



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Town Board
September 15th, 2015
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
 - 1. SP4 Lenard F. Wojewocki
 - 2. SP4 Robert L. Talor
 - 3. CPL Joan C. Henderson
 - 4. SP4 Jerome A. Shudrowitz
- 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
- VIII. New Business
 - A. Regular Meeting Minutes of September 1, 2015
 - B. Workshop Meeting Minutes of September 1, 2015
 - C. Ordinance Amending the Hanover Township Smoking Ban on Township Property Policy
- 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.

51515 - TWP.



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: LEONARD F. WOJEWOCKI

ADDRESS: 1270 TAMARACK

CITY/ZIP CODE: BARTLETT, 60103

PHONE #: 773-895-4478

DATE OF BIRTH: Aug 1, 1947

EMAIL ADDRESS: FOOTMAN 86 @ ATT.NET

BRANCH OF SERVICE: ARMY

HIGHEST RANK ATTAINED: SP-4

YEARS OF SERVICE: FROM 20 OCT 66 TO 30 Sep 68

MEDALS AWARDED OR OTHER CITATIONS:

INJURIES: NONE

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



HANOVER TOWNSHIP

VETERANS HONOR ROLL

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

NAME: ROBERT L TALOR

ADDRESS: 1140 APPLE LANE

CITY/ZIP CODE: ELGIN IL 60120

PHONE #: 224 305-5429

DATE OF BIRTH: 7-1-57

EMAIL ADDRESS: BIGFOOTBIGFOOT@HOTMAIL.COM

BRANCH OF SERVICE: ARMY

HIGHEST RANK ATTAINED: E4

YEARS OF SERVICE: FROM 1975 TO 1978

MEDALS AWARDED OR OTHER CITATIONS:

INJURIES:

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.

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Thank you,

Brian P. McDevine

Supervisor

Nov 4/22/15



VETERANS HONOR ROLL

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

Jan C.

NAME: Jan C. Henderson

ADDRESS: 105 Woodcrest Dr Apt 205

CITY/ZIP CODE: Bartholomew IN 46013

PHONE #: 317-305-3053 630-540-3053

DATE OF BIRTH: 10/20/31

EMAIL ADDRESS: jmh311@comcast.net

BRANCH OF SERVICE: Navy, WAC, Air Force

HIGHEST RANK ATTAINED: Cpl

YEARS OF SERVICE: FROM _____ TO _____

MEDALS AWARDED OR OTHER CITATIONS:

NAT Defense Service Medal, Army Occupation Medal of Germany

INJURIES:

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.

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Thank you,

Brian P. McGuire

Supervisor



HANOVER
TOWN SHIRT

VETERANS HONOR ROLL

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

NAME: JEROME A SHUDROWITZ

ADDRESS: 13 S Myrtle Lane

CITY/ZIP CODE: Streamwood, 60107

PHONE #: (630) 289-4614

DATE OF BIRTH: 3-28-45

EMAIL ADDRESS: JShudrowitz@yahoo.com

BRANCH OF SERVICE: Army

HIGHEST RANK ATTAINED: SP4

YEARS OF SERVICE: FROM 1965 TO 1967

MEDALS AWARDED OR OTHER CITATIONS:
National Defense Medal
Good Conduct Sharpshooter Badge

INJURIES: _____

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.

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Thank you,

Brian P. McGuire

Supervisor

4/15

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Passports</i>	243	206	1,614	1,180
Photo fees	\$1,005	\$800	\$4,737	\$4,041
Fee deposits	\$4,665	\$4,085	\$34,930	\$26,555
<i>Fishing/Hunting licenses</i>	5	8	64	75
<i>Handicap Placards</i>	17	28	86	106
<i>Cook County vehicle stickers</i>	5	1	236	389
<i>Human Resources Requests</i>	153	129	821	793
<i>New Employee Orientations</i>	1	1	8	13
<i>Technology work orders</i>	46	33	185	153
<i>Resident Contacts</i>	1,620	1,462	7,513	8,918
<i>Percent of Budget Expended</i> (33% of year)	5.6%	5.7%	25.3%	28.2%
<i>Grant application submissions</i>	0	0	2	3

Department Highlights

- Management Analyst Kaufholz's last day was August 6th. Recruitment for the position began and interviews with applicants were conducted. It is expected the position will be filled by mid-September.
- Administrative Services staff participated in first and second round interviews for the Veteran's Specialist position with Community and Veterans Affairs. The position is expected to be filled by the end of September.
- Management Analyst Kaufholz completed the GA/EA Quarterly Audit, with no findings, on July 28th.
- A Lunch and Learn was held on August 25th regarding the Township 457b plan, which is the optional additional retirement plan for eligible employees.
- The Annual Employee Appreciation event has been scheduled for Tuesday January 12th at Moretti's Restaurant at 12pm.
- Worked with Candos Agency to identify vendors for the Affordable Care Act end of the year tax filing mandate. The filing requires a significant amount of information regarding employee benefits, coverage and dependents. After several discussions a vendor has been identified to assist with compiling and producing the ACA mandated filing.
- The Annual Workplace Evaluation was reviewed. Based on feedback, a follow up survey regarding staff training needs will be issued.

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OFFICE OF THE ASSESSOR

Report for August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Administration</i>				
Office visits	170	194	1,018	1,100
Building permits processed	512	504	2,583	2,340
Sales recording	66	110	314	522
Change of Name*	6	11	57	54
Property tax appeals	0	0	0	0
Certificate of Errors	34	29	397	258
Property location updates	1	1	6	2
New owner mailings	0	48	266	262
Long time occupants*	0	0	0	0
<i>Exemptions</i>				
Homeowner exemptions	8	0	89	11
Senior home owner exemptions	12	0	223	89
Senior freeze exemptions*	9	14	103	79
Miscellaneous exemptions	8	5	70	43
<i>Foreclosures</i>	26	30	102	189

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. August had a total of 2 visitors after 4:30pm.
- We have a total of 1,593 e-mails on our contact list. We added 40 e-mails in July.
- Foreclosures August 2015 39%. Foreclosures August 2014 27%.
- Cook County Real Estate tax bills were due August 3
- Cook County 2013 Annual tax sale began August 3
- Patty attended an Employee Wellness workgroup meeting August 7
- Peggy and Patty attended a continuing education class August 19 & 20, "Beyond Mapping: GIS in Local Government"
- On August 27, Peggy, Cindy and Patty attended an "Older Adult Behavior Management" Collaborative lunch which was sponsored by OCH and YFS

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 August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Appointments</i>				
ProTimes	19	19	103	109
TB skin test	10	8	36	40
Cholesterol	1	4	17	26
Pharmaceutical Assistance Programs	0	3	2	9
Miscellaneous labs	5	6	38	36
Wellness Screening (BP, diabetes, anemia)	83	12	217	94
Other	28	29	149	163
<i>Clinic Clients</i>				
Senior Center/ home visits	131	71	481	429
Astor Avenue	13	8	59	49
Elgin, Izaak Walton Center	2	5	16	25
Offsite clinics	14	11	69	58
Total clients (unduplicated)	30	29	239	257
<i>Public Education & Health Promotion</i>				
Media coverage	6	4	18	25
Informational seminars/Program	6	9	32	53
Program Participants	67	99	654	638
<i>Primary Care Provider Support</i>	5	5	31	30
<i>Phone Triage</i>	618	546	2,255	2,287

Department Highlights

- Provided 12 home visits in the month of August for residents.
- Community Health Nurse hosted and led walking groups for residents at the Izaak Walton Center & Reserve in Elgin and the Astor Avenue Community Center in Hanover Park with 20 Elgin participants and 10 Hanover Park Participants.
- Community Health Nurse provided cataract risk assessments for residents in honor of Cataract Awareness Month.
- August 1, Director volunteered at the Annual Recycling Extravaganza.
- August 5, Director and Community Health Nurse attended the Northwest Municipals Nurses' Meeting.
- August 6, Community Health Nurse attended and provided blood pressure screenings for the Centro de Informacion Resource Fair.
- August 19, Director and Community Health Nurse provided blood borne pathogen and epipen training for Youth and Family Services staff.
- August 21, Director and Community Health Nurse toured Midwestern University Dental School in Downers Grove to learn more about the dental services they provide.
- August 27, the Office of Community Health Staff attended a presentation by Dr. Wesner, from Judson University, on challenging geriatric behaviors for Collaborative Learning with Lunch, a staff development and team building initiative.
- August 28, Director and Community Health Nurse toured Orland Township and Worth Township to learn more about the health services they provide for their residents.

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 August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Website Visits</i>	7,834	8,476	31,435	41,023
<i>Facebook Likes</i>	187	1	1,000	702
<i>Media Releases</i>	5	6	31	35
<i>Veteran Contacts</i>	N/A	24	163	37
<i>Total Veterans served</i>	N/A	17	114	33
<i>Total Resident Contacts (Elgin office)</i>	528	517	1,752	1,347

Department Highlights:

- CVA staff coordinated and participated in the annual Hanover Township Recycling Extravaganza on August 1 at the William Tiknis Campus.
- CVA and Senior Services coordinated and sponsored at an offsite trip for 30 veterans to update their drivers' license at an event in Geneva on August 3.
- CVA and Youth and Family Services coordinated and sponsored a National Night Out event at the Izaak Walton Center on August 4.
- CVA staff attended and coordinated media coverage at the Backpack Giveaway on August 12.
- CVA and Senior Services sponsored at Veterans lunch and movie event at the Senior Center on August 19 for 50 veterans.
- CVA and Youth and Family Services coordinated and sponsored a Back-to-School Neighborhood BBQ with Christ Community Church – Bartlett Campus on August 25 at the Bartlett Log Cabin.
- CVA staff and Emergency Services Unit members attended the Woodland Meadows East Homeowners Association meeting on August 25 at the Izaak Walton Center. HTES presented on the programs and services they provide to the Township and engaged in a Q&A session with attendees.
- CVA submitted Mighty Message award nominations for TOI's Annual Fall Conference.

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DEPARTMENT OF FACILITIES & MAINTENANCE

Report for August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Administration</i>				
Vehicle service calls	12	20	93	50
Work orders	61	75	266	306
Event set-ups/tear downs	144	160	898	851
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	5,582	4,484	22,988	16,496
Town Hall	11,040	10,020	45,420	47,820
Senior Center	47,657.64	48,593	215,732.95	222,203
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0	0	246.97	1,604.30
Town Hall	7.22	1.02	2,054.45	1,018.21
Senior Center	1,241.27	1,361.11	5,974.45	5,811.00

Department Highlights

- Completed concrete sidewalks and ramp installation at Izaak Walton Reserve.
- Trimmed all trees and bushes from Willard Road by Izaak Walton Reserve
- Trimmed all trees off the fence lines around Naomi Walters Lenoci reserve.
- Carpets were shampooed in the Resident Services and Mental Health Board offices.
- Repaired and patched potholes around manholes in Tiknis Campus Parking Lot.
- Town Hall floors were stripped and waxed.
- Painted walls in Astor Avenue Food Pantry.

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HIGHWAY DEPARTMENT

Report for November, 2013

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2015	FYTD 2014
<i>Summer Season</i>				
Continue Tree Trimming				
Road Stripping Complete				
Brush Pickup ongoing	5	17	26	43
<i>Summer Season</i>				
ALamp preconstruction complete				

Department Highlights

- Continue Tree Trimming
- Road Stripping complete
- Gromer road resurfacing to begin soon

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 August 2015

SERVICE PROVIDED	JULY 2015	JULY 2014	FYTD 2016	FYTD 2015
<i>Grant Funding</i>				
New clients	163	266	1,490	1,970
Ongoing Clients	534	522	NC	NC
Closed Cases	59	190	248	654
Prevention Programming Presentations	25	12	153	96
Number in audience	681	198	6,870	2,289
<i>TIDE</i>				
Participants	10	7	10	7
Rides	116	65	459	237
<i>Resource Center</i>				
Organizations providing services	6	5	6	5
Clients served	114	85	419	309

Department Highlights

- The Mental Health Board met on August 25, 2015 and awarded the following grants:
 - Children’s Advocacy Center received \$25,000 in emergency funding for their Safe From the Start program that runs out of the Community Resource Center. Safe from the Start has been operating at full capacity without any state funding since July 1st.
 - Countryside Association for People with Disabilities received \$5,106 in emergency funding to continue to provide in-home respite care to the Hanover Township residents they serve.
 - DayOne Network received a \$1,400 staff development grant for staff to attend an Autism conference.
 - Hanover Township Office of Community Health received a \$1,034 staff development grant to attend the first annual Healthy Aging Summit.
 - Little City’s CILA home in Hanover Park received a \$6,000 capital grant for the purchase of new living room furniture to accommodate the needs of its disabled residents.
- The MHB Planning Committee met on August 13th and created a set of emergency funding guidelines to share with funded agencies in an effort to clarify any questions or concerns about applying. The Psychiatric Medication Assistance Program was also reviewed.
- Completed site visit to Easter Seals with MHB members Kathy Biesiadecki and Julia Thomas on 8/12/15. Site visit was successful and no additional follow up was needed.
- Attended site visit with Mental Health Housing Task Force on 8/24/15 to Ecker Center’s supported living facilities. The next MH Housing Task Force meeting will be held October 14th at 6:30 PM.
- The Mental Health Board Community Needs Assessment has been completed. The report will be presented by University of Illinois, Rockford: Health Systems Research at the September 22nd meeting.
- Annual grant applications are due Friday, September 18, 2015. Manager has reached out to all agencies to remind of the approaching deadline.
- Manager worked with Director of Facilities and Maintenance to implement recycling at the Community Resource Center.

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 August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Programming Division</i>				
Planned programs	200	183	1,032	1,056
Participants	2,068	3,951	9,669	10,697
Participants (unduplicated)	850	620	1,304	1,129
Wait listed (unduplicated)	0	57	225	317
Art & Computer classes	30	48	297	298
Art & Computer class participants	477	430	2,050	2,185
New volunteers	2	2	22	37
Total volunteers (unduplicated)	105	141	313	219
Volunteer hours reported	1,555	1,768	8,874	9,363
Meals Served	941	1,028	4,857	4,598
Meals delivered by volunteers	877	888	4,852	4,338
<i>Social Services Division</i>				
Clients served (unduplicated)	237	239	682	685
Clients served (duplicated)	345	344	1,634	1,580
Energy Assistance	4	2	16	245
Prescription drugs & health insurance assistance	51	28	254	194
Social Service programs	12	9	49	47
Social Service program participants	95	55	417	350
Lending Closet transactions	98	99	476	393
<i>Transportation Division</i>				
One way rides given	1,537	1,857	7,790	9,362
Individuals served (unduplicated)	330	251	607	516
New riders	75	30	327	129
Unmet requests for rides	49	30	214	134

Department Highlights:

Programming:

- Out Trips: Botanic Garden, Heaven on Seven Lunch Bunch, Beaches-Drury Lane, Arlington Race Track, Age of Love Movie Screening at ECC At the Center Summer Party, Vet's Lunch and Movie, Life with the Kennedy's presentation, An Evening with the Lincoln's, 9 ball Tournament, Got Art? Art Show Reception Visual Arts: Block Printing, Oil Painting, Puppetry & Painting, Ceramics., Glass Painted Flowers, Wood Carving, Clay Planters, Computer: One-on-One Tutoring, eBay, Introduction to Email, Windows 8.1

Transportation:

- Manager Steininger and Dispatcher Kampfranz will be attending the Illinois Public Transportation Association (IPTA) conference from September 9-11th in Bloomington-Normal. The Ecolane dispatch software for upgrading, the team will attend on-line training as well as an in person training session on September 29th-30th in Bloomington-Normal Illinois.

Social Services:

- Senior Services Director and Social Services Manager attended a mandatory meeting at CEDA on 8/26 to learn about changes to the LIHEAP program. The program typically begins Labor Day, but will begin 10/1. Social Services staff and volunteers have begun reaching out to past clients and scheduling appointments. Services Specialist, Diana Mondragon, represented Hanover Township Senior Services at the Annual Mental Health and Resource Fair hosted by Centro de Informacion on 8/6.

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 August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>General Assistance</i>				
General Assistance clients	27	24	137	113
General Assistance appointments	47	64	305	246
Emergency Assistance appointments	20	25	94	137
Emergency Assistance approved	2	7	12	30
Crisis intake clients	158	279	658	1,060
Access to Care	0	3	0	19
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	Closed	171	0*	407
Circuit Breaker	2	1	6	6
<i>Social Services</i>				
ComEd Hardships	10	11	28	28
Weatherization	Waitlist	Waitlist	0	11
<i>Food Pantry</i>				
Served (Households)	677	946	3,423	4,378
New applications	57	68	188	289
Food Donations	60	57	247	253
<i>Community Center Walk-Ins</i>	205	336	864	1,292

*No funds available

Department Highlights:

- Case Manager Peggy Saul hosted the Community Resource Group on “Art Therapy” on August 18th with 20 in attendance and on August 11th with “Be Inspired with Tony Terry” from DHS with 16 in attendance.
- Summer Lunch program has ended and the food pantry has resumed its regular hours.
- Hosted the Backpack Giveaway at Laurel Hill School on August 12th in cooperation with State Representative Fred Crespo and Cook County Commissioner Timothy Schneider distributing 1,280 backpacks to residents.
- Continue to move forward on installing a walk-in freezer with grant funds received from the Northern Illinois Food Bank. Director Spejcher, Rick Nelson, Lori Orozco and Director Imperato toured a Dairy Queen facility to see the design and installation of their walk-in freezers installed by Kool Technologies.
- Auxiliary Volunteer Drivers for the food pantry continues to go well. We continue to search for additional drivers and have secured one fill in driver who currently drives for Willow Creek.
- CEDA will return to keeping office hours every Thursday beginning September 3rd, assisting residents facing financial hardship including auto repair, dental and vision.
- Planning continues for the Foundation Venetian Night Gala on September 19th.
- Planning continues for the Hanover Township Foundation Golf Outing, which benefits the food pantry. The golf outing will be at on October 4th at Bartlett Hills Golf Club.
- St. John’s 5k to benefit the food pantry is Saturday, October 3rd.

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.

OFFICE OF THE WELCOMING CENTER

Report for August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST* 2014	FYTD 2016	FYTD 2015*
<i>Client Intakes</i>				
New Clients	47	NA	84	NA
Ongoing Clients	33	NA	56	NA
Closed Cases	40	NA	81	NA
Walk-ins	86	NA	145	NA
<i>Community Outreach</i>		NA		NA
Workshop Offered	1	NA	2	NA
Workshop participants	78	NA	83	NA

*Because the Welcoming Center moved to the Township in July 2015, FYTD data is not currently available

Department Highlights

- IWC worked together with World relief to bring the free citizenship clinic workshop at Christ Community Church in Bartlett. It was successful in having 78 clients attend.
- IWC was able to make new connections with three new parishes in order to distribute information about the Welcoming Center. Those were Holy Spirit, Holy Rosary and St. Isadore.
- IWC is working with clients in order to create an empowerment women group to provide inspiration, motivation and educational topics for the community.
- Coordinator conducted several outreach activities to the Elgin area and began office hours at the Izaak Walton Center in August.

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DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for August 2015

SERVICE PROVIDED	AUGUST 2015	AUGUST 2014	FYTD 2016	FYTD 2015
<i>Outreach & Prevention</i>				
Open Gym participants	252	255	5,902	5,608
Open Gym participants (unduplicated)	87	94	826	887
Alternative to Suspension referrals	16	2	17	3
Alternative to Suspension participants	29	67	735	789
Alternative to Suspension participants (unduplicated)	29	28	88	94
<i>Clinical</i>				
Therapy clients	348	259	1,668	1,337
Therapy clients (unduplicated)	134	117	666	603
New clients (unduplicated)	8	12	76	59
Clinical hours	210	199	1,118	1,297
Group session participants	0	0	1,030	2,236
<i>Tutoring Participants</i>				
Total	30	19	734	577
Unduplicated	30	19	158	114

Department Highlights:

- Anna Sprinkle, Bachelor's intern from Northern Illinois University, completed her summer internship on August 7th, 2015.
- Hanover Township Youth and Family Services attended the Annual Centro de Informacion Mental Health Fair at Ontarioville Elementary School in Hanover Park on August 6, 2015.
- Summer Alternatives Middle School and High School participants raised funds and celebrated their accomplishments by going to Great America on August 6, 2015.
- Hanover Township Youth and Family Services partnered with the Office of Community Relations and Veterans Affairs, and the Bartlett Church of Christ to host a back to school BBQ at Bartlett Park on August 22, 2015.
- John Parquette, LCSW, attended a site visit to the Ecker Center for Mental Health's Elgin adult group home and adult apartments with the Hanover Township Mental Health Board's Mental Health Housing Task Force on August 24, 2015.
- John Parquette, LCSW, attended the City of Elgin and School District U-46's Alignment Governing Board Meeting on August 25, 2015.
- John Parquette, LCSW, Tracey Colagrossi, and Kristen Smith launched the first "Collaborative Learning with Lunch" (CLL) Program on August 27, 2015. CLL is a quarterly workshop offering for all staff with a pot luck luncheon. Workshops will focus on mental health topics. The purpose of CLL is to build teamwork, provide professional development, and build programs. Our first workshop, "Older Adult Behavior Assessment and Management" was presented by Dr. Susan Wesner from Judson University.
- John Parquette, LCSW, attended the Hanover Park Safe Communities Council Meeting on August 27, 2015.
- John Parquette, LCSW, met with Ariel Correa, the new Streamwood High School Principal, to discuss expanding our collaborative relationship on August 28, 2015.

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 9/2/15 - 9/15/15

	Subtotal	Alexian Invoices	Total
Total Town Fund	43,677.51	87.00	43,764.51
Total Senior Center	24,749.43	105.00	24,854.43
Total Welfare Services	7,476.52		7,476.52
Total Road and Bridge	73,513.40		73,513.40
Total Mental Health Board	29,602.97	990.00	30,592.97
Total Retirement	-		-
Total Vehicle	214.00		214.00
Total Capital	11,076.98		11,076.98
Total All Funds	190,310.81	1,182.00	191,492.81

The above "Subtotal" column has been approved for payment this 15th day of September 2015.

The above "Total" column has been approved for payment this 15th day of September 2015.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

3:21 PM

09/11/15

Accrual Basis

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	09/08/2015	112009	Kurth-Schuldt, Barbara J	Spirit of Chicago Refund	81.00
Check	09/08/2015	112030	Edward Normandt	Ho Chunk Casino Refund	72.00
Total 1103500 - Senior Programs					153.00
Total 1103 - Senior Center - Revenue					153.00
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	09/03/2015	CC July ...	JP Morgan Chase	Astor Security Camera Cable Connection Cords (2)	96.78
Check	09/03/2015	CC July ...	JP Morgan Chase	Security Camera Video Extension Cable/CCTV Connector	57.63
Check	09/03/2015	CC July ...	JP Morgan Chase	Security Camera Connection Cable	19.08
Check	09/03/2015	CC July ...	JP Morgan Chase	Astor Security System Network Video Recorder	76.49
Total 1014410 - Equipment Purchases					249.98
1014430 - Computer Equipment & Software					
Check	09/03/2015	CC July ...	JP Morgan Chase	Monthly Newsletter E-mail Subscription	64.35
Check	09/03/2015	CC July ...	JP Morgan Chase	Monthly HR Software Subscription	199.00
Check	09/08/2015	112014	Current Technologies Corporation	Inv# 714078 Network Labor	1,638.75
Total 1014430 - Computer Equipment & Software					1,902.10
Total 101CAP - Capital Expenditures					2,152.08
101CHN - Community Health					
1014452 - Office Supplies					
Check	09/11/2015	112098	Staples	Inv# 3274982235 Sign Holder/Packing Tape/Calculator	100.66
Total 1014452 - Office Supplies					100.66
1014453 - Printing					
Check	09/08/2015	112023	Interact Business Products, LLC	Inv# 111786 Copy Charges	150.89
Check	09/11/2015	112091	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	115.50
Total 1014453 - Printing					266.39
1014465 - Medical Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	CPR Class Training Materials / Course Completion Cards	262.44
Check	09/11/2015	112097	Stericycle, Inc	Inv# 4005788099 Medical Waste Disposal	366.21
Total 1014465 - Medical Supplies					628.65
1014466 - Communications					
Check	09/03/2015	CC July ...	JP Morgan Chase	Just for the Health of It Website	18.14
Total 1014466 - Communications					18.14

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Total 101CHN · Community Health					1,013.84
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014611 · Education & Training					
Check	09/03/2015	CC July ...	JP Morgan Chase	"How To" Marketing Software	24.99
Total 1014611 · Education & Training					24.99
1014617 · Equipment & Furniture					
Check	09/03/2015	CC July ...	JP Morgan Chase	Lower Level AV Shelving System	63.99
Check	09/03/2015	CC July ...	JP Morgan Chase	LL DVD Player (2) / Extended HDMI Cables	173.71
Check	09/08/2015	112026	Leaf (618-005)	Inv# 5923589 Copier Lease	103.00
Check	09/08/2015	112039	Signs by Tomorrow	Inv# 21781 Banner	139.82
Total 1014617 · Equipment & Furniture					480.52
1014619 · Office Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Paper Towels/Plates/Silverware	22.51
Total 1014619 · Office Supplies					22.51
1014620 · Satellite Office Programs					
Check	09/08/2015	112012	Ace Coffee Bar	Inv# 2940-421087 Coffee Supplies	61.45
Total 1014620 · Satellite Office Programs					61.45
1014621 · Satellite Office Utilities					
Check	09/08/2015	112016	City of Elgin	Acct# 413720-6423 Monthly Charges	20.69
Total 1014621 · Satellite Office Utilities					20.69
1014623 · Satellite Office Phone & Intrnt					
Check	09/08/2015	112010	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	143.66
Check	09/11/2015	112080	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	167.85
Total 1014623 · Satellite Office Phone & Intrnt					311.51
1014624 · Travel					
Check	09/11/2015	112058	Monegato, Holly N	Mileage Reimbursement	56.12
Total 1014624 · Travel					56.12
Total 101CMA · Community Relations					977.79
Total 101CVA · Community & Veteran Affairs					977.79
101ES · ES - Expenditures					
1014802 · Equipment					
Check	09/03/2015	CC July ...	JP Morgan Chase	Socket Adapter	5.93
Check	09/03/2015	CC July ...	JP Morgan Chase	Wardrobe Cabinets	610.50
Check	09/03/2015	CC July ...	JP Morgan Chase	Name Plates with Base (26)	321.83

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/08/2015	112017	Chief Supply Corp.	Inv# 347713 Badges/Cases (4)	333.23
Check	09/08/2015	112041	Today's Uniforms Inc	Inv# 51649 Nametags (2)	25.96
Total 1014802 · Equipment					1,297.45
1014803 · Uniforms					
Check	09/03/2015	CC July ...	JP Morgan Chase	Clothes Hangers	30.50
Check	09/08/2015	112041	Today's Uniforms Inc	Inv# 51602 Patchwork (7) / Buckle / Clip on Tie	69.97
Total 1014803 · Uniforms					100.47
1014806 · Office Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Ink/Laminating Tape	62.11
Check	09/03/2015	CC July ...	JP Morgan Chase	Light Bulbs/Writing Utensils/Tablet Case/Paper Supplies	87.12
Total 1014806 · Office Supplies					149.23
1014808 · Education & Training					
Check	09/03/2015	CC July ...	JP Morgan Chase	Credit	-99.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Training Lunch	41.41
Total 1014808 · Education & Training					-57.59
1014812 · Volunteer Appreciation					
Check	09/03/2015	CC July ...	JP Morgan Chase	Volunteer Appreciation Event Refreshments/Supplies	22.53
Check	09/03/2015	CC July ...	JP Morgan Chase	Volunteer Appreciation Dinner Supplies	109.47
Check	09/03/2015	CC July ...	JP Morgan Chase	Volunteer Appreciation Dinner	171.70
Total 1014812 · Volunteer Appreciation					303.70
1014813 · Vehicle Fuel & Maintenance					
Check	09/08/2015	112044	Village of Hanover Park (Fuel)	Inv# 2015-14 July Fuel	380.93
Total 1014813 · Vehicle Fuel & Maintenance					380.93
1014814 · Communications					
Check	09/03/2015	CC July ...	JP Morgan Chase	Web Based Events Management Subscription	600.00
Total 1014814 · Communications					600.00
Total 101ES · ES - Expenditures					2,774.19
101ISE · Insurance & Employee Benefits					
1014513 · Employee Wellness					
Check	09/03/2015	CC July ...	JP Morgan Chase	Employee Wellness Supplies	40.38
Check	09/08/2015	112015	CADR+	Inv# 20197 Consult a Doctor Billing	28.00
Total 1014513 · Employee Wellness					68.38
Total 101ISE · Insurance & Employee Benefits					68.38
101LEA · Legal & Auditing					

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
1014501 · Auditing					
Check	09/08/2015	112042	Tighe, Kress, & Orr	Inv# 25857 Audited Financial Statements FY 15	8,023.00
Total 1014501 · Auditing					8,023.00
1014502 · Legal Services					
Check	09/11/2015	112087	Kopon Airdo, LLC	Inv# 190-0002-17160 Legal Fees	15,125.25
Total 1014502 · Legal Services					15,125.25
Total 101LEA · Legal & Auditing					23,148.25
101MAIN · Facilities Maintenance					
1014205 · Janitorial Supplies - Town					
Check	09/08/2015	112013	Bade Paper Products, Inc	Inv# 198908 Gloves/Towels/Roll Towels/Toilet Tissue/Disinfectant Wipes	452.50
Total 1014205 · Janitorial Supplies - Town					452.50
1014209 · Building Contracts					
Check	09/08/2015	112032	Orkin Pest Control (Astor)	Inv# 104456805 Pest Control	53.79
Check	09/11/2015	112086	JaniKing	Inv# 09150318 Monthly Cleaning	545.00
Total 1014209 · Building Contracts					598.79
1014210 · Building Maintenance - Town					
Check	09/11/2015	112099	The Home Depot F&M	Light Bulbs/Ballast/Batteries/Camera Monitor Hookup	153.79
Total 1014210 · Building Maintenance - Town					153.79
1014211 · Building Maintenance - Senior					
Check	09/03/2015	CC July ...	JP Morgan Chase	Carpet Spot Remover (3)	36.33
Check	09/03/2015	CC July ...	JP Morgan Chase	Wall Mounted Swivel Sink/Faucet	40.49
Check	09/11/2015	112099	The Home Depot F&M	Sidewalk Light Bulbs/Wall Fountain Light Switch	131.47
Total 1014211 · Building Maintenance - Senior					208.29
1014212 · Building Maintenance - Astor					
Check	09/11/2015	112099	The Home Depot F&M	Cable/Electric Tape/Camera/Super Glue	80.18
Total 1014212 · Building Maintenance - Astor					80.18
1014213 · Equipment Maintenance - Town					
Check	09/08/2015	112018	ClimateTemp Service Group, LLC	Inv# S04290 HVAC Repair	721.98
Check	09/08/2015	112023	Interact Business Products, LLC	Inv# 111865 Copy Charges	118.86
Total 1014213 · Equipment Maintenance - Town					840.84
1014214 · Equipment Maintenance - Senior					
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Kitchen High Output Fluorescent Bulbs (4)	75.96
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Kitchen Wall Mounted Swivel Sink/Faucet	39.98
Check	09/08/2015	112018	ClimateTemp Service Group, LLC	Inv# S04262 Chiller Temperature Sensor Replacement	283.47

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
Check	09/08/2015	112034	Otis Elevator Company	Inv# CY19007001 Hydraulic Pressure Test	375.00
Total 1014214 · Equipment Maintenance - Senior					774.41
1014216 · Equipment Rental					
Check	09/08/2015	112011	A to Z Rentals	Contract# 82823 Roller / Trailer Rental	245.36
Total 1014216 · Equipment Rental					245.36
1014218 · Vehicle Maintenance - Town					
Check	09/08/2015	112029	Martin Implement Sales, Inc	Inv# A44053 Mower Oil Change Supplies	121.74
Total 1014218 · Vehicle Maintenance - Town					121.74
1014219 · Vehicle Fuel - Town					
Check	09/08/2015	112044	Village of Hanover Park (Fuel)	Inv# 2015-14 July Fuel	571.38
Total 1014219 · Vehicle Fuel - Town					571.38
1014222 · Trash Removal - Town					
Check	09/08/2015	112038	Republic Services #933	Acct# 3-0551-6013270 Monthly Charges	235.89
Total 1014222 · Trash Removal - Town					235.89
1014223 · Trash Removal - Senior					
Check	09/08/2015	112038	Republic Services #933	Acct# 3-0551-6000579 Monthly Charges	241.88
Total 1014223 · Trash Removal - Senior					241.88
1014224 · Trash Removal - Astor					
Check	09/08/2015	112038	Republic Services #933	Acct# 3-0551-6013274 Monthly Charges	182.51
Total 1014224 · Trash Removal - Astor					182.51
1014225 · Grounds/Reserve Maintenance					
Check	09/11/2015	112099	The Home Depot F&M	Canopy Weight Plates/Yard Fogger	55.94
Total 1014225 · Grounds/Reserve Maintenance					55.94
1014230 · Trash Removal - Izaak					
Check	09/08/2015	112038	Republic Services #933	Acct# 3-0551-0097167 Monthly Charges	123.33
Total 1014230 · Trash Removal - Izaak					123.33
Total 101MAIN · Facilities Maintenance					4,886.83
101PAN · Pantry					
1014161 · Utilities					
Check	09/08/2015	112031	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	40.47
Total 1014161 · Utilities					40.47

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
Total 101PAN · Pantry					40.47
101THE · Town Hall Expense					
1014403 · Utilities - Town					
Check	09/08/2015	112043	Village of Bartlett	Acct# 51470 Water/Sewer	100.18
Total 1014403 · Utilities - Town					100.18
Total 101THE · Town Hall Expense					100.18
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Planner/Notebook/Kitchen Supplies/Board Refreshments	67.47
Check	09/11/2015	112075	Ace Coffee Bar	Inv# 2940-421725 Coffee Supplies (100 Packets/Filters)	190.00
Check	09/11/2015	112098	Staples	Inv# 3276479116 Manilla Folders	52.98
Check	09/11/2015	112098	Staples	Inv# 3276479115 Toner (2)	133.99
Check	09/11/2015	112098	Staples	Inv# 3275551257 Folders/Copy Paper	242.44
Total 1014404 · Office Supplies					686.88
1014412 · Travel Expenses					
Check	09/11/2015	112059	Imperato, Alexandra M	Mileage Reimbursement	19.33
Total 1014412 · Travel Expenses					19.33
1014414 · Memberships, Subs & Publication					
Check	09/08/2015	112037	Bartlett Rotary Club	Inv# 780 Quarterly Member Dues	189.00
Total 1014414 · Memberships, Subs & Publication					189.00
1014424 · Education & Training					
Check	09/03/2015	CC July ...	JP Morgan Chase	Lunch and Learn Supplies/Lunch	186.19
Total 1014424 · Education & Training					186.19
1014530 · Financial Administration					
Check	09/08/2015	112020	Governmental Accounting, Inc	Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
1014531 · Community Affairs					
Check	09/03/2015	CC July ...	JP Morgan Chase	Bartlett Chamber of Commerce Event (3)	75.00
Total 1014531 · Community Affairs					75.00
1014534 · Passport Services					
Check	09/11/2015	112098	Staples	Inv# 3276479115 Passport Film	17.49
Total 1014534 · Passport Services					17.49
Total 101TOE · Town Office Expense					6,202.49

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
109YFS - Youth & Family Services					
109ADM - Administration & Clinical					
1094612 - Consulting Fees					
Check	09/08/2015	112024	Michael Kelly	Consultation Services June	300.00
Check	09/08/2015	112024	Michael Kelly	Consultation Services August	300.00
Total 1094612 - Consulting Fees					600.00
1094614 - Printing					
Check	09/11/2015	112096	Quill Corporation	Inv# 7147026 Ink/Toner	100.55
Check	09/11/2015	112096	Quill Corporation	Inv# 7146972 Toner	100.55
Check	09/11/2015	112096	Quill Corporation	Inv# 7147098 Ink (2)	114.28
Check	09/11/2015	112096	Quill Corporation	Inv# 7146997 Color Toner	100.55
Total 1094614 - Printing					415.93
1094619 - Office Supplies					
Check	09/11/2015	112096	Quill Corporation	Inv# 7145821 Copy Paper/Coffee Supplies	91.72
Total 1094619 - Office Supplies					91.72
1094621 - Recruitment and Pre Employment					
Check	09/11/2015	112076	Alexian Bros Corporate Health Services	Inv# 575117 Employee Physical	87.00
Total 1094621 - Recruitment and Pre Employment					87.00
1094623 - Travel					
Check	09/11/2015	112072	Gonzalez, Nora C	Mileage Reimbursement	17.25
Check	09/11/2015	112073	Campuzano-Leon, Maria	Mileage Reimbursement	42.55
Total 1094623 - Travel					59.80
1094624 - Intern Stipends					
Check	09/11/2015	112068	Anna Sprinkle	Intern Stipend	400.00
Total 1094624 - Intern Stipends					400.00
1094626 - Equipment & Furniture					
Check	09/03/2015	CC July ...	JP Morgan Chase	Video Camera Bag	16.33
Total 1094626 - Equipment & Furniture					16.33
Total 109ADM - Administration & Clinical					1,670.78
109OUT - Outreach & Prevention					
1094627 - Open Gym Program.					
Check	09/03/2015	CC July ...	JP Morgan Chase	Art Supplies/Crafts/Event Supplies	479.86
Check	09/11/2015	112069	Riverwoods Family Campus	Open Gym Staff Retreat/Training Supplies	50.00
Total 1094627 - Open Gym Program.					529.86
1094644 - Travel					

Hanover Township
Board Audit Report
 September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/11/2015	112070	McSheffrey, Ryan K	Mileage Reimbursement	69.58
Check	09/11/2015	112071	Cohen, Michael J	Mileage Reimbursement	52.90
Check	09/11/2015	112074	Baig, Sumara	Mileage Reimbursement	58.65
Total 1094644 · Travel					181.13
1094648 · Community Affairs					
Check	09/03/2015	CC July ...	JP Morgan Chase	Volunteer Orientation Lunch	18.24
Total 1094648 · Community Affairs					18.24
Total 109OUT · Outreach & Prevention					729.23
Total 109YFS · Youth & Family Services					2,400.01
Total 1014 · Town Fund - Expenditures					43,764.51
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104523 · Recruitment					
Check	09/11/2015	112076	Alexian Bros Corporate Health Services	Inv# 573864 Employee Physical	105.00
Total 1104523 · Recruitment					105.00
1104524 · Utilities					
Check	09/08/2015	112043	Village of Bartlett	Acct# 63818 Runzel Reserve Water	315.46
Check	09/08/2015	112043	Village of Bartlett	Acct# 62447 Water/Sewer	211.40
Total 1104524 · Utilities					526.86
1104527 · Equipment					
Check	09/03/2015	CC July ...	JP Morgan Chase	Dry Erase Calendar Wall Decals (4)	280.76
Check	09/08/2015	112025	Leaf (618-003)	Inv# 5935292 Postage Machine Lease	87.00
Check	09/08/2015	112027	Leaf (618-002)	Inv# 5923587 Library Copier Lease	35.32
Check	09/08/2015	112028	Magic Pure LLC	Inv#1019 Water Cooler Rental Vets Hall	150.00
Check	09/11/2015	112090	Leaf (618-001)	Inv# 5950681 Senior Main Copy Machine Lease	386.10
Check	09/11/2015	112091	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	115.50
Total 1104527 · Equipment					1,054.68
1104528 · Office Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Full Page/Name Badge Laminating (8)	224.06
Total 1104528 · Office Supplies					224.06
1104529 · Postage					
Check	09/08/2015	112019	Fed Ex	Inv# 5-139-25734 1,000 Light Bulbs Returned Shipping Charges	114.07
Total 1104529 · Postage					114.07
1104533 · Printing					

Hanover Township
Board Audit Report
September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/08/2015	112023	Interact Business Products, LLC	Inv# 111786 Copy Charges	302.37
Total 1104533 · Printing					302.37
1104535 · Travel					
Check	09/03/2015	CC July ...	JP Morgan Chase	Elder Service Officer Conference Lodging - Conway	562.44
Check	09/03/2015	CC July ...	JP Morgan Chase	Elder Service Officer Conference Lodging - Mondragon	562.44
Check	09/03/2015	CC July ...	JP Morgan Chase	Elder Service Office Conference Gas	78.07
Total 1104535 · Travel					1,202.95
1104536 · Education & Training					
Check	09/03/2015	CC July ...	JP Morgan Chase	National Conference on Aging Registration - Colagrossi	310.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Strategic Volunteer Mgmt Training Series - Murillo	480.00
Total 1104536 · Education & Training					790.00
1104539 · Miscellaneous					
Check	09/08/2015	112003	Buthman, Mark G	Bus Driver Lunch	16.25
Total 1104539 · Miscellaneous					16.25
Total 1104ADM · Administration					4,336.24
1104NUT · Nutrition					
1105551 · Food					
Check	09/03/2015	CC July ...	JP Morgan Chase	Nutrition Program Food	252.58
Check	09/03/2015	CC July ...	JP Morgan Chase	Cafe Baked Goods	88.57
Check	09/03/2015	CC July ...	JP Morgan Chase	Cafe Baked Goods	63.35
Check	09/03/2015	CC July ...	JP Morgan Chase	Cafe Baked Goods	46.86
Check	09/03/2015	CC July ...	JP Morgan Chase	Cafe Baked Goods	26.46
Check	09/08/2015	112021	Gordon Food Service	Inv# 165118651 Nutrition Program Food	189.23
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1971262 Nutrition Program Food	429.67
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1972374 Nutrition Program Food	58.38
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1971291 Nutrition Program Food	117.73
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1977887 Nutrition Program Food	7.90
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1957671 Nutrition Program Food	12.00
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1977444 Nutrition Program Food	58.39
Check	09/08/2015	112022	Get Fresh Produce, Inc	Inv# 1976554 Nutrition Program Food	246.79
Check	09/11/2015	112083	Get Fresh Produce, Inc	Inv# 1982236 Nutrition Program Food	283.42
Check	09/11/2015	112083	Get Fresh Produce, Inc	Inv# 1982320 Nutrition Program Food	50.00
Check	09/11/2015	112083	Get Fresh Produce, Inc	Inv# 1982284 Nutrition Program Food	30.80
Check	09/11/2015	112083	Get Fresh Produce, Inc	Inv# 1983197 Nutrition Program Food	141.56
Check	09/11/2015	112084	Gordon Food Service	Inv# 165241304 Nutrition Program Food	378.12
Total 1105551 · Food					2,481.81
1105552 · Equipment					
Check	09/03/2015	CC July ...	JP Morgan Chase	Work Tables Caster Set/Shelving/Countertop Food Corker/Warmer	376.57
Check	09/11/2015	112063	Barry Krall	Aeroponic Garden Hose for Towers	42.73

Hanover Township
Board Audit Report
September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Total 1105552 · Equipment					419.30
1105553 · Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Nutrition Program Supplies	5.98
Check	09/08/2015	112021	Gordon Food Service	Inv# 165118651 Nutrition Program Supplies	383.46
Check	09/11/2015	112084	Gordon Food Service	Inv# 165241304 Nutrition Program Supplies	12.67
Check	09/11/2015	112094	Mickey's Linen	Inv# 91161 Towels/Aprons/Chef Coat Rental	35.00
Check	09/11/2015	112094	Mickey's Linen	Inv# 90541 Towels/Aprons/Chef Coat Rental	35.00
Check	09/11/2015	112094	Mickey's Linen	Inv# 89921 Towels/Aprons/Chef Coat Rental	35.00
Total 1105553 · Supplies					507.11
1105555 · Recruitment					
Check	09/03/2015	CC July ...	JP Morgan Chase	Line Cook Position Posting - Craigslist	25.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Line Cook Position Posting - Poachedhjobs.com	30.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Line Cook Position Posting - Indeed	139.61
Total 1105555 · Recruitment					194.61
Total 1104NUT · Nutrition					3,602.83
1104SOC · Programs & Services					
1104510 · Satellite Programming					
Check	09/03/2015	CC July ...	JP Morgan Chase	Pinteresting Project Program Craft Supplies	79.02
Check	09/03/2015	CC July ...	JP Morgan Chase	Pinteresting Program Craft Supplies	46.40
Check	09/03/2015	CC July ...	JP Morgan Chase	Pinteresting Program Craft Supplies	94.84
Total 1104510 · Satellite Programming					220.26
1104514 · Weekend Programming					
Check	09/03/2015	CC July ...	JP Morgan Chase	Saturday Book Club Monthly Membership	14.95
Total 1104514 · Weekend Programming					14.95
1104515 · Programming					
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Outing Lunch (40)	359.67
Check	09/03/2015	CC July ...	JP Morgan Chase	Bingo Wristbands (3 Packs)	29.88
Check	09/03/2015	CC July ...	JP Morgan Chase	American Sniper Movie Program	20.24
Check	09/03/2015	CC July ...	JP Morgan Chase	Art and Wine of Germany Program Supplies	37.22
Check	09/03/2015	CC July ...	JP Morgan Chase	Art and Wine of Germany Program Supplies	102.90
Check	09/03/2015	CC July ...	JP Morgan Chase	Playing Card Shuffler	23.63
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Trip Candy Supplies	25.66
Check	09/03/2015	CC July ...	JP Morgan Chase	Ice Cream Social Supplies	11.25
Check	09/03/2015	CC July ...	JP Morgan Chase	Hedda! Musical Outing (30)	702.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Monthly Movie Rental Membership	15.99
Check	09/03/2015	CC July ...	JP Morgan Chase	Parade Float Decor/Supplies	183.11
Check	09/03/2015	CC July ...	JP Morgan Chase	Lunch Outing Deposit (20)	305.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Lunch Bunch Outing (24)	432.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Pizza and Movie Program Dinner	257.53
Check	09/03/2015	CC July ...	JP Morgan Chase	Woodstock Senior Outing Motorcoach	856.95
Check	09/11/2015	112065	Tom Pope	Billiards Tournament Prizes	47.80

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/11/2015	112067	Steve Belliveau	Magic Show - Deposit	35.00
Check	09/11/2015	112093	The Happy Wanderers	Oktoberfest Entertainment	300.00
Check	09/11/2015	112100	Tranquility Yoga Studio	Yoga Class Instruction Sept/Oct	595.00
Total 1104515 · Programming					4,340.83
1104516 · Social Services					
Check	09/03/2015	CC July ...	JP Morgan Chase	Labels (600)	27.61
Check	09/03/2015	CC July ...	JP Morgan Chase	Office Table	95.61
Check	09/03/2015	CC July ...	JP Morgan Chase	Memory Support Group Refreshments	6.59
Check	09/11/2015	112064	Seul, Amy L	National Caregiver Month Supplies	69.04
Total 1104516 · Social Services					198.85
1104519 · Senior Assistance					
Check	09/03/2015	CC July ...	JP Morgan Chase	Resident Utility Bill Assistance	133.71
Total 1104519 · Senior Assistance					133.71
1104520 · Volunteer Services					
Check	09/03/2015	CC July ...	JP Morgan Chase	Volunteer Lunch Decor String Light Bulbs (20) / Trunk Wrap (10)	971.69
Check	09/03/2015	CC July ...	JP Morgan Chase	Art Show Volunteer Refreshments	81.29
Check	09/08/2015	112004	William Riccio	Home Delivered Meals Mileage Reimbursement	23.58
Check	09/08/2015	112005	Beth Cooper	Home Delivered Meals Mileage Reimbursement	25.30
Check	09/08/2015	112006	Gerardo Amargos	Home Delivered Meals Mileage Reimbursement	36.80
Check	09/08/2015	112007	Richard Bayer	Home Delivered Meals Mileage Reimbursement	46.00
Total 1104520 · Volunteer Services					1,184.66
1104526 · Club 59					
Check	09/08/2015	112002	Eagle Printing and Graphics	Club 59 Newsletter Postage	2,002.44
Total 1104526 · Club 59					2,002.44
1104532 · Visual Arts					
Check	09/03/2015	CC July ...	JP Morgan Chase	Safety Glasses/Fishing Line/Foam Sheets/Art Supplies	53.03
Check	09/03/2015	CC July ...	JP Morgan Chase	Art Show Supplies	52.22
Check	09/03/2015	CC July ...	JP Morgan Chase	Arts in Bartlett Presentation Supplies	146.30
Check	09/03/2015	CC July ...	JP Morgan Chase	Big Rock Waving Studio Outing/Lunch (17)	459.00
Check	09/03/2015	CC July ...	JP Morgan Chase	Paper Mache Letter Art Project (27)	119.23
Check	09/11/2015	112062	Baptist, Susan L	Art Supplies	48.20
Check	09/11/2015	112066	Susan Karzenas	Craft Supplies	76.45
Check	09/11/2015	112077	Blick Art Materials	Inv# 4912128 Printing Class GEL Printing Plates/Molds (112)	436.44
Check	09/11/2015	112077	Blick Art Materials	Inv# 4936956 Printing Class Plates/Molds Ink	219.95
Check	09/11/2015	112077	Blick Art Materials	Inv# 4933988 Clayboard	16.09
Check	09/11/2015	112077	Blick Art Materials	Inv# 4291926 Art Supplies/Aprons/Scissors/Shears/Brushes	210.15
Check	09/11/2015	112077	Blick Art Materials	Inv# 4934634 Paint Brushes/Fine Markers (80)	264.89
Check	09/11/2015	112085	Hobby Lobby	Floral Art Supplies	149.95
Check	09/11/2015	112092	Midwest Ceramic Art Supply	Inv# 23331 Ceramic Art Supplies	684.50

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Total 1104532 · Visual Arts					2,936.40
Total 1104SOC · Programs & Services					11,032.10
1104TRN · Transportation					
1104512 · Volunteer Express					
Check	09/08/2015	112008	Sue Mattioli	Volunteer Express Mileage Reimbursement	92.01
Total 1104512 · Volunteer Express					92.01
1104518 · Vehicle Maintenance					
Check	09/03/2015	CC July ...	JP Morgan Chase	IPASS Replenishment	40.00
Check	09/11/2015	112095	O'Reilly Auto Parts	Inv# 445405 Motor Oil	107.76
Check	09/11/2015	112095	O'Reilly Auto Parts	Credit LED Lights	-68.36
Total 1104518 · Vehicle Maintenance					79.40
1104550 · Telephone					
Check	09/08/2015	112045	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	603.06
Total 1104550 · Telephone					603.06
1104552 · Fuel					
Check	09/08/2015	112044	Village of Hanover Park (Fuel)	Inv# 2015-14 July Fuel	4,159.71
Total 1104552 · Fuel					4,159.71
1104553 · Uniforms					
Check	09/11/2015	112081	Cintas #22	Inv# 022196349 Driver Winter Apparel	34.77
Check	09/11/2015	112081	Cintas #22	Inv# 022196350 Driver Winter Apparel (15)	761.31
Total 1104553 · Uniforms					796.08
Total 1104TRN · Transportation					5,730.26
Total 1104 · Senior Center - Expenditures					24,701.43
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	09/03/2015	CC July ...	JP Morgan Chase	Steel Security File Box	14.87
Check	09/11/2015	112098	Staples	Inv# 3275551258 Copy Paper/Ink	155.93
Total 2024202 · Office Supplies					170.80
2024204 · Equipment					
Check	09/11/2015	112088	Leaf (618-006)	Inv# 5923590 Copier Lease August	138.13
Check	09/11/2015	112088	Leaf (618-006)	Inv# 5923590 Copier Lease Sept	138.43
Total 2024204 · Equipment					276.56
2024205 · Travel & Training					

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/03/2015	CC July ...	JP Morgan Chase	Training	14.95
Check	09/11/2015	112057	Saul, Margaret M	Mileage Reimbursement	51.02
Total 2024205 · Travel & Training					65.97
Total 2024ADM · Administration					513.33
2024HOM · Home Relief					
2024102 · Rent					
Check	09/04/2015	3628	Ellen Laechel	September 2015 Rent	400.00
Total 2024102 · Rent					400.00
2024103 · Utilities					
Check	09/04/2015	3629	NICOR	Utilities Assistance Acct 98-32-62-5803 9	46.00
Check	09/04/2015	3630	Com Ed	Utilities Assistance Acct 7839036053	181.59
Check	09/11/2015	3636	NICOR	Emergency Assistance Acct 13-72-70-2840 2	750.00
Check	09/11/2015	3637	NICOR	Emergency Assistance Acct 24-77-73-5571 0	1,083.57
Total 2024103 · Utilities					2,061.16
2024105 · Personal Essentials					
Check	09/04/2015	3626	Walmart	Personal Essential Items (2)	278.33
Total 2024105 · Personal Essentials					278.33
2024106 · Travel Expenses					
Check	09/04/2015	3627	BP Gas Station	Fuel Assistance Gas Cards	100.00
Total 2024106 · Travel Expenses					100.00
2024119 · Emergency Assistance					
Check	09/04/2015	3631	Village of Streamwood	Emergency Assistance Acct# 285-0057-00-09	373.70
Check	09/04/2015	3632	Sonia Rivera	EA Rent Assistance	750.00
Check	09/08/2015	3633	Squire Village	Eviction Notice	1,250.00
Check	09/08/2015	3634	Com Ed	Emergency Assistance Acct 6992368060	1,000.00
Check	09/08/2015	3635	Com Ed	Emergency Assistance Acct 7574233049	750.00
Total 2024119 · Emergency Assistance					4,123.70
Total 2024HOM · Home Relief					6,963.19
Total 2024 · Welfare Services - Expenditures					7,476.52
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034703 · Accounting					
Check	09/08/2015	112042	Tighe, Kress, & Orr	Inv# 25857 Audited Financial Statements FY 15	2,500.00
Total 3034703 · Accounting					2,500.00
3034704 · Telephone					

Hanover Township
Board Audit Report
September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
Check	09/08/2015	112040	Sprint (HWY)	Acct#162978503 Monthly Charges	287.48
Total 3034704 · Telephone					287.48
3034710 · Community Affairs					
Check	09/08/2015	112033	Newport Printing Services	Inv# 7424 Recycling Day Signs (2)	48.00
Total 3034710 · Community Affairs					48.00
3034713 · Service Charges					
Check	09/08/2015	112029	Martin Implement Sales, Inc	Account Charges	0.96
Total 3034713 · Service Charges					0.96
Total 3034ADM · Administration					2,836.44
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	09/11/2015	112089	Lafarge Aggregates Illinois Inc	Inv# 34389544 Boulders	277.06
Total 3034602 · Operating Supplies & Materials					277.06
3034603 · Gasoline					
Check	09/08/2015	112044	Village of Hanover Park (Fuel)	Inv# 2015-14 July Fuel	684.80
Total 3034603 · Gasoline					684.80
3034610 · Street Lighting					
Check	09/11/2015	112078	Com Ed 051	Acct# 5619024051 Monthly Charges	28.62
Check	09/11/2015	112101	Wood Dale Electrical Const., Inc.	Inv# 15404 Street Lamp/Driver Replacement	535.00
Total 3034610 · Street Lighting					563.62
3034616 · Salt					
Check	09/11/2015	112079	Compass Minerals America	Inv# 71369585 Road Salt (801 Tons)	68,445.46
Total 3034616 · Salt					68,445.46
Total 3034ROD · Road Maintenance					69,970.94
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	09/08/2015	112029	Martin Implement Sales, Inc	Inv# A43956 Safety Glasses/Supplies	61.75
Check	09/08/2015	112035	Pomp's Tire Service	Inv# 640033733 Tire Removal and Replacement(2)	538.44
Check	09/11/2015	112095	O'Reilly Auto Parts	Inv# 443979 Motor Oil	103.14
Check	09/11/2015	112095	O'Reilly Auto Parts	Inv# 448388 Oil Filter	2.69
Total 3034609 · Maintenance Vehicles & Equip					706.02
Total 303EQM · Equipment					706.02

**Hanover Township
Board Audit Report
September 2 - 15, 2015**

Type	Date	Num	Name	Memo	Amount
Total 3034 · Road & Bridge - Expenditures					73,513.40
5054 · Mental Health - Expenditures					
5054COM · Community Resource Center					
5054210 · Utilities					
Check	09/11/2015	112050	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Monthly Charges	25.08
Total 5054210 · Utilities					25.08
5054213 · Janitorial					
Check	09/11/2015	112049	JaniKing	Inv# 09150525 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
5054217 · Capital Improvements					
Check	09/11/2015	112051	Gold Seal Cabinets & Countertops	Inv# 34991 Countertops (3) - Balance Due	1,572.50
Total 5054217 · Capital Improvements					1,572.50
5054250 · Building Maintenance					
Check	09/11/2015	112048	Orkin Pest Control (MHB)	Inv# 104456809 Pest Control	53.79
Total 5054250 · Building Maintenance					53.79
5054286 · Agency Support Services					
Check	09/11/2015	112047	Hinckley Springs (MHB)	Acct 16681552567400 Monthly Charges	76.44
Total 5054286 · Agency Support Services					76.44
Total 5054COM · Community Resource Center					2,141.81
5054SVC · Service Contracts					
5054102 · CAC Family Support					
Check	09/11/2015	112046	Childrens Advocacy Ctr of Nwst Co Cou...	Family Support Services	1,257.84
Total 5054102 · CAC Family Support					1,257.84
5054130 · Northwest Casa					
Check	09/11/2015	112054	Northwest CASA	Counseling	257.50
Total 5054130 · Northwest Casa					257.50
5054138 · Contract Support Services					
Check	09/11/2015	112046	Childrens Advocacy Ctr of Nwst Co Cou...	MHB Emergency Funding	25,000.00
Total 5054138 · Contract Support Services					25,000.00
5054167 · HTSS - Senior MH					
Check	09/11/2015	112052	Alexian Mental Health Center	Outpatient Psychiatric Services	990.00
Total 5054167 · HTSS - Senior MH					990.00

3:21 PM

09/11/15

Accrual Basis

Hanover Township Board Audit Report September 2 - 15, 2015

Type	Date	Num	Name	Memo	Amount
5054172 · Coutryside In-Home Respite					
Check	09/11/2015	112053	Coutryside Association	In Home Respite	400.00
Total 5054172 · Coutryside In-Home Respite					400.00
5054188 · Bartlett Learning Center					
Check	09/11/2015	112056	Clarewoods Academy	Counseling	281.82
Total 5054188 · Bartlett Learning Center					281.82
5054201 · Journeys Hope Center					
Check	09/11/2015	112055	Journey from PADS to HOPE	Hope Center Counseling	264.00
Total 5054201 · Journeys Hope Center					264.00
Total 5054SVC · Service Contracts					28,451.16
Total 5054 · Mental Health - Expenditures					30,592.97
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	09/08/2015	112036	Pace	Bus Lease (2)	214.00
Total 7004540 · Bus Purchase					214.00
Total 7004 · Vehicle Replcmnt - Expenditures					214.00
8084 · Capital Projects - Expenditures					
8084414 · Town & Senior Parking Lots					
Check	09/11/2015	112061	Soil and Materials Consultants, Inc	Inv# 39721 Parking Lot Soil Sampling and Analysis	2,420.00
Total 8084414 · Town & Senior Parking Lots					2,420.00
8084415 · Senior Center Improvements					
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Reception Sink (1)	546.03
Check	09/03/2015	CC July ...	JP Morgan Chase	Senior Center Reception Slnk (2)	239.91
Check	09/03/2015	CC July ...	JP Morgan Chase	Lobby/Veterans Hall/Breakroom Countertop/Installation - Balance Due	1,839.00
Total 8084415 · Senior Center Improvements					2,624.94
8084420 · Izaak Walton Ctr Improvements					
Check	09/03/2015	CC July ...	JP Morgan Chase	IWC Kitchen Cabinet/Handles	182.04
Check	09/11/2015	112082	Engstrom Construction Co	IWC ADA Compliant Concrete Entrance Ramp - Formation/Installation	5,850.00
Total 8084420 · Izaak Walton Ctr Improvements					6,032.04
Total 8084 · Capital Projects - Expenditures					11,076.98
TOTAL					191,492.81

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

Other Elected Official present were Assessor Smogolski and Highway Commissioner Ochoa.

Others present included Administrator James Barr, Community Health Director Kristen Smith, Welfare Services Director Mary Jo Imperato, Senior Services Director Tracey Colagrossi, Assistant Administrator Suzanne Powers, Attorney Mike Airdo, one Streamwood High School Civics student, Tighe, Kress & Orr representatives Ms Cynthia Hitzemann and Mr. Joseph Baker, and Mr. Steve Orlando from the Candos Agency.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance. He then asked for a moment of silence honoring the slain police officer, Charles Joseph Gliniewicz, from Fox Lake.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations
 - A. Veterans Honor Roll: The Supervisor asked that the record reflect the addition of these veterans to the Veterans Honor Roll kept by the Clerk, post their names on the plaques in Veterans Hall, and invite to the twice annual VHR Dinner: SSGT Russell L. Kinney for his service in the U.S. Air Force and the U.S. Army (presented postmortem); E5 Slim Silvius formerly of Streamwood (presented postmortem) for his service in the U.S. Navy; E5 (QM2(SS) James F. Lederle of Streamwood for his service in the U.S. Navy submarine service; and to CPL Steven Snyder of Streamwood for his service in the U.S. Army.
- V. Reports
 - A. Supervisor McGuire reported on the Community Leaders Briefing presented by Hanover Township Emergency Services, attended by all but one taxing body within Hanover Township. Included in the briefing were discussions on legal authorities of the unit and responsibilities. He offered thanks to Township staff and ES volunteers for the successful event.
 - B. Clerk Dolan Baumer noted that September 22 is the National Voter Registration Day in the U.S. and would have deputy registrars at Streamwood High for the day; also, election season has officially begun – candidates may circulate petitions to file starting November 23.
 - C. Highway Commissioner Ochoa offered no report.
 - D. Assessor Smogolski offered no report.
 - E. Treasurer: A motion was made by Trustee Benoit and seconded by Trustee Caramelli to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.

F. Trustee Liaison Committee Reports: Trustee Benoit reported that during the September meeting, a report on the three-year plan would be presented. Invitations will be sent to the Board and elected officials to participate in the presentation. The Mental Health Housing Task Force would also attend because they would be using the same data for their report. She further noted that past MHB president, Ruth Beckner, wanted to extend thanks to Hanover Township; her husband is ill and she has been able to use the lending closet extensively to service his needs; it is a great savings and help to have the lending closet.

VI. Bill Paying: Administrator Barr offered the bills in two sets, the first due Alexian Brothers, from August 19, 2015 through September 1, 2015, as follows:

a.	Town	<u>\$2,170.00</u>
	Total due Alexian Brothers	<u>\$2,170.00</u>

A motion was made by Trustee Caramelli to approve the bills for Alexian Brothers from August 19, 2015 through September 1, 2015; Trustee Essick seconded the motion. Trustees Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None. Abstain: Trustee Benoit. Motion carried.

The second set of bills, from August 19, 2015 through September 1, 2015, was presented as follows for review and approval by the Board:

a.	Town	\$51,304.52
b.	Senior Center	32,428.66
c.	Welfare Services	2,121.00
d.	Road and Bridge	13,116.50
e.	Mental Health Board	53,097.85
f.	Retirement	0.00
g.	Vehicle	55,914.00
h.	Capital	<u>1,200.00</u>
	Total All Funds	<u>\$209,182.53</u>

A motion was made by Trustee Benoit to approve the bills from August 19, 2015 through September 1, 2015; Trustee Essick seconded the motion. Trustees Benoit, Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

A. Rescheduled Meeting Minutes of August 18, 2015: Clerk Dolan Baumer presented the meeting minutes August 18, 2015 for review and approval. A motion was made by Trustee Essick to approve the meeting minutes of August 18, 2015, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

B. Executive Session Meeting Minutes of August 18, 2015: Clerk Dolan Baumer presented the Executive Session meeting minutes August 18, 2015 for review and approval. A motion was made by Trustee Caramelli to approve the Executive Session meeting minutes of August 18, 2015, with a second by Trustee Krick. Roll call: Ayes: Trustees Benoit, Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None.

Motion carried.

- C. Approval of the Fiscal Year 2015 Audit: Supervisor McGuire invited the representatives from Tighe, Kress & Orr representatives Ms Cynthia Hitzemann and Mr. Joseph Baker forward to discuss the FY2015 Audit. The report, which won a GFOA award in 2014, would be submitted again for that contest. The details of the report are basically static, as compared to 2014, but we should see a change in 2016. A motion was made by Trustee Essick to approve the FY 2015 Audit as prepared and presented by Supervisor McGuire, Administrator Barr, and Mr. James Howard. The motion was seconded by Trustee Benoit, followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Krick, Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the report was approved.
- D. Resolution declaring National Senior Center Month: Trustee Benoit made a motion to approve the resolution declaring September 2015 National Senior Center Month in Hanover Township; the motion was seconded by Trustee Krick. Roll call: Ayes: Trustees Benoit, Krick, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- E. Resolution declaring National Cholesterol Education Month: Trustee Caramelli made a motion to approve the resolution declaring September 2015 as National Cholesterol Education Month in Hanover Township. Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Krick, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- F. Resolution on the Abeyance of the Town Hall and Senior Center Parking Lot Improvement Project: Trustee Benoit made a motion to approve the resolution #090115-1 on the abeyance of the Town Hall and Senior Center Parking Lot Improvement Project. Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Benoit, Krick, Essick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- IX. Workshop: Employee Health Insurance: Motion to go into a workshop to discuss the Employee Health Insurance was made by Trustee Benoit and seconded by Trustee Essick, followed by a roll call vote: Ayes: Trustees Benoit, Krick, Essick, and Caramelli, and Supervisor McGuire. The Board adjourned into the workshop at 7:21 p.m.
- The Supervisor reconvened the regular session of the Board meeting with a roll call at 7:34 p.m. following the Workshop. Present were Supervisor McGuire, and Trustees Benoit, Caramelli, Krick, and Essick.
- IX. Executive Session: No motion to go into closed session was made.
- X. Other Business: Mr. McGuire noted that the Administrator's review would take place during the next Board meeting and asked that any comments be forwarded to him before that date. The president of Judson College will be present to speak to the Board at an upcoming meeting. Mr. McGuire asked that a change of the Township ordinance regarding smoking on the campus be updated to be in concert with the State ordinance and that that item please be on the next agenda.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:38 p.m. was made by Trustee Benoit and it was seconded by Trustee Caramelli.

Minutes of a Rescheduled Meeting of the Hanover Township Board

Tuesday, September 1, 2015**DRAFT**

Page 4

Roll call: Ayes: Trustees Benoit, Krick, Essick and Caramelli, 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	Y&F Services	Village of Streamwood
Bartlett Library	Highway Commissioner		Streamwood Park District



Workshop: Hanover Township Employee Health Insurance.

Supervisor McGuire called the workshop to order at 7:22 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Krick, Essick, and Caramelli, and Supervisor McGuire.

Other Elected Official present were Assessor Smogolski and Highway Commissioner Ochoa.

Others present included Administrator James Barr, Community Health Director Kristen Smith, Welfare Services Director Mary Jo Imperato, Senior Services Director Tracey Colagrossi, Assistant Administrator Suzanne Powers, Attorney Mike Airdo, one Streamwood High School Civics student, Tighe, Kress & Orr representatives Ms Cynthia Hitzemann and Mr. Joseph Baker, and Mr. Steve Orlando from the Candos Agency.

Supervisor McGuire prefaced the presentation on our employee health insurance by noting that during the last meeting, the Board expressed interest in learning the process of insurance selection, how the new Affordable Care Act influences it, and other questions. He then introduced Mr. Steve Orlando of the Candos Agency.

Mr. Candos presented a brief history of our recent insurance coverage, saying that most recently, we changed the effective date of our insurance and re-instated it with the current provider. He started working with us in 2008 as our broker of record. He conducts a market analysis each year. We currently offer three plans, which were renewed in June, but due to the passage of the Affordable Care Act, changes for small groups' insurance we would have had to leave our existing provider to one that is ACA compliant. In 2015, employers with 50-99 eligible employees would have to go to a compliant provider by 2016; however, if we renewed (which we did) before October 1, 2015, we can keep our current provider for two years. He saw this as the best option for the Township. He also noted that the medical condition of the plan participants is no longer a factor in the determination of rates.

With regard to 2017, we could experience a "stiff increase;" much depends on the politics of the ACA in the future.

The Board thanked Mr. Orlando for his presentation.

A motion was made by Trustee Benoit to adjourn back into regular session and seconded by Trustee Caramelli. Roll call: Ayes: Trustee Benoit, Krick, Essick, and Caramelli and Supervisor McGuire. The workshop adjourned back in to regular session at 7:33 p.m.

Respectfully submitted,

Katy Dolan Baumer
Clerk

Copy:	Supervisor	Administrator	Attorney	Gail Borden Library
	(4) Trustees	Senior Services	Auditor	Poplar Creek Public Library
	Assessor	Welfare Services	Y&F Services	Village of Streamwood
	Bartlett Library	Highway Commissioner		Streamwood Park District



MEMORANDUM

TO: HANOVER TOWNSHIP OFFICIALS
JAMES C. BARR, TOWNSHIP ADMINISTRATOR

FROM: TOM KUTTENBERG, DIRECTOR OF COMMUNITY RELATIONS
HOLLY MONEGATO, COMMUNICATIONS ASSISTANT

SUBJECT: TOWNSHIP ONLINE SOCIAL MEDIA UPDATE

DATE: SEPTEMBER 11, 2015

At the beginning of the year the Office of Community & Veterans Affairs made a concerted effort to significantly maximize our presence through online social media while increasing the number of users who participate through the different tools. Staff specifically focused on four areas of online social media by increasing the Township's followers on Twitter and Facebook; the views of videos on the Township's YouTube channel, and the number of downloads of the Township app for smart phones, which ties in all facets of our online social media presence.

For efficiency and consistency, the Township's Facebook and Twitter accounts have always been linked. Every time a post was made on Facebook, the same post was made to our Twitter account. After further review among the differences of each social media site, staff thought it would be best to unlink the pages and generate individual posts more specific to the format of each tool. Twitter is most popular for their "hashtags" – a specific term or category of your tweet. When hashtags (used with the '#' symbol) are used in a Twitter post, the tweet is then filtered into that topic – where users can now search specific hashtags and trending topics, all tweets with the same hashtag would appear in their search.

In February of 2015 the Township had 230 followers on Twitter. With the unlinking of accounts, we began generating separate tweets, using relevant hashtags to increase promotion in certain areas. With the help of our summer intern, we currently have 621 Twitter followers – an increase of 170%. To compare, Schaumburg Township's Twitter account has 346 followers while the Hanover Park Police Department has 409 followers.

The Township Facebook page continues to grow in popularity. In February of this year the Township had 736 page "Likes". This summer, we ran a paid campaign to increase our "Likes" and reach in the surrounding community using Facebook Ads. Over the

course of one week in August, we broke our goal of 1,000 page “Likes”. The campaign totaled \$100 and was targeted in two separate areas – 3 miles in any direction of the William Tiknis Campus in Bartlett, and the most centralized location of Hanover Township in Elgin. Our most successful area was that of the campus in Bartlett, with over 195 likes in just 3 days. Presently, the Township Facebook page has 1,027 “Likes”, a 39% increase since February. For comparison, Proviso Township has 913 likes, the Township Officials of Illinois Facebook Page has 509 likes, and the Village of Hanover Park has 769 likes.

The Township Android/iPhone App released in May of 2012 currently has 640 lifetime installs. In the past six months we have received 108 new installs. With the new version of the app released this past May, 30 new active iPhone users have downloaded the app, as well as 53 new Android downloads. The months of May and June of 2015 were our top download months since the app was released.

Currently, the scan box to download the app is featured on the back page of every Hanover Happenings issue. Periodic posts are done on social media to raise awareness for the app, as well as a featured section in the monthly eNewsletter to residents highlighting the app.

The Hanover Township YouTube channel has slowly grown in reach. With the uploading of monthly featured videos, our channel now has 32 active YouTube subscribers. These followers receive notifications when new content is added to the channel. Each month, the department features a different area of the Township’s services, programs, or special events. Our most popular videos are the Senior Services Flash Mob and Lip Dub videos, followed by our short Open Gym promotional clip. Since the Township’s YouTube Channel was created in June of 2010, we have generated 11,385 views.

The past few months have been a success for increasing the audience of the Township’s messaging and branding through online social media. Earlier this year the department worked with Administrative Services in creating a template e-signature line of every Township employee email that included social media icons with links to our pages. Our department will continue to market our online social media platforms by adding the icons for each social media site onto any Township marketing material such as brochures and flyers. All of our emails to residents now include links to our online social media platforms.

Please feel free to contact us if you have any questions at 847-888-8329 or tkuttenberg@hanover-township.org or hmonegato@hanover-township.org.