75	\$75	\$75	Ded, then 100%	\$75		
Emergency Room Co-pay		\$150	\$250, then ins pays 80%	\$150	\$300	Ded, then 100%	\$300		
Prescription Drugs		\$10/30/50	\$10/35/60	\$10/30/50	\$10/35/60	Ded, then \$10/30/50	\$10/35/60		
Lifetime Maximum		Unlimited		Unlimited		Unlimited			
Network		Choice Plus		CORE		Choice Plus	Navigate HMO		
Web Address		<a href="http://www.myuhc.com">www.myuhc.com</a>		<a href="http://www.myuhc.com">www.myuhc.com</a>		<a href="http://www.myuhc.com">www.myuhc.com</a>			
<b>**Includes Deductible</b>									
<b>Medical Rate:</b>		<u><b>Current</b></u>	<u><b>Revised 5/13</b></u>	<u><b>Current</b></u>	<u><b>Revised 5/13</b></u>	<u><b>Current</b></u>	<u><b>Revised 5/13</b></u>		
Employee Only	13	\$569.23	\$656.12	14	\$537.50	\$589.28	6	\$497.16	\$545.12
Employee/Spouse	2	\$1,195.38	\$1,377.85	3	\$1,128.77	\$1,237.51	0	\$1,044.04	\$1,144.75
Employee/Child	2	\$978.08	\$1,128.53	3	\$924.51	\$1,013.57	1	\$855.12	\$937.61
Family	1	\$1,719.08	\$1,981.49	2	\$1,623.26	\$1,779.64	1	\$1,501.42	\$1,646.27
<b>Total</b>	<b>18</b>	<b>\$13,465.99</b>	<b>\$15,523.81</b>	<b>22</b>	<b>\$16,931.36</b>	<b>\$18,562.44</b>	<b>8</b>	<b>\$5,339.50</b>	<b>\$5,854.60</b>
<b>Current</b>	<b>\$36,887.11**</b>								
<b>Renewal</b>	<b>\$39,940.85</b>								
<b>Increase</b>	<b>8.28%</b>								

\*If you use a specialist in the "Designated" Network, the copayment will be reduced to \$20.

\*\*Current Monthly Rate determined by actual plan enrollment in recent months

\*\*\*Plans X6-O, NN-P and 20-A are no longer available as of the renewal. The Township must select from UHC's new plan offering.

Coverage highlights are provided for easy-to-follow comparative purposes only and should not be relied on as absolute.

For details of coverage provisions, limitations, conditions and exclusions, please refer to the health carriers plan design or your policy.

# Hanover Township

2013-2014

## Current Contribution Model with United Healthcare

PPO							Employee
	Single	ES	EC	Family			Contribution
Premium	\$569.23	\$1,195.38	\$979.08	\$1,719.08	Single	18	\$8,196.84
Hanover Twp.	<b>\$455.38</b>	<b>\$799.76</b>	<b>\$680.80</b>	<b>\$1,087.80</b>	ES	3	\$2,399.28
Employee	\$113.85	\$395.62	\$298.28	\$631.28	EC	0	\$0.00
					Family	2	\$2,175.60
							<b>\$12,771.72</b>
CORE							
	Single	ES	EC	Family			
Premium	\$537.50	\$1,128.77	\$924.51	\$1,623.26	Single	14	\$6,396.18
Hanover Twp.	<b>\$456.87</b>	<b>\$811.64</b>	<b>\$689.09</b>	<b>\$1,108.34</b>	ES	5	\$4,058.20
Employee	\$80.63	\$317.13	\$235.42	\$514.92	EC	2	\$1,378.18
					Family	2	\$2,216.68
							<b>\$14,049.24</b>
H.S.A.							
	Single	ES	EC	Family			
Premium	\$497.16	\$1,044.04	\$855.12	\$1,501.42	Single	1	\$397.73
Hanover Twp.	<b>\$397.73</b>	<b>\$698.51</b>	<b>\$594.61</b>	<b>\$950.07</b>	ES	0	\$0.00
H.S.A. Dep.	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	EC	1	\$594.61
Employee	\$99.43	\$345.53	\$260.51	\$551.35	Family	0	\$0.00
					H.S.A.	2	\$200.00
							<b>\$1,192.34</b>
<b>Monthly Cost to Hanover Township</b>							<b>\$28,013.30</b>

<b>Total Annual Expense Incurred by Hanover Township for the Medical Plan</b>	<b>\$336,159.60</b>
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## New Contribution Model with United Healthcare

PPO							2014-2015
	Single	ES	EC	Family			Employee
							Contribution
Premium	\$656.12	\$1,377.85	\$1,128.53	\$1,981.49	Single	13	\$6,823.65
Hanover Twp.	<b>\$524.90</b>	<b>\$921.85</b>	<b>\$784.72</b>	<b>\$1,253.85</b>	ES	2	\$1,843.70
Employee	\$131.22	\$456.00	\$343.81	\$727.64	EC	2	\$1,569.44
					Family	1	\$1,253.85
							<b>\$11,490.64</b>
CORE							
	Single	ES	EC	Family			
Premium	\$589.28	\$1,237.51	\$1,013.57	\$1,779.64	Single	14	\$7,012.43
Hanover Twp.	<b>\$500.89</b>	<b>\$889.83</b>	<b>\$755.46</b>	<b>\$1,215.10</b>	ES	3	\$2,669.48
Employee	\$88.39	\$347.68	\$258.11	\$564.54	EC	3	\$2,266.39
					Family	2	\$2,430.21
							<b>\$14,378.50</b>
HMO							
	Single	ES	EC	Family			
Premium	\$545.12	\$1,144.75	\$937.61	\$1,646.27	Single	6	\$2,780.11
Hanover Twp.	<b>\$463.35</b>	<b>\$823.13</b>	<b>\$698.85</b>	<b>\$1,124.04</b>	ES	0	\$0.00
Employee	\$81.77	\$321.62	\$238.76	\$522.23	EC	1	\$698.85
					Family	1	\$1,124.04
							<b>\$4,603.00</b>
<b>Monthly Cost to Hanover Township</b>							<b>\$30,472.14</b>

<b>Total Annual Expense Incurred by Hanover Township for the Medical Plan</b>	<b>\$365,665.67</b>
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<b>Annual Increase to Hanover Township</b>	<b>\$29,506.07</b>
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8.78%



**Employee Benefit Summary**

<u>Medical</u>		<u>Increase</u>
June 2013 Monthly Rates*:	\$36,887.11	
Initial June 2014 UHC Renewal Rates*:	\$47,669.45	29.23%
Initial June 2014 UHC Renewal Rates with updated plans/Rx:	\$42,982.23	16.52%
June 2014 UHC Renewal Rates with updated plans/Rx, Rate Relief & Plan Migration	\$39,940.85	8.28%
 <u>Dental</u>		
June 2013 Monthly MetLife Rate**	\$2,937.80	
Initial June 2014 MetLife Renewal Rate**	\$3,128.54	6.49%
June 2014 MetLife Renewal Rate with Rate Relief	\$2,996.39	1.99%
 <u>Life</u>		
June 2013 Monthly MetLife Rate**	\$317.42	
Initial June 2014 MetLife Rate**	\$365.80	15.24%
June 2014 MetLife Renewal Rate with Rate Relief	\$321.55	1.30%
June 2014 Dearborn Nat'l Rate Offer	\$233.05	-26.58%
 <u>Vision</u>		
June 2013 Monthly VSP Rate**	\$481.16	
June 2014 Monthly VSP Rate**	\$520.48	8.17%
June 2014 Monthly EyeMed Rate**	\$451.80	-6.10%

\*based on current roster of 48 enrollees

\*\*based on current roster of 59 enrollees



I. Call to Order/Roll Call

Supervisor McGuire called the meeting to order at 7:01 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire. Absent: Trustee Burke.

Other Elected Official present was Assessor Smogolski.

Others present included Administrator James Barr, Assistant Administrator Suzanne Powers, Attorney Mike Airdo, Management Intern CJ Mikucki, and Streamwood High School Civics students.

II. The Supervisor invited everyone to stand and join him in the Pledge of Allegiance.

III. Town Hall

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

IV. Reports

A. Supervisor: Mr. McGuire congratulated Trustee Caramelli who joined him in running the “Sprint to Spring,” the Hanover Township event this past weekend at the Izaak Walton League facility. He reported that it was a wonderful event with over 170 runners. Staff is pleased with the turnout for this first-time event. Many residents stopped by for burgers and dogs, information on the Township, and a tour of the facility. Thanks to Director Smith and her team, and all departments who pitched in to make this event successful. Special thanks to the Emergency Services department, who were called out for service by Hanover Park for a traffic accident, then within a few hours, were back at the Izaak Walton League patrolling the event and participating in the after run activities. The City of Elgin waived the fees for the run, since we have come to the city’s aid numerous times, as a reciprocal action.

B. Clerk: Ms Dolan Baumer noted that the Budget & Appropriations have been filed.

C. Highway Commissioner: Commissioner Ochoa was not present this evening.

D. Assessor: Assessor Smogolski noted that the Rolling Meadows County Assessor’s office would be closing permanently. He has sent out information on the close to the email list, but Mr. McGuire urged him to include it in his article for the next Hanover Happenings newsletter.

E. Treasurer: A motion was made by Trustee Caramelli 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, Krick, Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer’s report was adopted.

F. Trustee Liaison Committee Highlights: Trustee Krick noted that the Principal of the Year COY event was very well done.

V. Bill Paying

Administrator Barr offered bills for approval for April 23, 2014 through May 6, 2014 incurred in FY14, as follows:

a. Town Fund	\$19,099.42
b. Senior Center Fund	18,397.69

c. Welfare Services	848.24
d. Road & Bridge Fund	813.71
e. Mental Health Board Fund	5,900.37
f. Capital Fund	<u>2,898.63</u>
Total All Funds:	<u>\$47,958.06</u>

A motion was made by Trustee Caramelli to approve the bills as presented for April 23, 2014 through May 6, 2014 incurred in FY14 in the amount of \$47,958.06 as presented; Trustee Krick seconded the motion. Roll call: Ayes: Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

Administrator Barr offered bills for approval for April 23, 2014 through May 6, 2014 incurred in FY15, as follows:

a. Town Fund	\$33,908.49
b. Senior Center Fund	30,941.86
c. Welfare Services	17,898.24
d. Road & Bridge Fund	17,999.41
e. Mental Health Board Fund	55,804.11
f. Vehicle Fund	207.00
g. Capital Fund	<u>433.90</u>
Total All Funds:	<u>\$157,193.01</u>

A motion was made by Trustee Krick to approve the bills as presented for April 23, 2014 through May 6, 2014 incurred in FY15 in the amount of \$157,193.01 as presented; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

VI. Unfinished Business: No unfinished business was discussed.

VII. New Business

- A. Regular Meeting Minutes of April 22, 2014: Clerk Dolan Baumer presented the regular meeting minutes of April 22, 2014 for review and approval. Supervisor McGuire asked that the Board consider postponing approval until the next meeting. A motion was made by Trustee Benoit to postpone approval of the meeting minutes of April 22, 2014, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Caramelli, Krick, and Benoit, and Supervisor McGuire. Motion carried.
- B. Appointments to the Hanover Township Mental Health Board: Trustee Caramelli made a motion to concur with the Supervisor's appointment of Missus Meghan Nelson, Kim Baffa, and Julia Thomas to the Hanover Township Mental Health Board; Trustee Benoit seconded the motion to concur with the appointments. Roll call: Ayes: Trustees Caramelli, Krick, Benoit, and Supervisor McGuire. Motion carried.
- C. Consideration of Employee Annual Health Insurance and Ancillary Benefits Renewal: Mr. Barr reported that this item is not ready to bring before the Board and asked the Board's indulgence to postpone the discussion until more information is available. Trustee Benoit made a motion to postpone the consideration of the employee annual health insurance and ancillary benefits; the motion was seconded by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Caramelli, and Krick, and Supervisor McGuire. Motion carried.
- D. Consideration of Township Board Meeting on November 4, 2014: A motion was made by Trustee Caramelli to cancel the November 4, 2014 Board meeting; Trustee Krick seconded the motion. Roll call: Ayes: Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire.

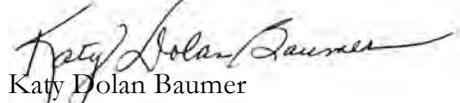
Motion carried.

VIII. Executive Session: No motion to go into closed session was made.

IX. Other Business:

X. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:14 o'clock p.m. Motion to adjourn was made by Trustee Benoit and it was seconded by Trustee Krick. Roll call: Ayes: Trustees Benoit, Caramelli, and Krick, and Supervisor McGuire. Motion carried.

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

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HITCHCOCK DESIGN GROUP FOR MASTER PLANNING SERVICES AT THE IZAAK WALTON RESERVE**

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

**SECTION ONE:** That the Professional Services Agreement with Hitchcock Design Group for Master Planning Services at the Izaak Walton Reserve, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

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

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: May 20, 2014

APPROVED: May 20, 2014

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Brian P. McGuire, Township Supervisor

ATTEST:

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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 May 20, 2014, and approved on May 20, 2014, as the same appears from the official records of Hanover Township.

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Katy Dolan Baumer, Township Clerk



**Professional Service Agreement**

This agreement (Agreement) between Hitchcock Design, Inc., an Illinois corporation doing business as **Hitchcock Design Group (HDG or Architect), 221 West Jefferson Avenue, Naperville, Illinois 60540** and **Hanover Township (Client or Township), 250 South Route 59, Bartlett, Illinois 60103-1648** is entered into on May 20, 2014, and includes eight parts: Project Description, Project Team, Scope of Services, Schedule, Compensation and Payment, Client Responsibilities, Additional Conditions and Acceptance.

**PART ONE: PROJECT DESCRIPTION**

The project description as identified in the proposal letter dated April 15, 2014 is attached and made a part of this agreement.

**PART TWO: PROJECT TEAM**

The project team as identified in the proposal letter dated April 15, 2014 is attached and made a part of this agreement.

**PART THREE: BASIC SERVICES**

The scope of services as identified in the proposal letter dated April 15, 2014 is attached and made a part of this agreement.

**PART FOUR: SCHEDULE**

The project schedule as identified in the proposal letter dated April 15, 2014 is attached and made a part of this agreement.

**PART FIVE: COMPENSATION AND PAYMENT**

**Fee Type and Amount**

Client agrees to compensate HDG for the Authorized Scope of Services described in Part Three of this Agreement as follows:

Research and Analysis Phase, Schematic Design Phase:	\$12,500	\$12,500
Optional Grant Phase,	\$3,500	_____
	Total:	_____

221 W. Jefferson Avenue  
Naperville, Illinois 60540  
630.961.1787  
[hitchcockdesigngroup.com](http://hitchcockdesigngroup.com)



### **Authorized Additional Services**

If circumstances arise during HDG's performance of its Scope of Services that require additional services, HDG will notify Client about the nature, extent and probable additional cost of the additional services, and perform only such additional services following Client's written authorization. Client agrees to compensate HDG for Authorized Additional Services in addition to the fee for the Authorized Scope of Services.

### **Reimbursable Expenses**

In addition to the fees for the Authorized Scope of Services and Authorized Additional Services, Client agrees to compensate HDG for delivery, travel, and reproduction expenses at 115% of HDG's actual cost, estimated at \$500. Mileage is calculated at the current IRS reimbursable rate.

### **Standard Rates**

The attached Billing Rates are made a part of this Agreement.

### **Payment**

#### *Invoices*

Each month, or at other appropriate intervals, HDG will provide invoices that describe the invoice period, the services rendered, fees and expenses due, payment due date, billing history and other appropriate information. Invoices for fixed fees will describe the percentage of the services completed. Invoices for hourly fees will describe the tasks, hours and hourly rates for the services completed.

#### *Statements*

Each month, HDG will issue a statement of Client's account describing the outstanding invoices and balances for each contract, the aggregate outstanding balance, and the aggregate credit limit.

#### *Progress Payments*

Client agrees to promptly review HDG invoices and make full payment for Authorized Scope of Services, Authorized Additional Services and Reimbursable Expenses. Invoices will be past due, if not paid in full within 30 of the invoice date. If Client objects to any portion of the invoice, Client agrees to notify HDG, in writing, within 7



days or receipt regarding the Client's objection and pay the undisputed amount in accordance with this Agreement.

*Interest and Collection Costs*

Client agrees to pay a finance charge of 1½% per month on unpaid account balances that are past due. In the event that HDG must retain an attorney to enforce Client's payment obligations, Client agrees to pay HDG's reasonable attorneys' fees and costs, regardless of whether suit is filed. The payment procedures and interest rate shall be as provided under the Illinois Local Government Prompt Payment Act (50 ILCS 505/2 et seq.).

PART SIX: CLIENT RESPONSIBILITIES

**Representation**

Client agrees to designate a representative authorized to act on its behalf. HDG will direct communications to Client through its designated representative. Client agrees to communicate with HDG's project manager in a timely manner in order to expediently advance HDG services.

**Program Requirements**

The preliminary program is described within the attached Proposal Letter. Client agrees to provide customary program requirements for the project, including objectives, standards and criteria, schedule, process, communications and budget.

**Existing Conditions**

Client agrees to provide current information regarding the existing conditions for the project area, including: boundary, legal description, ownership, easements and restrictions; topography and benchmark; soils, utilities, hydrology/wetlands, vegetation, land uses, archeology, traffic. HDG is entitled to rely on the accuracy and completeness of the information provided.

**Access**

Client agrees to provide HDG and its sub consultants access to the property for observation.

**Specialized Consultation**

Client agrees to provide the services of specialized consultants, not identified on the Project Team, when they are needed to meet Client's project program requirements.



### **Changed Conditions**

Client agrees to promptly notify HDG in writing of any condition, event or circumstance that may affect the performance of our services.

### **Financing**

Client agrees to compensate HDG regardless of Client's ability to secure loans, mortgages, additional equity, grants or other supplementary financing for the project. If requested, Client agrees to provide evidence that Client is capable of paying for the services described in this Agreement.

### **Permits**

Unless specifically described in HDG's Basic Services, Client agrees to obtain and pay for all necessary permits from authorities with jurisdiction over the Project.

### **Delay**

Client agrees to comply with Part Six of this Agreement and to render decisions in a timely manner so as not to delay the orderly and sequential progress of our services.

### **Client Expense**

Client agrees to comply with Part Six of this Agreement at its own expense.

## **PART SEVEN: ADDITIONAL CONDITIONS**

### **Standard of Care**

HDG will perform the Authorized Scope of Services and Authorized Additional Services in accordance with generally accepted standards of ordinary and reasonable skill exercised by landscape architects and planners at the time and location such services are rendered.

### **Suspension of Services**

If Client has not paid HDG's invoice within 90 days of the invoice date, HDG may suspend services under this Agreement by providing 7 days written notice to Client. HDG shall have no liability because of such suspension of services. If either party to this Agreement suspends services for more than 30 consecutive days, Client agrees to compensate HDG for services performed prior to notice of such suspension, and when the Project is resumed, compensate HDG for costs incurred during the interruption



and resumption of services. Client further agrees to equitably adjust HDG's schedule and fees for the remaining services.

Notwithstanding the forgoing, the Township shall not be liable for payment of any such invoices, costs and/or fees in the event Architect is in default and/or breach hereunder.

#### **Termination of Services**

Either party may terminate this Agreement upon not less than seven days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the terminating party. Client may terminate this agreement for its convenience and without cause by providing not less than seven days written notice. If Client terminates this Agreement for its convenience and without cause, Client agrees to compensate HDG for services performed prior to the termination, together with Reimbursable Expenses and Authorized Additional services.

#### **Ownership of Documents**

HDG retains the ownership of documents prepared by us as instruments of service. Upon payment of outstanding invoices related to this Agreement, Client is granted a non-exclusive, non-revocable license to use the documents, or copies of the documents, created during the performance of HDG's services for reference, marketing and operation of the project. However, HDG retains the exclusive copyright to the plans, designs and information contained on the documents and all other use of the documents is expressly prohibited except when granted, in writing, by HDG. Client agrees to defend and hold HDG harmless from any claim arising from the alleged damages as a consequence of re-use or unauthorized use of the documents. If HDG provides any documents in digital format, at Client's direction, HDG cannot and does not represent, warrant or take any responsibility for the proper operation, compatibility or use of any third party software products or the media on which the documents are transmitted, including but not limited to software, memory devices or transmission by electronic mail.

Notwithstanding the foregoing, Architect consents to Drawings, Specifications and other contract documents prepared by Architect and/or its consultants being reproduced and submitted to contractors who may be submitting bids for the Project Work, and also to any agency providing the Township grant funds. Architect understands and agrees that such Drawings, Specifications and other contract



documents prepared by Architect may be subject to disclosure and/or copying in the event the Township receives a Freedom of Information Act request for said documents and/or is otherwise required by law to furnish and/or disclose said documents. The Township's obligation to defend and hold Architect harmless under this section is limited to unauthorized use of such documents by the Township.

#### **Credit**

Client agrees to give HDG property credit for its professional services in Client's temporary project identification signage.

#### **Indemnification and Limitation of Liability**

To the fullest extent permitted by law, Architect shall indemnify and hold harmless Hanover Township and its officers, officials, employees, volunteers, successors and assigns (collectively, the "Indemnified Parties") from and against all liability, claims, damages, liens, lien rights, losses and expenses, including, but not limited, to, reasonable legal fees (attorneys' and paralegals' fees and court costs), arising out of or resulting from the performance of the Architect's work and/or work performed on behalf of Architect hereunder, provided that any such liability, claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease, death, or injury to or destruction or damage of tangible property, including the loss of use therefrom, and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the Architect, its employees, agents, consultants, contractors, subcontractors of any tier and/or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable; except to the extent caused by the negligence of a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation to indemnify which would otherwise exist as to any party or person described in this paragraph. Architect shall similarly indemnify and hold harmless the Indemnified Parties for any liability, claim, damage, lien, lien rights, loss or expense arising out of or attributable to Architect's breach of and/or default under this Agreement. Architect's liability under this section shall be limited to the amounts of its insurance coverages required hereunder. These indemnification obligations shall survive the expiration and/or termination of the Agreement.

It is intended by the Parties of this Agreement that Architect's services in connection with the Project Work shall not subject Architect's individual employees, officers, managers, or directors to any personal legal exposure for the risks associated with such Project Work. Therefore notwithstanding anything to the contrary contained



herein, the Township agrees that any claim, demand or suit by the Township hereunder shall be directed and/or asserted only against Hitchcock Design, Inc., an Illinois corporation, and not personally and individually against the managers, employees, officers or directors of Hitchcock Design, Inc. Architect's liability hereunder shall be limited to the amounts of its required insurance coverages set forth below.

### **Insurance**

Architect shall obtain and maintain at its sole cost insurance of the types of coverages and in the minimum amounts listed below throughout the duration of this Agreement:

a. Commercial General Liability Insurance

Architect shall maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Hanover Township, and its officials, officers, employees, volunteers, agents, successors and assigns, shall be included as an insured under Architect's CGL coverage, using ISO additional insured endorsement CG 20 10 or a substitute providing equivalent coverage, and under the excess/umbrella liability coverage (collectively, the "Additional Insured"). This insurance shall apply as a primary insurance with respect to any other insurance or self-insurance afforded to the Additional Insured, or any of them. Any insurance or self insurance maintained by the Additional Insured shall be in excess of Architect's insurance and shall not contribute with it.

b. Professional Liability Insurance



Architect shall maintain professional liability insurance with a limit of not less than \$2,000,000 each wrongful act arising out of the performance or failure to perform professional services, and \$2,000,000 annual aggregate.

c. Business Auto Liability Insurance

Architect shall maintain business auto liability coverage with a combined single limit of not less than \$1,000,000 each occurrence. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos. Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

d. Workers Compensation Insurance

Architect shall maintain workers compensation as required by statute and employers liability insurance. The employers liability limits shall not be less than \$500,000 each accident for bodily injury by accident and \$500,000 each employee for bodily injury by disease, with a policy limit of not less than \$500,000.

If the Additional Insured have not been included as an insured under the CGL using ISO additional insured endorsement CG 2010 under the Commercial General and Excess/Umbrella Liability Insurance required in this Contract, the Architect waives all rights against the Additional Insured, and all of them, for recovery of damages arising out of or incident to the project.

e. Excess/Umbrella Liability Insurance Coverage

Architect shall maintain Excess/Umbrella Liability Insurance coverage of not less than \$5,000,000 per occurrence and \$5,000,000 aggregate.

f. General Insurance Provisions

i. Evidence of Insurance



Prior to beginning work, Architect shall furnish the Township with a certificate(s) of insurance and applicable policy endorsement(s), including but not limited to, additional insured endorsements, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the Township prior to the cancellation or material adverse change of any insurance referred to therein. Such written notice to the Township shall be by certified mail, return receipt requested.

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

The Township shall have the right, but not the obligation, of prohibiting the Architect from beginning work until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Township.

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

Architect shall provide certified copies of all insurance policies required above within 10 days of Township's written request for said copies.

ii. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A, VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A, VII or a Best's rating is not obtained, the Township has the right to reject insurance written by an insurer it deems unacceptable.

iii. Cross-Liability Coverage



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

iv. Deductibles and Self-Insured Protection

Any deductibles or self-insured retentions must be declared to the Township.

v. Subcontractors

Architect shall cause each subcontractor employed by or acting on behalf of Architect to purchase and maintain insurance of the types and amounts of coverages specified above. When requested by the Township, Architect shall furnish copies of certificates of insurance and additional insured endorsements evidencing coverage for each such subcontractor.

**Quantity and Cost Opinion**

HDG has no control over the cost of labor, materials, and equipment or the services of others. HDG provides quantity summaries and opinions of probable cost based on its professional judgment, familiarity with the construction industry, and on recent, comparable bidding results. Consequently, HDG does not guarantee the accuracy or thoroughness of its quantity summaries or opinions of probable cost. HDG approximates certain quantities and/or costs for Client's convenience. The Contractor is responsible for determining actual quantities and providing sufficient labor, services, equipment, and materials to complete the work as drawn and specified.

Notwithstanding the foregoing, Architect shall notify Owner of any nonconforming work prior to Owner's payment for such nonconforming work.

**Third Party Approvals**

HDG will work diligently to help Client secure approvals from the appropriate regulatory authorities related to the services specified in this Agreement. However, HDG cannot guarantee the approval of the project by any regulatory agency or third party. Client agrees to compensate HDG for our professional services regardless of the outcome of Client's applications for approval by others.



### **Choice of Law**

The Agreement and all Addendums thereto shall be construed, and governed in accordance with Illinois law, and the exclusive venue for enforcement of this Agreement shall be the Circuit Court of Cook County, Illinois.

### **Compliance with Laws**

The plans, specifications and drawings designed by the Architect and its consultants shall comply with all applicable federal, state and local rules, regulations, codes and ordinances, including, but not limited to the Americans with Disabilities Act of 1990, as amended, and the City of Elgin, Illinois Building Codes as amended (collectively, the "Laws") in effect at the time said plans and specifications and drawings are prepared by Architect. In the event such codes and regulations are amended following the preparation of said plans, drawings and specifications and/or in the event applicable codes and/or regulations are enacted following such plan and specifications preparation, Architect shall revise same accordingly and shall be compensated for such revisions in accordance with the hourly rates set forth in the Rate Schedule. Architect and its consultants shall similarly comply with all applicable Laws in providing any architectural and/or engineering services hereunder.

### **Miscellaneous**

- a. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns. Notwithstanding the foregoing Architect may not assign its rights, duties and obligations hereunder without the express written consent of Owner, which Owner may withhold in its sole and absolute discretion. Any such assignment without Owner's written consent shall be null and void.
- b. The invalidity of any covenant, restriction, condition, limitation or any other part or provision of this Agreement shall not impair or effect in any manner the validity, enforceability or effect of the remainder hereof. The Parties agree that their intention is to enforce and carry out, to the maximum extent allowed by law, the provision of this Agreement. All Parties hereto acknowledge their intent and belief that all provisions are valid and enforceable.



- c. In the event of breach and/or default under the Agreement, the non-defaulting/non-breaching party shall be entitled to all rights and remedies available at law and/or equity, including reasonable attorney's fees.
- d. Architect shall exercise professional skill and judgment in the manner which can be reasonably expected from other architects performing similar services to those required hereunder including, but not limited to, any drawings, specifications, certifications, and/or representations made by Architect and/or its consultants hereunder.
- e. This Agreement constitutes the entire agreement between the Parties. No covenants, assurances of additional payments or consideration, promises, representations or warranties have been made except as specifically set forth herein and no provision hereof may be waived, modified or altered except in writing executed by all Parties.
- f. This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.
- g. The Parties acknowledge that this Agreement was freely negotiated by each of the Parties hereto, each of whom was represented by separate counsel; accordingly, this Agreement shall be construed according to the fair meaning of its terms, and not against any party.
- h. Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.
- g. Facsimile signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Agreement."



**Extent**

This contract constitutes the entire agreement between HDG and Client. It supersedes all previous written or oral understandings. It can be supplemented, or amended, only by the execution of a new written agreement.

**PART EIGHT: ACCEPTANCE**

Please indicate your acceptance of this Agreement by returning two copies, each with original signature. A countersigned agreement will be returned to you. This agreement may be modified or withdrawn unless written authorization to proceed has been received within 30 days.

Accepted: \_\_\_\_\_  
Brian P. McGuire, Hanover Township Supervisor

Attest: \_\_\_\_\_  
Katy Dolan Baumer, Hanover Township Clerk

Accepted: \_\_\_\_\_  
Eric Hornig, Principal  
Hitchcock Design Group