



250 S. Illinois Route 59, Bartlett, Illinois 60103

**Rescheduled Regular Meeting of the Township Board**  
*March 8, 2016*  
**5:30pm**

**A G E N D A**

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
- V. Bill Paying
- VI. Unfinished Business
- VII. New Business
  - A. Regular Meeting Minutes of February 16, 2016
  - B. Executive Session Meeting Minutes of February 16, 2016
  - C. Resolution Approving a Contract for Services Between Hanover Township and ProxIT Technology Solutions Inc.
- VIII. Executive Session
- IX. Other Business
- X. Adjournment

**Mission Statement**

**Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.**

## Hanover Township

Board Audit Report  
From 2/17/16 - 3/8/16

	Subtotal	Alexian Invoices	Total
Total Town Fund	96,589.69	724.60	97,314.29
Total Senior Center	46,317.10	184.00	46,501.10
Total Welfare Services	13,394.75	210.00	13,604.75
Total Road and Bridge	44,768.21		44,768.21
Total Mental Health Board	51,303.58		51,303.58
Total Retirement	-		-
Total Vehicle	200.00		200.00
Total Capital	1,903.88		1,903.88
Total All Funds	254,477.21	1,118.60	255,595.81

The above "Subtotal" column has been approved  
for payment this 8th day of March 2016.

The above "Total" column has been approved  
for payment this 8th day of March 2016.

\_\_\_\_\_  
Supervisor

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

\_\_\_\_\_  
Supervisor

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

\_\_\_\_\_  
Trustee

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
<b>1014 - Town Fund - Expenditures</b>					
<b>101CAP - Capital Expenditures</b>					
<b>1014410 - Equipment Purchases</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Station 1 Door Lock Keypad System	449.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Digital Phone Replacements (11)	1,186.06
Check	02/26/2016	114479	The Alphabet Shop, Inc	Inv# 47093 Interoffice Mailbox Identification Tags	280.00
Check	03/04/2016	114678	Leaf (618-004)	Inv# 6321623 Copier Lease	328.00
Total 1014410 - Equipment Purchases					2,244.05
<b>1014430 - Computer Equipment &amp; Software</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Email Marketing Monthly Subscription	95.62
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Monthly HRIS Fee	199.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Annual Adobe Creative Cloud Licensing Fee	637.37
Check	03/04/2016	114693	Current Technologies Corporation	Quote# 15669 Computer Upgrades	9,051.18
Check	03/04/2016	114695	Current Technologies Corporation	Inv# 715123 Network Labor	1,710.00
Total 1014430 - Computer Equipment & Software					11,693.17
<b>1014540 - Facility Lease</b>					
Check	03/04/2016	114660	Bartlett Volunteer Fire Dept., Inc.	Emergency Services Station Lease - 50%	10,000.00
Total 1014540 - Facility Lease					10,000.00
Total 101CAP - Capital Expenditures					23,937.22
<b>101CHN - Community Health</b>					
<b>1014453 - Printing</b>					
Check	02/19/2016	114460	Interact Business Products, LLC (SS)	Inv# 116894 Copy Charges	52.71
Check	02/19/2016	114461	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	138.60
Check	03/04/2016	114673	Interact Business Products, LLC (SS)	Inv# 117835 Copy Charges	13.56
Total 1014453 - Printing					204.87
<b>1014459 - Professional Services</b>					
Check	02/19/2016	114445	Alexian Brothers Health System	Acct# G.9319 Patient Assistance	19.60
Total 1014459 - Professional Services					19.60
<b>1014461 - Miscellaneous</b>					
Check	03/01/2016	114533	Medical Screening Services, Inc	Charges Due	35.00
Total 1014461 - Miscellaneous					35.00
<b>1014465 - Medical Supplies</b>					
Check	02/19/2016	114462	McKesson Medical Surgical	Account Charges	4.72
Check	02/19/2016	114462	McKesson Medical Surgical	Account Charges	6.51
Total 1014465 - Medical Supplies					11.23
<b>1014466 - Communications</b>					

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Sprint 2 Spring Domain Renewal/Hosting Fee	63.95
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	57.49
Total 1014466 · Communications					121.44
<b>1014491 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	1,928.25
Total 1014491 · Health Insurance					1,928.25
<b>1014492 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	11.85
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	132.54
Total 1014492 · Dental, Vision & Life Insurance					144.39
Total 101CHN · Community Health					2,464.78
<b>101CVA · Community &amp; Veteran Affairs</b>					
<b>101CMA · Community Relations</b>					
<b>1014611 · Education &amp; Training</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	HTES Training Conference Planning Session	38.44
Total 1014611 · Education & Training					38.44
<b>1014614 · Printing</b>					
Check	03/04/2016	114674	Interact Business Products, LLC (IWC)	Inv# 117603 Copy Charges	7.24
Total 1014614 · Printing					7.24
<b>1014617 · Equipment &amp; Furniture</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Office Space Heaters	99.98
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	35.00
Check	03/04/2016	114676	Leaf (618-005)	Inv# 6321624 Copier Lease	103.00
Total 1014617 · Equipment & Furniture					237.98
<b>1014621 · Satellite Office Utilities</b>					
Check	03/04/2016	114665	City of Elgin	Acct# 413720-6423 Monthly Charges	14.49
Check	03/04/2016	114666	Comcast (503 Cable)	Acct# 8771 20 032 0798503 Monthly Charges	8.46
Check	03/04/2016	114667	Com Ed 010	Acct# 6997418010 Monthly Charges	336.04
Total 1014621 · Satellite Office Utilities					358.99
<b>1014623 · Satellite Office Phone &amp; Intrnt</b>					
Check	03/04/2016	114659	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	118.80
Total 1014623 · Satellite Office Phone & Intrnt					118.80
<b>1014625 · Communications</b>					
Check	02/19/2016	114448	Breese Journal & Publishing Company	Inv# 99930 Hanover Happenings Winter/Spring	7,855.30

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014625 · Communications					7,855.30
<b>1014626 · Community Service Award</b>					
Check	03/01/2016	114547	Staples	Inv# 3293184070 Community Service Award Certificates	27.21
Total 1014626 · Community Service Award					27.21
<b>1014629 · Dues and Subscriptions</b>					
Check	03/04/2016	114684	Daily Herald	Acct 681793 Newspaper Service	54.60
Total 1014629 · Dues and Subscriptions					54.60
<b>1014691 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	2,583.89
Total 1014691 · Health Insurance					2,583.89
<b>1014692 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	7.90
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	133.48
Total 1014692 · Dental, Vision & Life Insurance					141.38
Total 101CMA · Community Relations					11,423.83
Total 101CVA · Community & Veteran Affairs					11,423.83
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Tourniquets (8)	175.60
Check	02/18/2016	CC Jan 16	JP Morgan Chase	AED Pads (12)	826.75
Check	03/04/2016	114687	Ralph Helm, Inc	Equipment Motor	927.61
Total 1014802 · Equipment					1,929.96
<b>1014806 · Office Supplies</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Papertowel/Pens/Wall Calendar/Trash Bags	74.08
Total 1014806 · Office Supplies					74.08
<b>1014808 · Education &amp; Training</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	International Law Enforcement Educators/Trainers Assoc Membership	125.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Firehouse Magazine Subscription	44.95
Total 1014808 · Education & Training					169.95
<b>1014812 · Volunteer Appreciation</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Banquet Supplies	97.13
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Refreshments	35.59
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Meeting Dinner	83.08

**Hanover Township**  
**Board Audit Report**  
February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014812 · Volunteer Appreciation					215.80
<b>1014813 · Vehicle Fuel &amp; Maintenance</b>					
Check	02/19/2016	114473	Village of Hanover Park (Fuel)	Inv# 2015-23 November Fuel	367.99
Check	03/04/2016	114692	Village of Hanover Park (Fuel)	Inv# 2016-04 January Fuel	345.58
Total 1014813 · Vehicle Fuel & Maintenance					713.57
<b>1014814 · Communications</b>					
Check	02/19/2016	114456	Comcast (ES)	Acct# 8771 10 083 0226773 Internet Monthly Charges	131.10
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	33.92
Total 1014814 · Communications					165.02
<b>1014892 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	3.95
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	44.18
Total 1014892 · Dental, Vision & Life Insurance					48.13
Total 101ES · ES - Expenditures					3,316.51
<b>101ISE · Insurance &amp; Employee Benefits</b>					
<b>1014503 · General Insurance</b>					
Check	03/01/2016	114516	Illinois Counties Risk Management Trust	Liability Insurance Claim Deductible	4,000.00
Total 1014503 · General Insurance					4,000.00
<b>1014507 · Flex Plan &amp; 457 Plan</b>					
Check	02/26/2016	114505	TASC	Inv# 37555 Admin Fees	82.93
Total 1014507 · Flex Plan & 457 Plan					82.93
<b>1014513 · Employee Wellness</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Employee Wellness	67.57
Total 1014513 · Employee Wellness					67.57
<b>1014514 · Employee Recognition</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Employee Appreciation Awards	300.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Annual Employee Appreciation Lunch (65)	1,307.84
Total 1014514 · Employee Recognition					1,607.84
Total 101ISE · Insurance & Employee Benefits					5,758.34
<b>101MAIN · Facilities Maintenance</b>					
<b>1014205 · Janitorial Supplies - Town</b>					
Check	03/01/2016	114518	Bade Paper Products, Inc	Inv# 200071 Facial Tissue/Toilet Tissue/Roll Towels/Can Liners	296.94
Total 1014205 · Janitorial Supplies - Town					296.94

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Accrual Basis

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
<b>1014206 · Janitorial Supplies - Senior</b>					
Check	03/04/2016	114661	Bade Paper Products, Inc	Inv# 200816-00 Hand Towels/Can Liners/Roll Towels/Toilet Tissue	409.52
Total 1014206 · Janitorial Supplies - Senior					409.52
<b>1014208 · Housekeeping Contract</b>					
Check	02/26/2016	114503	Perfect Cleaning Service, Inc.	Inv# 41800 Monthly Janitorial Service - Senior	1,210.00
Check	03/04/2016	114664	Custodius Chicago	Inv#25 Janitorial Service - IWC	865.00
Total 1014208 · Housekeeping Contract					2,075.00
<b>1014209 · Building Contracts</b>					
Check	02/19/2016	114464	Orkin Pest Control (IWC)	Inv# 107241174 Pest Control	62.15
Check	02/19/2016	114465	Orkin Pest Control (Senior)	Inv# 107240938 Pest Control	73.03
Check	02/19/2016	114466	Orkin Pest Control (Astor)	Inv# 106830145 Pest Control	53.79
Check	02/19/2016	114467	Orkin Pest Control (Town)	Inv# 107240936 Pest Control	65.50
Check	02/26/2016	114491	Fox Valley Fire & Safety	Inv# 966743 Annual Security Monitoring - Senior	300.00
Check	02/26/2016	114506	Tyco Integrated Security LLC	Inv# 25922542 Security Billing	81.00
Check	03/04/2016	114679	Orkin Pest Control (IWC)	Inv# 107619539 Pest Control	62.15
Check	03/04/2016	114680	Orkin Pest Control (Town)	Inv# 107619391 Pest Control	65.50
Check	03/04/2016	114681	Orkin Pest Control (Senior)	Inv# 107619392 Pest Control	73.03
Check	03/04/2016	114682	Orkin Pest Control (Astor)	Inv# 107619393 Pest Control	53.79
Total 1014209 · Building Contracts					889.94
<b>1014210 · Building Maintenance - Town</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Emergency Services LED Spot Lights (2)	172.19
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Digital Recorder (returned)	306.24
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Security Camera DVR	439.00
Check	03/04/2016	114668	Elgin Key & Lock Co., Inc.	Inv# 93478 Station1 Lockset/Conversion	218.00
Check	03/04/2016	114668	Elgin Key & Lock Co., Inc.	Inv# 93477 Key Duplicates (10)	29.25
Check	03/04/2016	114691	The Home Depot F&M	Tool Case	14.88
Total 1014210 · Building Maintenance - Town					1,179.56
<b>1014211 · Building Maintenance - Senior</b>					
Check	02/26/2016	114492	The Home Depot	Credit	-17.84
Check	03/04/2016	114691	The Home Depot F&M	3 Way PVC Connector	23.98
Total 1014211 · Building Maintenance - Senior					6.14
<b>1014212 · Building Maintenance - Astor</b>					
Check	03/04/2016	114691	The Home Depot F&M	Wall Heater	224.00
Check	03/04/2016	114691	The Home Depot F&M	Supplies	4.43
Check	03/04/2016	114691	The Home Depot F&M	Credit	-30.14
Total 1014212 · Building Maintenance - Astor					198.29
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	02/26/2016	114489	Climatetemp Service Group, LLC	Inv# S05721 Temperature/Humidity Sensor Installation on Unit	677.09
Check	02/26/2016	114508	West Town Refrigeration Corp	Inv# SI2031097 Senior Refrigerator Repair	489.52

**Hanover Township**  
**Board Audit Report**  
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Type	Date	Num	Name	Memo	Amount
Check	03/04/2016	114691	The Home Depot F&M	Switch Box/Security Camera	83.01
Total 1014214 · Equipment Maintenance - Senior					1,249.62
<b>1014219 · Vehicle Fuel - Town</b>					
Check	02/19/2016	114473	Village of Hanover Park (Fuel)	Inv# 2015-23 November Fuel	471.23
Check	03/04/2016	114692	Village of Hanover Park (Fuel)	Inv# 2016-04 January Fuel	405.43
Total 1014219 · Vehicle Fuel - Town					876.66
<b>1014221 · Cell Phone/Communications</b>					
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	118.78
Total 1014221 · Cell Phone/Communications					118.78
<b>1014222 · Trash Removal - Town</b>					
Check	02/19/2016	114470	Republic Services #933	Acct# 3-0551-6013270 Monthly Charges	246.29
Check	03/04/2016	114685	Republic Services #933	Acct# 3-0551-6013270 Monthly Charges	246.29
Total 1014222 · Trash Removal - Town					492.58
<b>1014223 · Trash Removal - Senior</b>					
Check	02/19/2016	114470	Republic Services #933	Acct# 3-0551-6000579 Monthly Charges	347.68
Check	03/04/2016	114685	Republic Services #933	Acct# 3-0551-6000579 Monthly Charges	252.50
Total 1014223 · Trash Removal - Senior					600.18
<b>1014224 · Trash Removal - Astor</b>					
Check	02/19/2016	114470	Republic Services #933	Acct# 3-0551-6013274 Monthly Charges	189.76
Check	03/04/2016	114685	Republic Services #933	Acct# 3-0551-6013274 Monthly Charges	189.76
Total 1014224 · Trash Removal - Astor					379.52
<b>1014226 · Uniforms</b>					
Check	02/26/2016	114484	Bartlett Sports	Inv# 4110 Uniform Tee-Shirts (15)	186.00
Total 1014226 · Uniforms					186.00
<b>1014230 · Trash Removal - Izaak</b>					
Check	02/19/2016	114470	Republic Services #933	Acct# 3-0551-0097167 Monthly Charges	127.99
Check	03/04/2016	114685	Republic Services #933	Acct# 3-0551-0097167 Monthly Charges	127.59
Total 1014230 · Trash Removal - Izaak					255.58
<b>1014291 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	4,058.03
Total 1014291 · Health Insurance					4,058.03
<b>1014292 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	19.75

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	350.59
Total 1014292 · Dental, Vision & Life Insurance					370.34
Total 101MAIN · Facilities Maintenance					13,642.68
<b>101PAN · Pantry</b>					
<b>1014161 · Utilities</b>					
Check	02/26/2016	114485	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	733.17
Total 1014161 · Utilities					733.17
<b>1014191 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	1,941.14
Total 1014191 · Health Insurance					1,941.14
<b>1014192 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	3.95
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	185.71
Total 1014192 · Dental, Vision & Life Insurance					189.66
Total 101PAN · Pantry					2,863.97
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	02/26/2016	114480	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	1.32
Check	02/26/2016	114481	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	2.96
Check	02/26/2016	114487	Call One	Acct# 1010-8140-0000 Monthly Charges	2,981.65
Total 1014402 · Telephone - Town					2,985.93
<b>1014403 · Utilities - Town</b>					
Check	02/19/2016	114452	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	904.85
Check	02/26/2016	114499	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	569.90
Total 1014403 · Utilities - Town					1,474.75
<b>1014405 · Internet Access - Town</b>					
Check	03/01/2016	114520	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Charges	249.85
Total 1014405 · Internet Access - Town					249.85
Total 101THE · Town Hall Expense					4,710.53
<b>101TOE · Town Office Expense</b>					
<b>1014401 · Postage</b>					
Check	03/01/2016	114515	Dolan Baumer, Kathleen M	Hearing Notice Postage	21.73
Total 1014401 · Postage					21.73

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Accrual Basis

**Hanover Township**  
**Board Audit Report**  
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Type	Date	Num	Name	Memo	Amount
<b>1014404 · Office Supplies</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Notebook	10.74
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Wireless Computer Mouse	21.99
Check	03/01/2016	114547	Staples	Inv# 3293184071 Receipt Book/Storage Boxes/Tape	100.56
Total 1014404 · Office Supplies					133.29
<b>1014406 · Printing</b>					
Check	03/01/2016	114528	Interact Business Products, LLC (Town)	Inv# 117597 Copy Charges	233.41
Check	03/04/2016	114694	Safeguard Business Systems	Inv# 031285819 Accounting Check Stock (2,000)	303.11
Total 1014406 · Printing					536.52
<b>1014408 · Salaries</b>					
Check	03/01/2016	114529	Job Giraffe	Inv# 217994 Part Time Office Temp Help	142.80
Total 1014408 · Salaries					142.80
<b>1014412 · Travel Expenses</b>					
Check	03/01/2016	114515	Dolan Baumer, Kathleen M	Mileage Reimbursement	41.36
Total 1014412 · Travel Expenses					41.36
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Notary Renewal - McGuire	201.00
Check	03/01/2016	114509	Township Clerks of Illinois	Annual Dues - K. Dolan Baumer	30.00
Check	03/01/2016	114524	Government Finance Officers Association	Notice# 188231 Annual Membership GFOA Dues (3)	640.00
Total 1014414 · Memberships, Subs & Publication					871.00
<b>1014424 · Education &amp; Training</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	ILCMA 2016 Winter Conference	210.00
Check	03/04/2016	114696	Metropolitan Township Association	Inv# 3-3-16-1 Annual Member Dues	3,000.00
Total 1014424 · Education & Training					3,210.00
<b>1014429 · Miscellaneous</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Committee Appreciation Gifts	575.84
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Board Refreshments	14.00
Total 1014429 · Miscellaneous					589.84
<b>1014531 · Community Affairs</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	TOI Awards Presentation Board	76.49
Check	03/01/2016	114510	Response	Teen Empowering Seminar Registration (3)	600.00
Total 1014531 · Community Affairs					676.49
<b>1014591 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	4,463.98

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## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014591 · Health Insurance					4,463.98
<b>1014592 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	23.70
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	362.28
Total 1014592 · Dental, Vision & Life Insurance					385.98
Total 101TOE · Town Office Expense					11,072.99
<b>104ASR · Assessor's Division</b>					
<b>1044405 · Office Supplies</b>					
Check	03/04/2016	114670	Fed Ex	Inv# 5-330-96306 Appeals Shipping to Cook County Assesor	60.01
Total 1044405 · Office Supplies					60.01
<b>1044411 · Equipment</b>					
Check	03/04/2016	114693	Current Technologies Corporation	Quote# 15669 Computer Upgrades	368.59
Total 1044411 · Equipment					368.59
<b>1044415 · Dues, Subs &amp; Publications</b>					
Check	02/19/2016	114471	The Sidwell Company	Inv# 102674 Annual Cook County Atlas	143.50
Check	03/01/2016	114521	Cook County Township Assessors' Assoc	Annual Dues	400.00
Total 1044415 · Dues, Subs & Publications					543.50
<b>1044491 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	642.75
Total 1044491 · Health Insurance					642.75
<b>1044492 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	10.47
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	253.96
Total 1044492 · Dental, Vision & Life Insurance					264.43
Total 104ASR · Assessor's Division					1,879.28
<b>109YFS · Youth &amp; Family Services</b>					
<b>109ADM · Administration &amp; Clinical</b>					
<b>1094612 · Consulting Fees</b>					
Check	02/26/2016	114494	Michael Kelly	Consultation Services	300.00
Total 1094612 · Consulting Fees					300.00
<b>1094613 · Answering Service</b>					
Check	02/26/2016	114488	Community Crisis Center	After Hours Telephone Response FY16	1,200.00
Total 1094613 · Answering Service					1,200.00

**Hanover Township**  
**Board Audit Report**  
February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
<b>1094614 · Printing</b>					
Check	03/01/2016	114531	Kwik Print	Inv# 56733 Letterhead	92.20
Total 1094614 · Printing					92.20
<b>1094618 · Psychiatric Backup</b>					
Check	02/19/2016	114446	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	705.00
Total 1094618 · Psychiatric Backup					705.00
<b>1094619 · Office Supplies</b>					
Check	02/19/2016	114468	Quill Corporation	Inv# 2825392 Coffee/Condiment Organizer	67.56
Check	03/01/2016	114544	Quill Corporation	Credit # 333900 Receipt Books (5)	-70.95
Total 1094619 · Office Supplies					-3.39
<b>1094626 · Equipment &amp; Furniture</b>					
Check	03/04/2016	114693	Current Technologies Corporation	Quote# 15669 Computer Upgrades	886.86
Total 1094626 · Equipment & Furniture					886.86
<b>1094691 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	7,174.40
Total 1094691 · Health Insurance					7,174.40
<b>1094692 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	31.60
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	483.91
Total 1094692 · Dental, Vision & Life Insurance					515.51
Total 109ADM · Administration & Clinical					10,870.58
<b>109OUT · Outreach &amp; Prevention</b>					
<b>1094627 · Open Gym Program.</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Prime Membership (Cancelled)	99.00
Total 1094627 · Open Gym Program.					99.00
<b>1094643 · Education &amp; Training</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Substance Abuse Prevention Conference - McSheffrey	155.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Non- Medication Workshop - Teachout	199.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Effective Strategies Workshop - Baig	30.00
Total 1094643 · Education & Training					384.99
<b>1094647 · Office Supplies</b>					
Check	02/19/2016	114468	Quill Corporation	Inv# 2748909 Coffee Tea Supplies/Screen Cleaner	16.79
Total 1094647 · Office Supplies					16.79

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
<b>1094651 - Cellphones</b>					
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	106.53
Total 1094651 - Cellphones					106.53
<b>1094791 - Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	4,391.41
Total 1094791 - Health Insurance					4,391.41
<b>1094792 - Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	23.70
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	351.16
Total 1094792 - Dental, Vision & Life Insurance					374.86
Total 109OUT - Outreach & Prevention					5,373.58
Total 109YFS - Youth & Family Services					16,244.16
Total 1014 - Town Fund - Expenditures					97,314.29
<b>1104 - Senior Center - Expenditures</b>					
<b>1104ADM - Administration</b>					
<b>1104524 - Utilities</b>					
Check	02/19/2016	114453	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	2,500.30
Check	02/26/2016	114500	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges	829.01
Total 1104524 - Utilities					3,329.31
<b>1104525 - Telephone &amp; High Speed Internet</b>					
Check	02/26/2016	114504	Sprint	Acct# 897162515 Monthly Charges	196.86
Total 1104525 - Telephone & High Speed Internet					196.86
<b>1104527 - Equipment</b>					
Check	02/19/2016	114461	Leaf (478-001)	Acct# 100-3025478-001 Lower Level Copier Lease	138.60
Check	02/26/2016	114495	Leaf (568-001)	Inv# 6306957 Reception Copier Lease	38.00
Check	03/04/2016	114675	Leaf (618-003)	Inv# 6334794 Postage Machine Lease	87.00
Check	03/04/2016	114677	Leaf (618-002)	Inv# 6321622 Library Copier Lease	35.32
Total 1104527 - Equipment					298.92
<b>1104528 - Office Supplies</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Post It Tabletop Easel (2)	40.39
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Dry Erase Wall Posters	24.42
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Portfolio (2)/Paper/Post Its/Pens	55.14
Check	03/01/2016	114530	Interact Business Products, LLC (SS)	Inv# 117664 Envelope Sealing Liquid	26.67
Check	03/01/2016	114544	Quill Corporation	Inv# 3270155 Ink/Toner	286.93
Check	03/01/2016	114544	Quill Corporation	Inv# 3540972 Folders	9.02
Check	03/01/2016	114547	Staples	Inv# 3293184072 Envelope Sealer	65.35

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Check	03/01/2016	114547	Staples	Inv# 3292639533 Ink (3)	121.47
Check	03/01/2016	114547	Staples	Inv# 3292639531 Envelope Sealer/Color Paper	52.14
Check	03/01/2016	114547	Staples	Credit for Inv# 3292639532	-23.98
Check	03/04/2016	114693	Current Technologies Corporation	Quote# 15669 Computer Upgrades	1,523.57
Total 1104528 · Office Supplies					2,181.12
<b>1104529 · Postage</b>					
Check	03/01/2016	114511	Colagrossi, Tracey N	Shipping/Postage Supplies	24.78
Total 1104529 · Postage					24.78
<b>1104533 · Printing</b>					
Check	02/19/2016	114460	Interact Business Products, LLC (SS)	Inv# 116894 Copy Charges	192.78
Check	03/04/2016	114673	Interact Business Products, LLC (SS)	Inv# 117835 Copy Charges	237.56
Check	03/04/2016	114673	Interact Business Products, LLC (SS)	Inv# 118001 Copy Charges	39.86
Total 1104533 · Printing					470.20
<b>1104534 · Dues, Subs &amp; Publications</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Offsite Retreat Book Supplies	24.97
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Visual Meeting Book	23.93
Check	02/19/2016	114442	NCOA	Accreditation Base Fee	500.00
Total 1104534 · Dues, Subs & Publications					548.90
<b>1104535 · Travel</b>					
Check	02/26/2016	114474	Patti Loomis	Mileage Reimbursement	29.31
Total 1104535 · Travel					29.31
<b>1104536 · Education &amp; Training</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Coaching Caregivers Workshop - Seul	30.00
Total 1104536 · Education & Training					30.00
<b>1104538 · Community Affairs</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Senior Committee Recognition Lunch	211.84
Check	02/18/2016	CC Jan 16	JP Morgan Chase	AISC Meeting Lunch (2)	39.25
Total 1104538 · Community Affairs					251.09
<b>1104539 · Miscellaneous</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Senior Outing Driver Lunch	14.11
Check	03/01/2016	114511	Colagrossi, Tracey N	Petty Cash - Bus Driver Lunches/Program Supplies	302.11
Total 1104539 · Miscellaneous					316.22
<b>1104591 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	8,278.78

**Hanover Township**  
**Board Audit Report**  
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Type	Date	Num	Name	Memo	Amount
Total 1104591 · Health Insurance					8,278.78
<b>1104592 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	39.50
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	443.39
Total 1104592 · Dental, Vision & Life Insurance					482.89
Total 1104ADM · Administration					16,438.38
<b>1104NUT · Nutrition</b>					
<b>1105551 · Food</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Cafe Food	361.85
Check	02/19/2016	114457	Gordon Food Service	Inv# 168348329 Nutrition Program Food	567.06
Check	02/19/2016	114457	Gordon Food Service	Credit 7232353	-88.35
Check	02/19/2016	114457	Gordon Food Service	Credit 7173977	-48.74
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2126972 Nutrition Program Food	88.75
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2126377 Nutrition Program Food	34.89
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124819 Nutrition Program Food	16.25
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124820 Nutrition Program Food	3.63
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124818 Nutrition Program Food	6.13
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2123246 Nutrition Program Food	146.91
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2122084 Nutrition Program Food	126.95
Check	02/19/2016	114458	Get Fresh Produce, Inc	Credit	-198.41
Check	02/26/2016	114482	Ace Coffee Bar	Inv# 2940-447899 Tea Supplies	14.75
Check	03/01/2016	114511	Colagrossi, Tracey N	Cafe Food	46.77
Check	03/01/2016	114525	Gordon Food Service	Inv# 168493099 Nutrition Program Food	210.86
Check	03/01/2016	114525	Gordon Food Service	Inv# 934046096 Nutrition Program Food	36.00
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2129527 Nutrition Program Food	56.11
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2130009 Nutrition Program Food	35.44
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2134675 Nutrition Program Food	218.13
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2131723 Nutrition Program Food	42.35
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2128348 Nutrition Program Food	78.80
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2133121 Nutrition Program Food	62.25
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2132540 Nutrition Program Food	135.11
Check	03/01/2016	114526	Get Fresh Produce, Inc	Credit Memo 934046096	-82.00
Check	03/04/2016	114671	Gordon Food Service	Inv# 168639811 Nutrition Program Food	363.54
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2137782 Nutrition Program Food	121.51
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2139597 Nutrition Program Food	35.51
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2137782 Nutrition Program Food	59.86
Total 1105551 · Food					2,451.91
<b>1105553 · Supplies</b>					
Check	02/19/2016	114457	Gordon Food Service	Inv# 168348329 Nutrition Program Supplies	70.13
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2127253 Nutrition Program Supplies	14.40
Check	02/26/2016	114496	Mickey's Linen	Inv# 105349 Nutrition Program Supplies	32.26
Check	02/26/2016	114496	Mickey's Linen	Inv# 105945 Nutrition Program Supplies	31.84
Check	03/01/2016	114525	Gordon Food Service	Inv# 168493099 Nutrition Program Supplies	135.53
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2129527 Nutrition Program Supplies	22.80

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Check	03/01/2016	114532	Mickey's Linen	Inv# 106540 Nutrition Program Supplies	31.84
Check	03/04/2016	114671	Gordon Food Service	Inv# 168639811 Nutrition Program Supplies	67.90
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2135675 Nutrition Program Supplies	18.83
Total 1105553 · Supplies					425.53
<b>1105555 · Recruitment</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Line Cook Position Posting	189.00
Total 1105555 · Recruitment					189.00
<b>1105558 · Home Delivered Meals Food</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Home Delivered Meals	361.85
Check	02/19/2016	114457	Gordon Food Service	Inv# 168348329 HDM Food	567.06
Check	02/19/2016	114457	Gordon Food Service	Credit 7232353	-88.35
Check	02/19/2016	114457	Gordon Food Service	Credit 7173977	-48.74
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2126972 Home Delivered Meals	88.75
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2126377 Home Delivered Meals	34.89
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124819 Home Delivered Meals	16.25
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124820 Home Delivered Meals	3.62
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2124818 Home Delivered Meals	6.12
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2123246 HDM Food	146.92
Check	02/19/2016	114458	Get Fresh Produce, Inc	Inv# 2122084 Home Delivered Meals	126.96
Check	02/19/2016	114458	Get Fresh Produce, Inc	Credit	-198.42
Check	03/01/2016	114525	Gordon Food Service	Inv# 168493099 HDM Food	210.87
Check	03/01/2016	114525	Gordon Food Service	Inv# 934046096 HDM Food	46.00
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2129527 Home Delivered Meals	56.12
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2130009 Home Delivered Meals	35.44
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2134675 Home Delivered Meals	218.13
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2131723 Home Delivered Meals	42.35
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2128348 Nutrition Program Supplies	78.80
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2132540 Home Delivered Meals	135.11
Check	03/04/2016	114671	Gordon Food Service	Inv# 168639811 HDM Food	363.53
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2139159 HDM Food	121.50
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2139597 HDM Food	35.51
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2137782 HDM Food	59.86
Total 1105558 · Home Delivered Meals Food					2,420.13
<b>1105560 · Home Delivered Meals Supplies</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Insulated Food Carrier Bags (4)	844.88
Check	02/19/2016	114457	Gordon Food Service	Inv# 168348329 HDM Supplies	70.13
Check	02/26/2016	114496	Mickey's Linen	Inv# 105349 HDM Supplies	32.26
Check	02/26/2016	114496	Mickey's Linen	Inv# 105945 HDM Supplies	31.84
Check	03/01/2016	114525	Gordon Food Service	Inv# 168493099 HDM Supplies	135.54
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2129527 HDM Supplies	34.96
Check	03/01/2016	114526	Get Fresh Produce, Inc	Inv# 2134675 HDM Supplies	24.34
Check	03/01/2016	114532	Mickey's Linen	Inv# 106540 HDM Supplies	31.84
Check	03/04/2016	114671	Gordon Food Service	Inv# 168639811 HDM Supplies	67.91

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Check	03/04/2016	114672	Get Fresh Produce, Inc	Inv# 2135675 HDM Supplies	18.82
Total 1105560 · Home Delivered Meals Supplies					1,292.52
<b>1105791 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	1,022.69
Total 1105791 · Health Insurance					1,022.69
<b>1105792 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	3.95
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	48.45
Total 1105792 · Dental, Vision & Life Insurance					52.40
Total 1104NUT · Nutrition					7,854.18
<b>1104SOC · Programs &amp; Services</b>					
<b>1104510 · Satellite Programming</b>					
Check	03/01/2016	114548	Tranquility Yoga Studio	Yoga Class Instruction IWC	140.00
Total 1104510 · Satellite Programming					140.00
<b>1104515 · Programming</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Program Refreshments	33.11
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Township Recognition Event Supplies	11.88
Check	02/18/2016	CC Jan 16	JP Morgan Chase	New Years @ Noon Supplies	91.18
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Exercise Bands	91.15
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Pinochle Playing Cards	19.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Pizza and Movie Refreshments	8.18
Check	02/18/2016	CC Jan 16	JP Morgan Chase	LLMP Room DVD Player	48.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Audio Book Monthly Subscription	14.95
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Senior Group Winery Tour (20)	300.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Yoga Retreat Materials	108.04
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Romeo & Juliet Tickets (20)	804.50
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Program Refreshments	8.12
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Card Shuffler/Audio Cable	21.67
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Senior Outing Deposit	100.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Baker House Lunch/Tour (30)	749.50
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Pizza & Movie	102.93
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Brunch Cafe Lunch	315.00
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Program Supplies	1.30
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Monthly Movie Subscription	15.99
Check	02/19/2016	114444	Marcotte Music, LLC	St Patricks Day Entertainment	800.00
Check	02/26/2016	114498	Beth Marshall	Gift Shop Mop	17.80
Check	03/01/2016	114543	Paddlewheel Riverboats	Riverboat Cruise Deposit	50.00
Check	03/01/2016	114544	Quill Corporation	Inv# 3540972 Program Refreshments	37.92
Check	03/01/2016	114546	Sam's Club (Town 0487 6)	Program Coffee/Tea Supplies	467.64
Check	03/01/2016	114547	Staples	Inv# 3292639531 Coffee/Tea	14.79

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Total 1104515 · Programming					4,234.63
<b>1104516 · Social Services</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	CHope Certified Mailing	19.70
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Lunch Meeting Supplies	95.25
Total 1104516 · Social Services					114.95
<b>1104519 · Senior Assistance</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Utilities Assistance	289.71
Total 1104519 · Senior Assistance					289.71
<b>1104520 · Volunteer Services</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Recongition Plaque	45.45
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Recongition Plaque	45.45
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Volunteer Express/HDM Driver WIndow Signs	241.50
Check	02/19/2016	114443	Joanne Watson	Home Delivered Meals Mileage Reimbursement	51.84
Check	02/26/2016	114475	Charles Coleman	Home Delivered Meals Mlileage Reimbursement	27.54
Check	02/26/2016	114476	Carla Fruhauf	Home Delivered Meals Mileage Reimbursement	46.44
Check	02/26/2016	114477	Anita Kopinski	Home Delivered Meals Mileage Reimbursement	164.70
Check	02/26/2016	114478	Elgin Shopping Mall	Volunteer Recruitment	50.00
Check	03/01/2016	114512	Jeannine Havlik	Home Delivered Meals Mileage Reimbursement	127.44
Check	03/01/2016	114513	William Riccio	Home Delivered Meals Mileage Reimbursement	55.78
Total 1104520 · Volunteer Services					856.14
<b>1104526 · Club 59</b>					
Check	03/04/2016	114669	Eagle Printing and Graphics	Club 59 Newsletter Postage	2,115.06
Total 1104526 · Club 59					2,115.06
<b>1104532 · Visual Arts</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Puppet Show Program Music	22.09
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Puppet Show Program Music	0.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Puppet Show Stage	322.83
Check	02/19/2016	114449	Blick Art Materials	Inv# 5504227 Art Supplies	79.36
Check	03/01/2016	114514	Baptist, Susan L	Art Program Supplies	24.99
Check	03/01/2016	114519	Blick Art Materials	Inv# 5686354 Art Supplies	73.68
Check	03/01/2016	114547	Staples	Inv# 3292639533 Art Project Tape	23.96
Check	03/04/2016	114663	Blick Art Materials	Inv# 5729348 Art Supplies	219.33
Check	03/04/2016	114663	Blick Art Materials	Inv# 5728879 Art Supplies	103.43
Total 1104532 · Visual Arts					870.66
Total 1104SOC · Programs & Services					8,621.15
<b>1104TRN · Transportation</b>					
<b>1104512 · Volunteer Express</b>					
Check	03/04/2016	114658	Sue Mattioli	Volunteer Express Mileage Reimbursement	122.58

**Hanover Township**  
**Board Audit Report**  
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Type	Date	Num	Name	Memo	Amount
Total 1104512 · Volunteer Express					122.58
<b>1104518 · Vehicle Maintenance</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Bus 139 Spare Key	6.38
Check	02/19/2016	114450	Complete Fleet Services Inc.	Inv# 12473 Oil Change/Tire Rotation/Safety Inspection	387.10
Check	02/19/2016	114450	Complete Fleet Services Inc.	Inv# 12451 Oil Change/Coolant/Rear Tires/Serpentine Belt	1,235.87
Check	02/19/2016	114450	Complete Fleet Services Inc.	Inv# 12394 Oil Change/Fuel Filter/Coolant/Safety Inspection	598.44
Check	02/19/2016	114463	O'Reilly Auto Parts	Inv# 3421468570 Motor Oil/Wiper Fluid	67.71
Check	03/01/2016	114511	Colagrossi, Tracey N	Motor Oil	6.53
Total 1104518 · Vehicle Maintenance					2,302.03
<b>1104550 · Telephone</b>					
Check	03/01/2016	114549	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	603.88
Total 1104550 · Telephone					603.88
<b>1104551 · Training</b>					
Check	02/19/2016	114447	Alexian Bros Corporate Health Services	Inv# 588237 Employee Physicals (2)	184.00
Total 1104551 · Training					184.00
<b>1104552 · Fuel</b>					
Check	02/19/2016	114473	Village of Hanover Park (Fuel)	Inv# 2015-23 November Fuel	2,125.23
Check	03/04/2016	114692	Village of Hanover Park (Fuel)	Inv# 2016-04 January Fuel	2,113.29
Total 1104552 · Fuel					4,238.52
<b>1104691 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	5,617.69
Total 1104691 · Health Insurance					5,617.69
<b>1104692 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	30.22
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	488.47
Total 1104692 · Dental, Vision & Life Insurance					518.69
Total 1104TRN · Transportation					13,587.39
Total 1104 · Senior Center - Expenditures					46,501.10
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024202 · Office Supplies</b>					
Check	03/01/2016	114547	Staples	Inv# 3292639530 Labels	11.23
Check	03/01/2016	114547	Staples	Inv# 3291717896 Copy Paper	39.99
Check	03/01/2016	114547	Staples	Inv# 3293184073 Toner	83.99
Check	03/04/2016	114689	Staples	Inv# 32937746941 Copy Paper/Folders	103.46

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 2024202 · Office Supplies					238.67
<b>2024204 · Equipment</b>					
Check	02/26/2016	114490	Comcast (WS)	Acct 8771 10 085 0097898 Monthly Charges	136.51
Total 2024204 · Equipment					136.51
<b>2024210 · Printing</b>					
Check	02/26/2016	114493	Interact Business Products, LLC (WS)	Inv# 117607 Copy Charges	44.77
Total 2024210 · Printing					44.77
<b>2024213 · Community Affairs / Misc</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Community Resource Group Breakfast	23.03
Total 2024213 · Community Affairs / Misc					23.03
<b>2024507 · Professional Services</b>					
Check	02/19/2016	114447	Alexian Bros Corporate Health Services	Inv# 588237 Employee Physical	83.00
Check	02/19/2016	114447	Alexian Bros Corporate Health Services	Inv# 587549 Employee Physicals (2)	127.00
Check	03/04/2016	114683	NJS Enterprises, Inc	Inv# 0160124 GA.net Software Service Contract	2,800.00
Total 2024507 · Professional Services					3,010.00
<b>2024509 · Volunteer Appreciation</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Auxiliary Staff Recognition Event Refreshments	53.99
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Auxiliary Staff Recognition Event Supplies	114.72
Total 2024509 · Volunteer Appreciation					168.71
<b>2024591 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	1,285.50
Total 2024591 · Health Insurance					1,285.50
<b>2024592 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	7.90
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	112.90
Total 2024592 · Dental, Vision & Life Insurance					120.80
Total 2024ADM · Administration					5,027.99
<b>2024HOM · Home Relief</b>					
<b>2024102 · Rent</b>					
Check	03/01/2016	3847	Deomatie Ramasami	March 2016 Rent	650.00
Check	03/01/2016	3848	Spring Lakes Estates	March 2016 Rent	400.00
Check	03/01/2016	3849	Son Hui Anderson	March 2016 Rent	500.00
Check	03/01/2016	3850	Jason Ludwig	March 2016 Rent	650.00
Check	03/01/2016	3853	Southwicke on Sutton Condo Assn.	March 2016 Rent	151.63
Check	03/01/2016	3855	Country Mutual Insurance Company	Home Insurance Assistance Acct 3893787	32.42
Check	03/01/2016	3857	Angie Hoeltzer	March 2016 Rent	400.00

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Check	03/01/2016	3859	William Kallas	March 2016 Rent	500.00
Check	03/01/2016	3860	John Banbury	March 2016 Rent	50.00
Check	03/01/2016	3862	Brittany Wilk	March 2016 Rent	650.00
Check	03/01/2016	3863	Orchard Hill Apartments	March 2016 Rent	650.00
Check	03/01/2016	3864	Spring Lakes Estates	March 2016 Rent	495.54
Check	03/01/2016	3865	James Susman	March 2016 Rent	650.00
Total 2024102 · Rent					5,779.59
<b>2024103 · Utilities</b>					
Check	02/23/2016	3846	Com Ed	Utilities Assistance Acct 7328556035	134.81
Check	03/01/2016	3851	City of Elgin	Utilities Assistance Acct# 347235-2920	49.81
Check	03/01/2016	3852	Village of Streamwood	Utility Assistance 146-0322-00-02	42.87
Check	03/01/2016	3854	NICOR	Utility Assistance Acct 48-51-13-2119	65.71
Check	03/01/2016	3856	Com Ed	Utilities Assistance Acct 0707059087	141.72
Check	03/01/2016	3861	Com Ed	Utilities Assistance Acct 7338667018	107.69
Check	03/01/2016	3866	Advanced Disposal Solid Waste Midwe...	Utilities Assistance Acct T009595	49.44
Check	03/01/2016	3867	Com Ed	Utilities Assistance Acct 7338667018	56.36
Check	03/01/2016	3868	Village of Streamwood	Utility Assistance 266-0016-00-05	78.60
Check	03/01/2016	3869	NICOR	Utility Assistance Acct 41-35-60-0441 0	265.51
Total 2024103 · Utilities					992.52
<b>2024105 · Personal Essentials</b>					
Check	02/23/2016	3845	Walmart	Personal Essential Items	44.50
Check	03/01/2016	3870	Walmart	Personal Essential Items (9)	1,116.68
Check	03/04/2016	3872	Walmart	Personal Essential Items	150.00
Total 2024105 · Personal Essentials					1,311.18
<b>2024106 · Travel Expenses</b>					
Check	03/01/2016	3855	Country Mutual Insurance Company	Auto Insurance Assistance Acct 3641234	68.47
Check	03/01/2016	3858	Allstate Fire & Casualty Insurance	Auto Insurance Policy# 912298128	50.00
Check	03/01/2016	3871	BP Gas Station	Fuel Cards (6)	375.00
Total 2024106 · Travel Expenses					493.47
Total 2024HOM · Home Relief					8,576.76
Total 2024 · Welfare Services - Expenditures					13,604.75
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034701 · Legal</b>					
Check	03/04/2016	114690	Tressler LLP	Inv# 369114 Legal Fees	157.50
Total 3034701 · Legal					157.50
<b>3034704 · Telephone</b>					
Check	03/04/2016	114688	Sprint (HWY)	Acct#162978503 Monthly Charges	268.46

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 3034704 · Telephone					268.46
<b>3034710 · Community Affairs</b>					
Check	02/26/2016	114483	Business Card - Bank of America	Bartlett Chamber Breakfast	30.00
Total 3034710 · Community Affairs					30.00
<b>3034711 · Utilities</b>					
Check	02/19/2016	114451	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	247.73
Check	02/26/2016	114501	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	305.41
Total 3034711 · Utilities					553.14
<b>3034712 · Miscellaneous</b>					
Check	02/26/2016	114483	Business Card - Bank of America	Staff Appreciation Lunch	37.90
Check	02/26/2016	114483	Business Card - Bank of America	Engineer Lunch Meeting Supplies	23.23
Check	02/26/2016	114483	Business Card - Bank of America	Foreman Lunch Meeting Supplies	13.73
Total 3034712 · Miscellaneous					74.86
<b>3034713 · Service Charges</b>					
Check	02/26/2016	114483	Business Card - Bank of America	Account Charges	5.23
Total 3034713 · Service Charges					5.23
<b>3034714 · Office Supplies</b>					
Check	03/04/2016	114693	Current Technologies Corporation	Quote# 15669 Computer Upgrades	1,253.38
Total 3034714 · Office Supplies					1,253.38
<b>3034791 · Health Insurance</b>					
Check	02/26/2016	114507	United Healthcare	Cust# 530960 Policy Coverage	1,310.25
Total 3034791 · Health Insurance					1,310.25
<b>3034792 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	11.85
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	88.36
Total 3034792 · Dental, Vision & Life Insurance					100.21
Total 3034ADM · Administration					3,753.03
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	02/19/2016	114459	Grainger	Inv# 9011390581 Pump/Booster - Douglas St	699.50
Check	02/19/2016	114472	Terrace Supply Company	Inv# 00960806 Oxygen Cylinder Rental	10.85
Check	02/26/2016	114492	The Home Depot	Nails/Cleaning Supplies/Blacktop Patch/TopSoil	231.71
Check	02/26/2016	114497	Menard's	Inv# 91900 Gloves/Bolts	24.54
Check	03/04/2016	114686	Road Safe Traffic Systems	Inv# 42242 No Outlet Road Sign	74.84

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Accrual Basis

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Total 3034602 · Operating Supplies & Materials					1,041.44
<b>3034603 · Gasoline</b>					
Check	02/19/2016	114473	Village of Hanover Park (Fuel)	Inv# 2015-23 November Fuel	891.01
Check	03/04/2016	114692	Village of Hanover Park (Fuel)	Inv# 2016-04 January Fuel	790.57
Total 3034603 · Gasoline					1,681.58
<b>3034606 · Engineering</b>					
Check	03/01/2016	114545	Spaceco, Inc	Inv# 67168 Gromer Rd Consultation	680.00
Total 3034606 · Engineering					680.00
<b>3034607 · Contract Work</b>					
Check	03/01/2016	114517	Alonso Tree Service	Tree Removal (3) - Bridlewood	500.00
Check	03/01/2016	114517	Alonso Tree Service	Tree (3) & Stump (1) Removal - Rohussen	1,000.00
Total 3034607 · Contract Work					1,500.00
<b>3034610 · Street Lighting</b>					
Check	02/19/2016	114455	Com Ed 152	Acct# 0045120152 Monthly Charges	312.24
Check	02/26/2016	114486	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	19.72
Check	03/01/2016	114550	Wood Dale Electrical Const., Inc.	Inv# 15648 Street Light Repair	891.20
Check	03/01/2016	114550	Wood Dale Electrical Const., Inc.	Inv# 15631 Street Light Repair	450.00
Total 3034610 · Street Lighting					1,673.16
Total 3034ROD · Road Maintenance					6,576.18
<b>303EQM · Equipment</b>					
<b>3034608 · Equipment Purchase</b>					
Check	02/19/2016	114454	Currie Motors Frankfort, Inc	2016 Ford F250	31,228.00
Total 3034608 · Equipment Purchase					31,228.00
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	02/19/2016	114463	O'Reilly Auto Parts	Inv# 3421467876 Wiper Fluid	15.54
Check	02/19/2016	114463	O'Reilly Auto Parts	Inv# 3421468905 Glue Pen/Headlight	17.87
Check	03/01/2016	114527	Interstate Battery System	Inv# 50320267 Wood Chipper Battery	108.95
Check	03/01/2016	114534	Preventative Maintenance Systems, Inc	Inv# 12572 Leaf Spring Repair/Plow Light/Fuel & Air Filters	2,916.89
Check	03/04/2016	114662	Bartlett Tire	Inv# 81471 Trailer Tire Repair	151.75
Total 3034609 · Maintenance Vehicles & Equip					3,211.00
Total 303EQM · Equipment					34,439.00
Total 3034 · Road & Bridge - Expenditures					44,768.21
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054012 · Office Supplies</b>					

## Hanover Township Board Audit Report February 17 through March 8, 2016

Type	Date	Num	Name	Memo	Amount
Check	02/18/2016	CC Jan 16	JP Morgan Chase	Planner	16.34
Total 5054012 · Office Supplies					16.34
<b>5054538 · Miscellaneous</b>					
Check	03/04/2016	114651	Vana, Kristin N	MHB Meeting Supplies	24.40
Total 5054538 · Miscellaneous					24.40
<b>5054540 · Special Events</b>					
Check	03/04/2016	114652	Hanover Township Foundation	Sprint 2 Spring Gold Sponsorship	500.00
Total 5054540 · Special Events					500.00
<b>5054592 · Dental, Vision &amp; Life Insurance</b>					
Check	03/01/2016	114522	Dearborn National	Monthly Life Insurance Premium	3.95
Check	03/01/2016	114523	Euclid Managers	Cust# 5641581 Dental & Vision Premium	44.18
Total 5054592 · Dental, Vision & Life Insurance					48.13
Total 5054ADM · Administration					588.87
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	03/04/2016	114653	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	313.58
Check	03/04/2016	114656	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges	251.66
Total 5054210 · Utilities					565.24
<b>5054250 · Building Maintenance</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	DVR Camera HDMI Connection Cable	84.99
Check	03/04/2016	114646	Orkin Pest Control (MHB)	Inv# 107619394 Pest Control	53.79
Check	03/04/2016	114691	The Home Depot F&M	MHB Camera Install Parts	32.30
Total 5054250 · Building Maintenance					171.08
<b>5054286 · Agency Support Services</b>					
Check	03/04/2016	114655	PAETEC	Acct# 639097797001 Monthly Charges	748.70
Check	03/04/2016	114657	Hinckley Springs (MHB)	Acct 16681552567400 Monthly Charges	82.92
Total 5054286 · Agency Support Services					831.62
Total 5054COM · Community Resource Center					1,567.94
<b>5054SVC · Service Contracts</b>					
<b>5054138 · Contract Support Services</b>					
Check	03/04/2016	114647	Ecker Center for Mental Health	Emergency Funding	10,000.00
Check	03/04/2016	114648	The Bridge Youth & Family Services	Emergency Funding	25,000.00
Total 5054138 · Contract Support Services					35,000.00
<b>5054179 · Challenge Grant Fund</b>					

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Accrual Basis

**Hanover Township  
Board Audit Report  
February 17 through March 8, 2016**

Type	Date	Num	Name	Memo	Amount
Check	03/04/2016	114650	Easter Seals DuPage & Fox Valley Regi...	Family Support Services	1,222.94
Total 5054179 · Challenge Grant Fund					1,222.94
<b>5054180 · Capital Grant Fund</b>					
Check	03/04/2016	114649	Little City Foundation	MHB Capital Funding - Furniture	5,423.83
Check	03/04/2016	114654	Journey from PADS to HOPE	Capital Funding - Computer Upgrades	7,500.00
Total 5054180 · Capital Grant Fund					12,923.83
Total 5054SVC · Service Contracts					49,146.77
Total 5054 · Mental Health - Expenditures					51,303.58
<b>7004 · Vehicle Replcmnt - Expenditures</b>					
<b>7004540 · Bus Purchase</b>					
Check	02/19/2016	114469	Pace	Bus Lease (2)	200.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
<b>8084 · Capital Projects - Expenditures</b>					
<b>8084420 · Izaak Walton Ctr Improvements</b>					
Check	02/18/2016	CC Jan 16	JP Morgan Chase	IWC ED Center Rolling Shutter/Installation	1,178.00
Check	02/26/2016	114492	The Home Depot	IWC ED Center RenovationSupplies	68.39
Total 8084420 · Izaak Walton Ctr Improvements					1,246.39
<b>8084425 · Building &amp; Perm Improvements</b>					
Check	02/26/2016	114492	The Home Depot	Astor Freezer Renovation Supplies	524.34
Check	03/04/2016	114691	The Home Depot F&M	Astor Freezer Renovation	133.15
Total 8084425 · Building & Perm Improvements					657.49
Total 8084 · Capital Projects - Expenditures					1,903.88
<b>TOTAL</b>					<b>255,595.81</b>

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, Caramelli, Krick, and Essick, and Supervisor McGuire.

No other Elected Officials were present.

Others present included Administrator James Barr, Youth and Family Services Director John Parquette, Welfare Services Director Mary Jo Imperato, Facilities & Maintenance Director Steve Spejcher, Community Health Director Kristen Smith, Mental Health Board Manager Kristen Vana, Senior Services Director Tracey Colagrossi, Community and Veterans Affairs Director Tom Kuttentberg, Mike Smith representing Emergency Services, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, Attorney Mike Airdo, Associate Attorney Jack Lonquist from Kopon Airdo, representatives from the Northwest Charges Midget Major Hockey Team, Engagement Specialist Alicia Fuller from CDK Global, Senior Vice President Dan Harrington from First Eagle Bank, a representative from Knights of Columbus Mary's Millennium Council and from the Ladies Auxiliary.

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

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

IV. Presentations

A. Veterans Honor Roll: The Supervisor invited the Board forward to honor OS3 William P. Schmidt for his service in the U.S. Army. His name will be posted to the plaque in Veterans Hall, added to the list in the Clerk's office, and he will be invited to the Veterans Honor Roll dinners.

B-F. For their contributions to the Hanover Township Food Pantry during the Holiday food and toy drives, the Supervisor and Board thanked and presented plaques of appreciation to:

- Northwest Charges Midget Major Hockey Team
- Ms Alicia Fuller, Engagement Specialist from CDK Global
- Mr. Dan Harrington, Sr. Vice President with First Eagle Bank
- Knights of Columbus Mary's Millennium Council
- Knights of Columbus Ladies Auxiliary Mary's Millennium Council

G. Trustee Elliott Johnson, President of the Township Officials of Cook County is ill and not able to attend this meeting; he rescheduled for a meeting in April.

V. Reports

A. Supervisor McGuire reported that once again Hanover Township has been recognized and will be presented with a certificate of achievement by the GFOA for the fourth consecutive year.

B. Clerk Dolan Baumer reported that Early Voting would start on February 29 and run through March 5 at the Streamwood Village Hall.

C. Highway Commissioner Ochoa was not present.

D. Assessor Smogolski was not present.

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, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted subject to final audit.

- F. Department Reports: Staff submitted reports detailing the month's activities for review. Highlights included a reminder by Director Smith that March 4 is "dress in blue day" to remember colon cancer; a group photo would be taken at about noon. Director Kuttentberg asked for assistance from Clerk Dolan Baumer on getting a date from TOI on their presentation to the Board.

- VI. Bill Paying: Administrator Barr offered the bills in two sets, the first due Alexian Brothers, from February 3, 2016 to February 16, 2016, for \$1,654.18 from the Senior Center fund.

A motion was made by Trustee Essick to approve the bills for Alexian Brothers from February 3, 2016 to February 16, 2016, for \$1,654.18 from the Senior Center fund; Trustee Caramelli seconded the motion. Trustees Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Abstain: Trustee Benoit. Motion carried.

Mr. Barr presented the second set of bills, from February 3, 2016 to February 16, 2016 as follows for review and approval by the Board:

a.	Town	\$31,350.44
b.	Senior Center	22,462.82
c.	Welfare Services	2,136.48
d.	Road and Bridge	1,991.90
e.	Mental Health Board	21,952.20
f.	Retirement	0.00
g.	Vehicle	115,785.00
h.	Capital	<u>49,501.02</u>
	Total All Funds	<u>\$245,179.86</u>

A motion was made by Trustee Benoit to approve the bills from February 3, 2016 to February 16, 2016 as presented; Trustee Krick seconded the motion. Mr. McGuire asked about the bill for Bob's Auto Body, which was incurred to fix a minor non-traffic accident on the Welfare Services van. Roll call: Ayes: Trustees Benoit, Essick, Krick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

- VII. Unfinished Business: No unfinished business was discussed.

- VIII. New Business

- A. Meeting Minutes of February 2, 2016: Clerk Dolan Baumer presented the meeting minutes of February 2, 2016 for review and approval. A motion was made by Trustee Caramelli to approve the regular meeting minutes of February 2, 2016 as presented, with a second by Trustee Essick. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

- B. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Psychiatric Services): A motion was made by Trustee Caramelli to approve the resolution #021616-1 approving a contract for services between Hanover Township and the Hanover Township Mental Health Board for psychiatric services, as presented, with a second by Trustee Benoit. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None.

Motion carried and resolution #021616-1 is adopted.

- C. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Alternative to Suspension Program): A motion was made by Trustee Benoit to approve resolution #021616-2 approving a contract for services between Hanover Township and the Hanover Township Mental Health Board for the Alternative to Suspension Program; the motion was seconded by Trustee Caramelli and followed by a roll call vote: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #021616-2 is adopted.
- D. Resolution Approving a Contract for Services Between Hanover Township and the Hanover Township Mental Health Board (Substance Abuse Prevention): A motion was made by Trustee Essick to approve resolution #021616-3 approving a contract for services between Hanover Township and the Hanover Township Mental Health Board for the Substance Abuse Prevention program; Trustee Krick seconded the motion and a roll call vote followed: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #021616-3 is adopted.
- E. Resolution Approving a Contract for Services between Hanover Township and the Hanover Township Mental Health Board (Senior Citizen Mental Health): A motion was made by Trustee Benoit to approve resolution #021616-4 approving a contract for services between Hanover Township and the Hanover Township Mental Health Board for the Senior Citizen Mental Health program; Trustee Caramelli seconded the motion and a roll call vote followed: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #021616-4 is adopted.
- F. Resolution Approving a Professional Services Agreement for Psychiatric Services with Alexian Brothers Center for Mental Health: A motion was made by Trustee Caramelli to approve resolution #021616-5 approving a professional services agreement for psychiatric services with Alexian Brothers Center for Mental Health; Trustee Essick seconded the motion and a roll call vote followed: Ayes: Trustees Essick, Krick, and Caramelli, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: None. Motion carried and resolution #021616-5 is adopted.
- G. Fiscal Year 2016-2017 Hanover Township Tentative Budget Ordinance: The tentative FY2017 budget containing an estimate of revenues and expenditures for the following funds: Town Fund, Senior Center Fund, General Assistance Fund, Community Mental Health Fund, Retirement Fund, and Vehicle Replacement Fund, constituting the total appropriation in the amount of Ten Million Three Hundred and Eighty Nine Thousand Eight Hundred and Twenty Eight Dollars was presented and a motion was made by Trustee Krick to approve the tentative Hanover Township budget ordinance #021616-1TBHT; the motion was seconded by Trustee Benoit. Supervisor McGuire noted that the Finance Committee met and this tentative budget is its recommendation to the Board. A roll call vote ensued. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #021616-1TBHT is adopted.

- H. Fiscal Year 2016-2017 Hanover Township Road District Tentative Budget Ordinance: the tentative FY17 budget containing an estimate of revenues and expenditures, constituting the total appropriation the amount of One Million Eight Hundred Fifty Three Thousand One Hundred and Fifty Dollars was presented and a motion was made by Trustee Benoit to approve the tentative Hanover Township Road District Budget ordinance #021616-2TBRD; the motion was seconded by Trustee Caramelli. Supervisor McGuire again noted that the Finance Committee met and this tentative budget is its recommendation to the Board. A roll call ensued. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and resolution #021616-2TBRD is adopted.
- I. Approval of Auditor Agreement with Tighe, Kress and Orr: The certified public accounting firm of Tighe, Kress and Orr of Elgin has presented an agreement for services for the years ended March 31, 2016 and 2017, including audit of financial statements. A motion was made by Trustee Benoit to approve the agreement with Tighe, Kress and Orr for services for auditing the years ended March 31, 2016 and 2017 as presented, with a second by Trustee Essick. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.
- IX. Executive Session: A motion to go into closed session for the purpose of discussion of §2c11 (Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.) pursuant to the Illinois Open Meetings Act, was made by Trustee Benoit and seconded by Trustee Caramelli and followed by a roll call vote. Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried. The Board adjourned at 7:28 p.m.
- The Board returned from closed session at 7:32 p.m. and a roll call vote ensued. Present were Trustees Benoit, Caramelli, Essick, and Krick, and Supervisor McGuire. Supervisor McGuire called the regular meeting of the Board back to order at 7:33 p.m.
- X. Other Business: Mr. McGuire noted that there was a front page article in the Daily Herald that highlighted the premises of the Hanover Township Youth and Family Services Alternative to Suspension program, and he further noted that a good portion of the YFS budget goes to support U-46 and this program. Unfortunately, the article did not mention Hanover Township, Youth and Family Services, nor the Alternative to Suspension program. With townships' value being questioned by lawmakers, it behooves us to make sure credit is given appropriately. To that end, he has asked Director Kuttentberg to assist in drafting a letter to the Superintendent of U-46 outlining what the Township has done with this program. The Board agreed with this plan. A reminder from Mr. Barr that the Committee on Youth dinner is scheduled for Saturday February 27 at Chicago Prime. March 8 is our next Board meeting, which is preceded by a Hearing.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:37 p.m. was made by Trustee Benoit and it was seconded by Trustee Essick. Roll call: Ayes: Trustees Benoit, Essick, Krick, and Caramelli, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer

Clerk

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

Memorandum

Supervisor  
**Brian P. McGuire**

Clerk  
**Katy Dolan Baumer**

Assessor  
**Thomas S. Smogolski**

Highway Commissioner  
**P. Craig Ochoa**

Trustees  
**Mary Alice Benoit**  
**Steve Caramelli**  
**Craig Essick**  
**Howard K. Krick**

Administrator  
**James C. Barr**

March 8, 2016

To: Hanover Township Officials

From: James C. Barr, Township Administrator  
Suzanne Powers, Assistant Township Administrator <sup>SP</sup>

Re: ProxIT Technology Solutions

Over the past six months, Administrative Services began looking at additional ways of becoming more fiscally sustainable. After an internal review of contracts and vendors, Administrative Services identified information technology (IT) as a potential area to reduce costs. The Township has contracted with the current IT vendor since 2008 and pays a rate of \$95 per hour for IT support. In December, the Township's current provider notified their clients that rates would be increasing to approximately \$155 per hour in 2016.

Administrative Services met with ProxIT Technology Solutions in November 2015 to discuss internal phone system maintenance and IT services. ProxIT offered the Township a rate of \$85 per hour for a 25 hour monthly block of services and \$95 per hour for additional hours. ProxIT also offered a discounted rate of \$75 per hour for the first two months of service. Administrative Services reviewed additional IT vendors, but found most to be cost-prohibitive or they did not provide 24 hour emergency IT support. After reviewing vendors, it was determined that ProxIT would achieve greatest cost savings to the Township.

Moving to ProxIT would achieve approximately \$3,000 in reduced costs over the course of the fiscal year. If the Township's current vendor increased rates to \$155 per hour, the cost savings of moving to ProxIT would be approximately \$21,000 annually. Additional future cost savings may also be achieved through the use of remote IT support vs. onsite support.

The resolution to approve the service agreement with ProxIT Technology Solutions for computer and information technology services will be presented to the board for approval at the next upcoming Township Board meeting on March 8, 2016. Should you have any questions or concerns, please do not hesitate to contact Assistant Township Administrator, Suzanne Powers at [spowers@hanover-township.org](mailto:spowers@hanover-township.org) or (630) 837-0301. Thank you for your time and consideration on this matter.

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

**A RESOLUTION APPROVING A MASTER SERVICE AGREEMENT WITH PROXIT  
IT TECHNOLOGY SOLUTIONS INC. FOR COMPUTER AND INFORMATION  
TECHNOLOGY SERVICES**

**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 Master Service Agreement with ProxIT Technology Solutions Inc. for computer and information technology services at Township property, 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: March 8, 2016

APPROVED: March 8, 2016

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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 March 8, 2016, and approved on March 8, 2016, as the same appears from the official records of Hanover Township.

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Katy Dolan Baumer, Township Clerk

# MASTER SERVICE AGREEMENT



This Master Service Agreement (“Agreement”) is made effective as of April 1, 2016, between ProxIT Technology Solutions Inc. (“ProxIT”), an Illinois corporation, 595 Hamilton Wood, Homewood, Illinois 60430, and Hanover Township (“Client”), 250 S. IL Route 59, Bartlett, Illinois 60103.

## Recitals

*WHEREAS*, ProxIT provides custom services pertaining to the installation and maintenance of computer technology and information management and storage systems; and

*WHEREAS*, without solicitation by ProxIT, Client requested a proposal for services to be delivered from ProxIT at a discounted rate, which ProxIT provided and Client has agreed to retain ProxIT to provide services pursuant to the terms and conditions of this Agreement.

## Promises and Covenants

*NOW THEREFORE*, in consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of such consideration being hereby acknowledged by the parties of this Agreement by execution of this Agreement, the parties hereby agree as follows.

### **Article 1: Definitions and Construction.**

1.01 Incorporation of Recitals. The above recitals of this Agreement are hereby incorporated into and made a part of this Agreement.

1.02. Certain Definitions. The defined terms parenthetically set forth in this Agreement shall be associated with the phrase or name immediately preceding. As used in this Agreement, “Person” shall mean an individual natural person, corporation, partnership, limited liability company, limited liability partnership, trust, unincorporated association, joint venture, joint stock company, governmental entity or any political subdivision thereof, or any other legally recognized entity or association.

1.03. Construction. The following principles of language construction shall apply to this Agreement unless the context clearly requires otherwise. Except where the context reveals the contrary, references to the plural include the singular, and

the singular includes the plural. The word “may” is permissive, and the word “shall” is mandatory. The term “or” means the inclusive disjunction, as represented by the phrase “and/or.” The words “hereof,” “herein,” “hereunder,” and similar terms refer to this Agreement as a whole and not to any particular provision of this Agreement. Headings and titles are for reference purposes only and shall not control or affect the construction of this Agreement. Paragraph and exhibit references are to this Agreement unless otherwise specified.

## **Article 2: Work.**

2.01. Term. This Agreement is effective April 1, 2016, and shall continue on a month-to-month basis; provided, however, the Agreement may be terminated by Client or ProxIT, with or without cause, upon 30 days’ written notice to the other party. ProxIT may terminate in the event of default of payment by Client as set forth below.

2.02. Scope of this Agreement. It is understood that from time-to-time, Client may hire ProxIT to implement large projects or installation work. Additionally, ProxIT shall throughout the term of this Agreement engage in regular maintenance work and upgrades. This Agreement is intended to apply to all work performed by ProxIT for Client, whether large projects or installation work or regular maintenance work and upgrades.

2.03. Services to be Provided. ProxIT will provide requested services to install and maintain computer and information technologies already existent or acquired in the future at Client’s premises or for Client’s use. ProxIT will be available for providing reasonable emergency services on weekends or during evening hours from remote locations. Given the nature of ProxIT services, Client is aware that a substantial portion of ProxIT services are provided to Client remotely and Client shall cooperate in ensuring ProxIT has remote access to Client’s information technology equipment. ProxIT shall keep Client apprised, in writing, of all work being performed and shall not undertake work without Client’s prior written consent except in emergency services situations. Emergency services shall be when Client’s information systems are imminently susceptible to corruption or loss because of an identified threat or exposure of the system, in which event ProxIT has Client’s authority to take any and all reasonable and necessary actions to preserve the Client’s information, and to the extent possible, computer equipment. Client further acknowledges in the event of an emergency services situation, all priority should be given to preserving Client’s information over preserving computer equipment. ProxIT understands and acknowledges that time is of the essence in response to emergency services situations and other service needs. Upon the completion of any emergency services situations, ProxIT shall provide Client with a written report of the emergency service situation, actions taken by ProxIT to preserve Client’s data, and

what measures ProxIT and/or Client can implement to prevent such corruption in the future.

2.04. Scheduled Maintenance. Client and ProxIT shall endeavor to cooperate to establish and keep a maintenance schedule to preserve Client's information and computer equipment. Upon the establishment of a maintenance schedule between Client and ProxIT, any change to the scheduled maintenance shall be agreed to by Client and ProxIT in writing. This schedule shall include periodic reviews of existent equipment with recommendations by ProxIT for replacement equipment, upkeep of equipment, and new equipment. Client may request ProxIT's professional consultation prior to the purchase of any replacement equipment, upkeep of equipment, and new equipment. ProxIT will not charge Client for obtaining simple quotes for the cost of new or replacement information technology equipment. Time spent by ProxIT assisting or performing assessments of equipment or processes or budgeting will be charged to Client at ProxIT's rates as agreed upon in this Agreement. Client shall be responsible for any and all decisions pertaining to new acquisitions and replacement of equipment. Neither party will be responsible for delays that are not due to the party's fault, act, omission, or negligence and that could not have reasonably been foreseen or provided against by the party.

2.05. Client's Confidential Information. All of Client's confidential stored information, including, but not limited to, taxpayer information and financial information of both taxpayers and the Client, made available to ProxIT or that becomes available to ProxIT by virtue of this Agreement or the relationship created by this Agreement will be held in strict confidence by ProxIT. At all times Client shall (a) maintain and store its confidential information in an encrypted manner with no less security than Advanced Encryption Standard 128 bit encryption; and (b) prohibit any and all personal digital devices of any of Client's trustees, employees, agents, customers, or other governmental entities or Persons, including, without limitation, laptop computers, smartphones, iPads and other tablets, from having access to Client's networks, wi-fi networks, or information systems where confidential information is maintained or stored. Any breach of Client's confidential stored information including, but not limited to, taxpayer information and financial information of both taxpayers and the Client, shall result in the right to terminate this Agreement at Client's sole discretion. ProxIT agrees to indemnify Client, pursuant to paragraph 4.09 of this Agreement for any breach contained under this Section 2.05, Client's Confidential Information; provided, however, Client will not be indemnified unless the conditions to indemnification as provided in paragraph 4.09 have been fully satisfied. ProxIT shall not be responsible for or indemnify Client for any unauthorized or improper access to, use of, or disclosure of any of Client's information arising from or related to any misconduct or unauthorized access to, use of, or disclosure of Client's information by any of Client's trustees, employees, agents, independent contractors, or other governmental entities or Persons.

2.06. ProxIT Confidential Information. Client shall keep confidential any specific pricing or services information of ProxIT. It is understood that Client understands and agrees that its pricing for certain services is proprietary and competitive information that ProxIT does not want disclosed to competitors, and Client shall exercise best efforts to preserve such confidences.

2.07. Excepted Information. With regard to paragraphs 2.05 and 2.06 above, no information will be considered proprietary or confidential: (a) to the extent that it is or becomes public knowledge through no fault, act, omission, or negligence of the party receiving the information; (b) which is rightfully disclosed by some third party; or (c) which is already known to the receiving party and has not been obtained in confidence from the other party to this Agreement prior to the effective date of this Agreement.

2.08. Property. All systems, computer programs, operating instructions, and other documentation developed for or specifically relating to Client's information processing, and all Client source documents, stored data, other information of any kind, and reports prepared by ProxIT will be the property of the Client. All temporary or permanent storage media containing Client's programs or other information of any kind will be available for inspection by Client's personnel or Client's designees at any time, and all information thereon shall belong to Client and shall be delivered to Client on Client's request, within a reasonable time.

### **Article 3: Payment.**

3.01. ProxIT Billing. ProxIT will bill based on time and materials at a rate of \$75.00 per hour commencing on April 1, 2016, until May 31, 2016. Starting June 1, 2016 the hourly rate will increase to \$85.00 per hour when blocks of hours are purchased in 25-hour increments; and \$95.00 per hour for any additional hours outside of the purchased block of hours. Any hours left in the block purchased expires at the end of each month. Pricing as described in this agreement will be valid through December 31, 2016, at which time the Agreement will be reviewed based on the current terms and conditions agreed to in this Agreement. Changes to the number of hours in the required monthly block of hours cannot be made before June 1, 2016, at which time changes to the number of hours in the required monthly block of hours can be made by Client, at any time, provided that Client provides ProxIT with thirty (30) days notice of the requested change. *ProxIT has agreed not to charge for travel time to or from Client's principal offices, although it is ProxIT customary practice to charge for such.* In the event ProxIT is asked to procure any equipment or hardware for Client, Client shall provide sufficient documentation to support any claim by Client of sales or excise tax exemptions from the State of Illinois. ProxIT shall use good faith efforts to obtain requested equipment at the best prices it can find, allowing for consideration of the quality of the equipment to be obtained; provided, however, ProxIT does not guarantee that its procurement of equipment for Client is the most

cost effective available at any given moment. ProxIT represents and warrants that it does not maintain any “partnership” or other relationships with any equipment vendor to procure equipment for its clients. ProxIT will follow Client’s direction in procuring equipment from specific vendors or manufacturers if such direction is provided. Client shall accept receipt of statements delivered via email to a specific person or email address provided by Client. Client shall accept receipt of statements delivered via E-Mail to a specific person or E-Mail address provided by Client under paragraph 4.01, “Notices,” and ProxIT shall subsequently mail a copy of receipt of statements to the specific person listed under paragraph 4.01, “Notices.”

3.02. Client’s payment. Payment hereunder shall be in accordance with the Illinois Prompt Payment Act (50 ILCS 505/2 *et seq.*).

**Article 4: Additional Provisions.**

4.01. Notices. Any notice or communication required or permitted pursuant to this Agreement shall be deemed to have been given upon actually delivery by personal delivery, including, without limitation, delivery by overnight messenger service or email or similar means of electronic communication to an email address provided by the party receiving the communication. In the absence of other specific direction communications shall be between the following representative persons:

*If to ProxIT:*

Scott Stephens  
ProxIT Technology Solutions Inc.  
595 Hamilton Wood  
Homewood, IL 60430  
Email: sstephens@proxitinc.com

*If to Client:*

Suzanne Powers  
Hanover Township  
250 S IL Route 59  
Bartlett, IL 60103  
Email: spowers@hanover-township.org

Each party shall be entitled to specify a different address by giving notice as aforesaid.

4.02. Modification of Agreement. No supplement, modification or waiver of this Agreement shall be binding unless executed in writing by the party to be bound thereby. No waiver of any provision of the Agreement shall be deemed or constitute a waiver of any other provision of the Agreement (whether or not similar), nor shall any waiver constitute a continuing waiver unless expressly provided so in writing.

4.03. Invalidity of Particular Provisions. If any clause, phrase, provision, or portion of this Agreement shall be invalid, or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Agreement, nor shall it affect the application of any other clause, phrase, provision, or portion hereto to other persons or circumstances.

4.04. Governing Law and Choice of Forum. The validity, construction and interpretation of this Agreement shall be governed by the laws of the State of Illinois. Any litigation arising from or pertaining to this Agreement shall be brought, as appropriate, in the Circuit Court of Cook County, Illinois, or in the United States District Court for the Northern District of Illinois, Eastern Division, both courts being located in Chicago, Illinois.

4.05. Third Persons. This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to the Agreement or to acknowledge, establish, or impose any legal duty to any third-party. Nothing herein and/or in this Agreement shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Township and/or any of Township's directors, officers, employees, volunteers, agents, licensees, successors, and assign.

4.06 Integration. This Agreement sets forth the entire understanding of ProxIT and Client. ProxIT and Client agree there shall be no change or modification to this Agreement unless any such amendment is dated, reduced to writing, execute by both parties and attached to and made a part of this Agreement.

4.07. Insurance and Limits of Liability. ProxIT shall procure and maintain at all times, at ProxIT's own expense, during the terms of this Agreement, the insurance coverage and requirements specified below, insuring all of ProxIT's operations related to the Agreement. The kinds and amounts of the insurance required are as follows:

A. Worker's Compensation and Employers Liability Insurance. Workers Compensation and Employers Liability Insurance, in accordance with the laws of the State of Illinois, covering all of ProxIT's employees with limits of not less than \$100,000.00 per accident or illness.

B. Commercial Liability Insurance. Commercial Liability Insurance or equivalent with limits of not less than \$1,000,000.00 per occurrence, for bodily injury, personal injury, or property damage liability.

C. Automobile Liability Insurance. When any motor vehicle (owned, non-owned, or hired) is used in connection with ProxIT's business activities, ProxIT shall provide automobile liability insurance with limits of not less than \$1,000,000.00 per occurrence, for bodily injury and property damage.

ProxIT shall maintain professional liability insurance for its services performed. ProxIT shall not be liable for any incidental or consequential damages, regardless of foreseeability, including, without limitation, loss of profits, good will, or data, interruption of work, or impairment of assets. ProxIT shall not be responsible for insuring any of Client's personal or real property. ProxIT shall be responsible for all losses or damages to personal property (including but not limited to materials, equipment, tools, and supplies), owned or rented, by ProxIT. ProxIT shall, upon Client's request, furnish to Client original Certificates of Insurance evidencing the required coverage to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, upon the Client's request, if the coverages have an expiration or renewal date occurrence during the term of this Agreement. ProxIT shall, upon Client's request, submit evidence of insurance prior to entering into the Agreement. ProxIT may produce copies of its insurance policies to Client. In such event, if Client has any dispute whether there is sufficient or proper coverage in compliance with this Agreement, Client shall so notify ProxIT within 10 business days of its dispute that ProxIT has complied with insurance requirements. ProxIT shall have 10 business days after notice from Client to either show that the insurance carried by ProxIT complies with this Agreement or to provide new insurance coverage to comply with this Agreement. ProxIT's current insurance provider has agreed to waive its rights of subrogation against the Township as to commercial liability insurance.

4.08. Execution in Counterpart. This Agreement may be executed in counterpart, and the Agreement along with all signature pages shall be treated as the whole.

4.09. Indemnification. (a) ProxIT shall indemnify, protect, save, defend, and hold harmless the Township from and against all claims, damages, losses, costs, penalties, obligations, liabilities, causes of action, and expenses, including but not limited to legal fees in the form of costs and attorneys' fees, arising from or in any way connected with (i) any act, error, omission, wrongful act, or negligence of ProxIT or ProxIT's directors, officers, employees, or contractor retained by ProxIT; or (ii) any accident, injury or damage occurring from, incidental to, or resulting directly or indirectly from ProxIT's or ProxIT's employees use of the Township premises (unless such loss, damages, injury, or liability is contributed by a condition on the premises itself or any equipment thereon, whether latent or patent, or from other causes whatsoever) which results in bodily injury, personal injury, or property damage to any third-party other than Client or its trustees or employees. ProxIT shall not be responsible for indemnifying Client as to any third Person claims arising from or related to Client's failure to adopt, implement, maintain, or monitor employees' compliance with information security policies, practices, actions, or equipment recommended by ProxIT. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. This obligation to

indemnify shall survive the expiration and/or termination of this Agreement for 6 months after termination of this Agreement. Nothing herein shall be construed to represent a waiver of any privileges and immunities granted, by statute or common law, to the Township as a unit of local government.

(b) In the event a third-party asserts a claim against Client which Client believes is within the purview of ProxIT's promise to indemnify Client pursuant to this Section 4.09, Client shall promptly notify ProxIT of the existence of any claim, demand, or other matter involving potential liabilities to third-parties to which ProxIT's indemnification obligations would apply and shall give ProxIT a reasonable opportunity to defend the same at its expense and with counsel of its selection (who shall be approved by Client, which approval shall not be unreasonably withheld); provided that Client shall at all times also have the right to fully participate in the defense at its own expense. If ProxIT shall, within a reasonable time after said notice, fail to defend, Client shall have the right, but not the obligation, to undertake the defense of, and to compromise, or settle (exercising reasonable business judgment) the claim or other matter on behalf, for the account, and at the risk and expense of ProxIT. If the claim is one that cannot by its nature be defended solely by ProxIT, Client shall make available all information and assistance that ProxIT may reasonably request. Client's failure to comply with these indemnification procedures shall nullify any obligation of ProxIT to indemnify any third-party claim against the Client.

4.10. Compliance. ProxIT shall comply with all applicable federal, state, and local laws relative to any work or services furnished hereunder, including, but not limited to, all applicable ordinances, regulations, license requirements, and statutes required to be complied with by Hanover Township.

4.11. Relationship of the Parties. (a) It is understood, acknowledged, and agreed by the parties that the relationship of the ProxIT to Client arising out of this Agreement shall be that of an independent contractor. Neither ProxIT, nor any employee or agent of ProxIT, is an employee, partner, joint venture, and/or agent of Client, and, therefore, is not entitled to any benefits provided to employees of Client. ProxIT has no authority to employ/retain any person as an employee or agent for or on behalf of Client for any purpose. Neither ProxIT nor any person engaging in any work or services related to the Agreement at the request or with actual or implied consent of the ProxIT may represent himself or others as an employee of Client. Should any person indicate to ProxIT or any employee or agent of the ProxIT by written or oral communication, through course of dealing or otherwise, that such person believes ProxIT, or any employee or agent of ProxIT, to be an employee of agent of Township, ProxIT shall use its best efforts to correct such belief. In ordering or accepting delivery of or paying for any goods or services, ProxIT shall do so solely in the name of the ProxIT's own business.

(b) ProxIT shall at all times have sole control over the manner, means, and methods of performing the services required by this Agreement according to its own independent judgment. ProxIT will devote such time and resources as necessary to produce the contracted for results. ProxIT shall supervise and direct the work associated with or in connection to this Agreement efficiently with its best skill and attention; and ProxIT shall be responsible for initiating, maintain, and supervising all safety precautions and programs associated with Proxit's work pursuant to this Agreement.

4.12. Default. In the event of the failure of either party to perform all of its duties and obligations under the terms and conditions of the Agreement, the non-defaulting party shall be entitled to all remedies available at law and/or equity to enforce its rights under the Agreement, including, but not limited to, reimbursement for reasonable attorneys' fees and court costs.

4.13. Non-Discrimination. ProxIT agrees to comply fully with the Federal Equal Employment Opportunities Act, the Civil Rights Act of 1974, the State Human Rights Act, the Americans with Disabilities Act, and all applicable rules and regulations promulgated thereunder, and all amendments made thereto, and ProxIT agrees not to deny services or use of the Township project property on the basis of race, creed, color, religion, sex, national origin, ancestry, age, disability, sexual orientation, marital status, or unfavorable discharge from military service (to the extent proscribed by Illinois Department of Human Rights Regulation § 2510.20) or otherwise in violation of any applicable local, state, or federal laws, ordinances, regulations, rules, and statutes.

4.14. Binding Obligation and Non-Assignability. This Agreement shall be binding upon and inure to the benefit of Client and ProxIT and their respective successors and assigns. Notwithstanding the foregoing, ProxIT shall not assign, lease, or sub-lease this Agreement without the express written consent of Client, which Client may withhold in its sole and absolute discretion. Any such assignment shall be null and void.

4.15. Miscellaneous. (a) Nothing in this Agreement shall be construed or interpreted in any way as a waiver, express or implied, of any common law and/or statutory privilege and/or immunities of Client, its Administrator, Supervisor, members of the Board of Trustees, employees, volunteers, and agents as to any claim, cause, and/or cause of action of any kind or nature whatsoever.

(b) ProxIT warrants that ProxIT is authorized to execute and effectuate this Agreement and ProxIT does so voluntarily. Client warrants that Client is authorized to execute and effectuate this Agreement and Client does so voluntarily.

(Signature Page Follows)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

ProxIT Technology Solutions Inc.

Hanover Township

By: \_\_\_\_\_  
Scott Stephens, President

By: \_\_\_\_\_  
\_\_\_\_\_