



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Special Meeting of the Town Board**  
*September 6<sup>th</sup>, 2016*  
**7:00 PM**

## **A G E N D A**

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
  - A. Veterans Honor Roll – PFC Roland H. Ehrhardt
  - B. Recognition of Communities that Care
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
  - F. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
  - A. Regular Meeting Minutes of August 16, 2016
  - B. Workshop Meeting Minutes of August 16, 2016
- IX. Executive Session
- 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

## VETERANS HONOR ROLL

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

NAME: Roland Ehrhardt

ADDRESS: 1105 Bartlett Rd Apt. 116

CITY/ZIP CODE: Bartlett IL 60103

PHONE #: 630-540-3066

EMAIL ADDRESS: none

DATE OF BIRTH: 11-28-29

BRANCH OF SERVICE: Army RANK AT DISCHARGE: PFC

YEARS OF SERVICE: FROM 3-16-51 TO 3-2-53

MEDALS AWARDED OR OTHER CITATIONS:  
Korean Service medal with 2 bronze Campaign stars  
united nations service medal and Combat Infantry badge  
and AOM Japan

INJURIES: none

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

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

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

Thank you,

*Brian P. McGuire*

Supervisor



**Hanover Township**  
 Board Audit Report  
 From 8/17/16 - 9/6/16

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	80,017.96	51.90	80,069.86
Total Senior Center	34,519.02		34,519.02
Total Welfare Services	11,830.91		11,830.91
Total Road and Bridge	54,792.50		54,792.50
Total Mental Health Board	3,972.74		3,972.74
Total Retirement	-		
Total Vehicle	54,429.00		54,429.00
Total Capital	-		
Total All Funds	<u>239,562.13</u>	<u>51.90</u>	<u>239,614.03</u>

The above "Subtotal" column has been approved for payment this 6th day of September 2016.

The above "Total" column has been approved for payment this 6th day of September 2016.

\_\_\_\_\_  
 Supervisor

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

\_\_\_\_\_  
 Supervisor

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

\_\_\_\_\_  
 Trustee

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
<b>1014 · Town Fund - Expenditures</b>					
<b>101CAP · Capital Expenditures</b>					
<b>1014410 · Equipment Purchases</b>					
Check	08/30/2016	117171	Leaf (618-004)	Inv# 6745008 Copier Lease	328.00
Check	08/30/2016	117182	Quill Corporation	Inv# 7872945 Bookcase	219.00
Total 1014410 · Equipment Purchases					547.00
<b>1014430 · Computer Equipment &amp; Software</b>					
Check	09/02/2016	117393	ProxIT Technology Solutions	Inv# 1431 Network Labor - Sept	2,040.00
Check	09/02/2016	117393	ProxIT Technology Solutions	Inv# 1434 Laptop RAM	41.50
Check	09/02/2016	117393	ProxIT Technology Solutions	Inv# 1456 Network Labor - July	855.00
Check	09/02/2016	117393	ProxIT Technology Solutions	Inv# 1447 Network Labor - August	2,042.50
Total 1014430 · Computer Equipment & Software					4,979.00
Total 101CAP · Capital Expenditures					5,526.00
<b>101CHN · Community Health</b>					
<b>1014457 · Furniture and Computer Equip</b>					
Check	08/19/2016	117121	Leaf (478-001)	Inv# 6696813 Lower Level Copier Lease	115.50
Total 1014457 · Furniture and Computer Equip					115.50
<b>1014459 · Professional Services</b>					
Check	08/19/2016	117101	Alexian Brothers Health System	Acct# G.9319 Patient Lab Assistance	51.90
Total 1014459 · Professional Services					51.90
<b>1014461 · Miscellaneous</b>					
Check	08/30/2016	117157	A1 Trophies & Awards, Inc	Inv# 19172 Engraved Plaque with Plate	35.96
Total 1014461 · Miscellaneous					35.96
<b>1014465 · Medical Supplies</b>					
Check	08/30/2016	117175	McKesson Medical Surgical	Inv# 81500051 Analyzer Paper	13.63
Check	08/30/2016	117175	McKesson Medical Surgical	Inv# 81506845 Gloves/Glucose/Hemoglobin/Test Strips/Needles/Bandages	655.65
Total 1014465 · Medical Supplies					669.28
<b>1014491 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	11.85
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	132.54

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
			Total 1014492 · Dental, Vision & Life Insurance		144.39
			Total 101CHN · Community Health		2,945.28
			<b>101CVA · Community &amp; Veteran Affairs</b>		
			<b>101CMA · Community Relations</b>		
			<b>1014611 · Education &amp; Training</b>		
Check	08/19/2016	117100	Monegato, Holly N	Photoshop Training Parking	11.00
			Total 1014611 · Education & Training		11.00
			<b>1014614 · Printing</b>		
Check	08/19/2016	117119	Interact Business Products, LLC (IWC)	Inv# 122078 Copy Charges	5.73
			Total 1014614 · Printing		5.73
			<b>1014621 · Satellite Office Utilities</b>		
Check	08/19/2016	117112	Com Ed 010	Acct# 6997418010 Monthly Charges	774.11
			Total 1014621 · Satellite Office Utilities		774.11
			<b>1014623 · Satellite Office Phone &amp; Intrnt</b>		
Check	08/19/2016	117115	Comcast (IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	179.35
Check	09/02/2016	117375	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	86.31
			Total 1014623 · Satellite Office Phone & Intrnt		265.66
			<b>1014625 · Communications</b>		
Check	08/19/2016	117106	Breese Journal & Publishing Company	Inv# 103304 Hanover Happenings	7,958.08
			Total 1014625 · Communications		7,958.08
			<b>1014691 · Health Insurance</b>		
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	7.90
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	133.48
			Total 1014692 · Dental, Vision & Life Insurance		141.38
			Total 101CMA · Community Relations		11,739.85
			<b>101VET · Veteran Affairs</b>		
			<b>1014701 · Veterans Honor Roll</b>		
Check	08/30/2016	117157	A1 Trophies & Awards, Inc	Inv# 19121 Veteran Plate	4.00

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014701 · Veterans Honor Roll					4.00
Total 101VET · Veteran Affairs					4.00
Total 101CVA · Community & Veteran Affairs					11,743.85
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Check	08/30/2016	117173	Motorola Solutions, Inc.	Inv# 92183473 Emergency Services Pagers (10)	2,323.23
Total 1014802 · Equipment					2,323.23
<b>1014803 · Uniforms</b>					
Check	08/30/2016	117181	Ray O'herron Co., Inc.	Inv# 1644598 Dress Uniform Shoes/Pants/Shirt/Coat	668.40
Check	09/02/2016	117392	Ray O'herron Co., Inc.	Inv# 1647933 Dress Uniform Coat/Shoes/Braids	377.29
Total 1014803 · Uniforms					1,045.69
<b>1014806 · Office Supplies</b>					
Check	08/30/2016	117170	Kwik Print	Inv# 58034 Business Cards (3)	121.50
Check	09/02/2016	117387	Kwik Print	Inv# 58078 Business Cards	40.50
Total 1014806 · Office Supplies					162.00
<b>1014813 · Vehicle Fuel &amp; Maintenance</b>					
Check	09/02/2016	117403	Village of Hanover Park (Fuel)	Inv# 2016-16 July Fuel	1,143.09
Total 1014813 · Vehicle Fuel & Maintenance					1,143.09
<b>1014814 · Communications</b>					
Check	08/30/2016	117161	Comcast (ES)	Acct# 8771 10 083 0226773 Internet Monthly Charges	140.60
Check	08/30/2016	117162	Chicago Communications	Inv# 284647 Mobile Radio Programming	35.00
Check	08/30/2016	117162	Chicago Communications	Inv# 284933 Vehicle Radio/Installation/Programming	447.89
Total 1014814 · Communications					623.49
<b>1014891 · Health Insurance</b>					
Check	08/19/2016	117132	United Healthcare	Cust# 530960 Policy Coverage	1,941.14
Total 1014891 · Health Insurance					1,941.14
<b>1014892 · Dental, Vision &amp; Life Insurance</b>					
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	3.95
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	170.38
Total 1014892 · Dental, Vision & Life Insurance					174.33
Total 101ES · ES - Expenditures					7,412.97

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
<b>101ISE - Insurance &amp; Employee Benefits</b>					
<b>1014507 - Flex Plan &amp; 457 Plan</b>					
Check	08/30/2016	117184	TASC	Inv# 845607 Admin Fees	82.93
Total 1014507 - Flex Plan & 457 Plan					82.93
Total 101ISE - Insurance & Employee Benefits					82.93
<b>101MAIN - Facilities Maintenance</b>					
<b>1014205 - Janitorial Supplies - Town</b>					
Check	08/19/2016	117103	Bade Paper Products, Inc	Inv# 202910-00 Toilet Tissue/Roll Towels/Multifold Towels/Can Liners	369.52
Total 1014205 - Janitorial Supplies - Town					369.52
<b>1014208 - Housekeeping Contract</b>					
Check	08/19/2016	117118	Imperial Service Systems, Inc	Inv# 96799 Cleaning Services - Town Hall	1,069.00
Check	08/19/2016	117128	Scrubco	Inv# 6938 Monthly Cleaning - Astor	800.00
Check	08/30/2016	117183	Perfect Cleaning Service, Inc.	Inv# 42675 Monthly Cleaning - Senior	1,210.00
Total 1014208 - Housekeeping Contract					3,079.00
<b>1014209 - Building Contracts</b>					
Check	08/19/2016	117123	Orkin Pest Control (Town)	Inv# 123603424 Pest Control	66.48
Check	08/19/2016	117124	Orkin Pest Control (Senior)	Inv# 123603399 Pest Control	74.49
Check	08/19/2016	117129	Tyco Integrated Security LLC	Inv# 26997559 Quarterly Alarm Billing - Astor	255.00
Check	08/19/2016	117129	Tyco Integrated Security LLC	Inv# 26997561 Quarterly Alarm Billing - Senior	255.00
Total 1014209 - Building Contracts					650.97
<b>1014210 - Building Maintenance - Town</b>					
Check	08/19/2016	117116	Elgin Key & Lock Co., Inc.	Inv# 95109 OCH Safe Keys	39.50
Check	08/19/2016	117116	Elgin Key & Lock Co., Inc.	Inv# 95080 YFS Duplicate Keys	23.60
Check	09/02/2016	117384	The Home Depot F&M	Photo Cells/Battery/Cotter Pins/Drill Bits/LED Troffer/Blinds Trim/Flush Repair Kit	268.22
Total 1014210 - Building Maintenance - Town					331.32
<b>1014211 - Building Maintenance - Senior</b>					
Check	08/19/2016	117116	Elgin Key & Lock Co., Inc.	Inv# 95084 Senior Center Locks Proximity Fobs (25)	191.25
Check	09/02/2016	117383	Grainger	Inv# 9191805168 V-Belt	27.46
Check	09/02/2016	117383	Grainger	Credit 9613509729	-93.87
Check	09/02/2016	117384	The Home Depot F&M	Drill Bits Set/Sprinkler/Toilet Flange/Wax Ring/Bolts/Floor Shine	128.69
Check	09/02/2016	117401	Staples	Inv# 3310190267 Ethernet Cable Switch	49.99
Total 1014211 - Building Maintenance - Senior					303.52
<b>1014212 - Building Maintenance - Astor</b>					
Check	09/02/2016	117384	The Home Depot F&M	Carbide Bit	42.43

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014212 · Building Maintenance - Astor					42.43
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	08/19/2016	117117	Fox Valley Fire & Safety	Inv# 18736 Relocation of Zone Expander/Receivers	526.97
Check	08/19/2016	117122	Midwest Electrical Service Center	Inv# 2662 Preventive Maintenance Agreement	120.00
Check	08/30/2016	117164	Climatetemp Service Group, LLC	Inv# S06790 RTU 1 Fan Replacement	611.51
Check	08/30/2016	117164	Climatetemp Service Group, LLC	Inv# S06489 RTU 2 Motor/Blade/Capacitor	1,163.50
Check	09/02/2016	117383	Grainger	Inv# 9142488692 Pleated Air Filters	202.52
Total 1014214 · Equipment Maintenance - Senior					2,624.50
<b>1014215 · Equipment Maintenance - Astor</b>					
Check	09/02/2016	117384	The Home Depot F&M	RTU Filters	67.88
Total 1014215 · Equipment Maintenance - Astor					67.88
<b>1014219 · Vehicle Fuel - Town</b>					
Check	08/30/2016	117188	Al Warren Oil Co., Inc	Inv# W0996874 Senior Center Generator Fuel	548.36
Check	09/02/2016	117403	Village of Hanover Park (Fuel)	Inv# 2016-16 July Fuel	488.06
Total 1014219 · Vehicle Fuel - Town					1,036.42
<b>1014226 · Uniforms</b>					
Check	08/30/2016	117160	Bartlett Sports	Inv# 4244 Staff Apparel (6)	174.00
Total 1014226 · Uniforms					174.00
<b>1014229 · Equipment Maintenance - Izaak</b>					
Check	08/19/2016	117113	Carol Stream Lawn and Power	Inv# 384749 Saw	287.05
Total 1014229 · Equipment Maintenance - Izaak					287.05
<b>1014291 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	19.75
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	350.59
Total 1014292 · Dental, Vision & Life Insurance					370.34
Total 101MAIN · Facilities Maintenance					13,394.98
<b>101PAN · Pantry</b>					
<b>1014161 · Utilities</b>					
Check	08/19/2016	117109	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	735.70

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014161 · Utilities					735.70
<b>1014191 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	3.95
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	185.71
Total 1014192 · Dental, Vision & Life Insurance					189.66
Total 101PAN · Pantry					2,866.50
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	08/30/2016	117155	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	174.74
Check	08/30/2016	117156	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	219.12
Check	09/02/2016	117374	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges	9.51
Total 1014402 · Telephone - Town					403.37
<b>1014403 · Utilities - Town</b>					
Check	08/19/2016	117111	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	1,489.91
Check	08/30/2016	117180	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	160.38
Total 1014403 · Utilities - Town					1,650.29
<b>1014405 · Internet Access - Town</b>					
Check	08/30/2016	117163	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Internet Charges	249.85
Check	09/02/2016	117377	Comcast (Town 207)	Acct# 8771 10 083 0234207 Monthly Cable Charges	16.89
Total 1014405 · Internet Access - Town					266.74
Total 101THE · Town Hall Expense					2,320.40
<b>101TOE · Town Office Expense</b>					
<b>1014404 · Office Supplies</b>					
Check	09/02/2016	117401	Staples	Inv# 3312269437 Paper Clips	5.49
Check	09/02/2016	117401	Staples	Inv# 3312269435 Stapler/Binder Clips/Pens	60.93
Check	09/02/2016	117401	Staples	Inv# 3310190266 Receipt Book/Copy Paper	257.40
Check	09/02/2016	117401	Staples	Inv# 3310190267 Label Maker Tape/White Out	48.45
Total 1014404 · Office Supplies					372.27
<b>1014406 · Printing</b>					
Check	09/02/2016	117385	Interact Business Products, LLC (Town)	Inv# 122846 Copy Charges	225.53

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Check	09/02/2016	117397	Rydin Decal	Inv# 323473 Handicap Placards (300)	378.44
Total 1014406 · Printing					603.97
<b>1014412 · Travel Expenses</b>					
Check	08/19/2016	117095	Dolan Baumer, Kathleen M	Mileage Reimbursement March-June	544.21
Check	09/02/2016	117366	Imperato, Alexandra M	Mileage Reimbursement	27.92
Total 1014412 · Travel Expenses					572.13
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	08/19/2016	117131	Township Clerks Assoc of Cook County	Annual Dues - K. Dolan Baumer	250.00
Total 1014414 · Memberships, Subs & Publication					250.00
<b>1014424 · Education &amp; Training</b>					
Check	08/30/2016	117166	Espinosa, Juanita P	Tuition Reimbursement	565.00
Check	09/02/2016	117367	Fox Valley Christian Action	Executive Staff Retreat Meeting Room Rental	50.00
Total 1014424 · Education & Training					615.00
<b>1014429 · Miscellaneous</b>					
Check	08/30/2016	117159	Basic	Inv# 10-102202 ACA Filing Fee	220.09
Check	09/02/2016	117399	Sam's Club (WS 6382 9)	Account Charges	11.83
Total 1014429 · Miscellaneous					231.92
<b>1014531 · Community Affairs</b>					
Check	08/19/2016	117105	Bartlett Historical Society	2016 Bartlett Cemetery Walk Sponsor Ad	100.00
Check	08/30/2016	117157	A1 Trophies & Awards, Inc	Inv# 19172 Engraved Bordered Plate	15.96
Check	08/30/2016	117157	A1 Trophies & Awards, Inc	Inv# 19172 Engraved Plaque with Plate	55.96
Total 1014531 · Community Affairs					171.92
<b>1014532 · Committee on Youth</b>					
Check	08/30/2016	117157	A1 Trophies & Awards, Inc	Inv# 19153 COY Awards	49.90
Check	09/02/2016	117406	Concepcion, Sara	Celebration of Leadership Supplies	9.38
Total 1014532 · Committee on Youth					59.28
<b>1014591 · Health Insurance</b>					
Check	08/19/2016	117132	United Healthcare	Cust# 530960 Policy Coverage	3,821.23
Total 1014591 · Health Insurance					3,821.23
<b>1014592 · Dental, Vision &amp; Life Insurance</b>					
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	19.75
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	318.10

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Total 1014592 · Dental, Vision & Life Insurance					337.85
Total 101TOE · Town Office Expense					7,035.57
<b>104ASR · Assessor's Division</b>					
<b>1044411 · Equipment</b>					
Check	08/19/2016	117114	Computer Bits, Inc.	Inv# 25354 VPN/Software Connectivity	150.00
Total 1044411 · Equipment					150.00
<b>1044491 · Health Insurance</b>					
Check	08/19/2016	117132	United Healthcare	Cust# 530960 Policy Coverage	2,583.89
Total 1044491 · Health Insurance					2,583.89
<b>1044492 · Dental, Vision &amp; Life Insurance</b>					
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	10.47
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	380.16
Total 1044492 · Dental, Vision & Life Insurance					390.63
Total 104ASR · Assessor's Division					3,124.52
<b>109YFS · Youth &amp; Family Services</b>					
<b>109ADM · Administration &amp; Clinical</b>					
<b>1094612 · Consulting Fees</b>					
Check	09/02/2016	117368	Michael Kelly	Consultation Services	300.00
Total 1094612 · Consulting Fees					300.00
<b>1094614 · Printing</b>					
Check	08/30/2016	117182	Quill Corporation	Inv# 8229305 Ink	305.09
Check	08/30/2016	117182	Quill Corporation	Inv# 8229373 Ink	100.55
Check	08/30/2016	117182	Quill Corporation	Credit 521984	-4.17
Check	09/02/2016	117386	Interact Business Products, LLC (YFS)	Inv# 122963 Copy Charges	86.45
Total 1094614 · Printing					487.92
<b>1094619 · Office Supplies</b>					
Check	08/30/2016	117182	Quill Corporation	Inv# 8224456 Scotch Tape	14.69
Check	08/30/2016	117182	Quill Corporation	Inv# 8267245 Coffee Supplies/Markers/Paper	112.71
Check	08/30/2016	117182	Quill Corporation	Credit 513759	-30.00
Check	09/02/2016	117394	Quill Corporation	Inv# 8601330 Labels/Paper/Coffee Supplies	108.49
Total 1094619 · Office Supplies					205.89
<b>1094620 · Community Affairs</b>					
Check	08/19/2016	117096	Beahan, Mary J	Community Open House Supplies	39.53

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
Total 1094620 · Community Affairs					39.53
<b>1094621 · Recruitment and Pre Employment</b>					
Check	08/30/2016	117186	Verify (XHANYF)	Inv# 1074741 Background Checks (2)	32.00
Total 1094621 · Recruitment and Pre Employment					32.00
<b>1094623 · Travel</b>					
Check	08/19/2016	117096	Beahan, Mary J	Mileage Reimbursement	9.18
Total 1094623 · Travel					9.18
<b>1094626 · Equipment &amp; Furniture</b>					
Check	09/02/2016	117405	Kenneth Young Center	Customer Information Solution Software	9,950.00
Total 1094626 · Equipment & Furniture					9,950.00
<b>1094691 · Health Insurance</b>					
Check	08/19/2016	117132	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	08/30/2016	117177	NCPERS	Billing# 57850715 Monthly Premium	32.00
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	31.60
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	483.91
Total 1094692 · Dental, Vision & Life Insurance					547.51
Total 109ADM · Administration & Clinical					18,746.43
<b>109OUT · Outreach &amp; Prevention</b>					
<b>1094627 · Open Gym Program.</b>					
Check	08/19/2016	117097	Mix, James R	Open Gym Supplies	32.83
Total 1094627 · Open Gym Program.					32.83
<b>1094644 · Travel</b>					
Check	08/19/2016	117098	McSheffrey, Ryan K	Mileage Reimbursement	71.33
Total 1094644 · Travel					71.33
<b>1094791 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	23.70

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	351.16
Total 1094792 · Dental, Vision & Life Insurance					374.86
Total 109OUT · Outreach & Prevention					4,870.43
Total 109YFS · Youth & Family Services					23,616.86
Total 1014 · Town Fund - Expenditures					80,069.86
<b>1104 · Senior Center - Expenditures</b>					
<b>1104ADM · Administration</b>					
<b>1104524 · Utilities</b>					
Check	08/30/2016	117178	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges July	324.97
Check	08/30/2016	117178	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges August	782.31
Total 1104524 · Utilities					1,107.28
<b>1104527 · Equipment</b>					
Check	08/19/2016	117120	Leaf (618-001)	Inv# 6704847 Senior Main Copy Machine Lease	351.00
Check	08/19/2016	117121	Leaf (478-001)	Inv# 6696813 Lower Level Copier Lease	115.50
Check	08/30/2016	117172	Leaf (568-001)	Inv# 630394 Reception Copier Lease	38.00
Check	09/02/2016	117388	Leaf (618-002)	Inv# 6745007 Library Copier Lease	35.32
Total 1104527 · Equipment					539.82
<b>1104528 · Office Supplies</b>					
Check	08/30/2016	117182	Quill Corporation	Inv# 8228428 Paper/Inks	393.96
Check	09/02/2016	117401	Staples	Inv# 3312269434 Color Copy Paper	182.01
Check	09/02/2016	117401	Staples	Inv# 3311024900 Easel Pad/Paper/Markers	95.92
Check	09/02/2016	117401	Staples	Inv# 3310190268 Pens	14.49
Check	09/02/2016	117401	Staples	Inv# 3310190268 Pocket File	19.99
Total 1104528 · Office Supplies					706.37
<b>1104533 · Printing</b>					
Check	08/30/2016	117170	Kwik Print	Inv# 57990 Envelopes	208.30
Check	08/30/2016	117170	Kwik Print	Inv# 57996 Letterhead	143.10
Total 1104533 · Printing					351.40
<b>1104535 · Travel</b>					
Check	08/30/2016	117146	Conway, Megan A	Mileage Reimbursement April -July	324.00
Total 1104535 · Travel					324.00
<b>1104536 · Education &amp; Training</b>					
Check	08/19/2016	117094	Christine Beatty	Accreditation Facilitator Meals/Travel/Lodging/Supplies	562.26

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Check	08/30/2016	117144	Thomason, Charlene M	Notary Fee	10.00
Check	08/30/2016	117149	Irmen, Jackie-Lynn	Notary Fee	10.00
Total 1104536 · Education & Training					582.26
<b>1104539 · Miscellaneous</b>					
Check	08/30/2016	117143	Evans, Bethsheba J	Driver Lunch/Parking	18.79
Total 1104539 · Miscellaneous					18.79
<b>1104591 · Health Insurance</b>					
Check	08/19/2016	117132	United Healthcare	Cust# 530960 Policy Coverage	8,278.78
Total 1104591 · Health Insurance					8,278.78
<b>1104592 · Dental, Vision &amp; Life Insurance</b>					
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	39.50
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	443.39
Total 1104592 · Dental, Vision & Life Insurance					482.89
Total 1104ADM · Administration					12,391.59
<b>1104NUT · Nutrition</b>					
<b>1105550 · Congregate Salaries</b>					
Check	08/19/2016	117102	All Team Staffing	Inv# 60-470682 Part Time Line Cook Temp Help	119.82
Check	08/30/2016	117154	All Team Staffing	Inv# 60-470726 Part Time Line Cook Temp Help	264.61
Total 1105550 · Congregate Salaries					384.43
<b>1105551 · Congregate Food</b>					
Check	08/30/2016	117153	Ace Coffee Bar	Inv# 2940-459571 Congegate Food	49.70
Check	08/30/2016	117168	Gordon Food Service	Inv# 172145301 Congregate Food	677.04
Check	08/30/2016	117168	Gordon Food Service	Inv# 172296154 Congregate Food	405.79
Check	08/30/2016	117168	Gordon Food Service	Inv# FC-1011108 Account Charges	36.40
Check	08/30/2016	117168	Gordon Food Service	Inv# FC-1020402 Account Charges	13.59
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2289428 Congregate Food	110.37
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2291665 Congegate Food	180.34
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2292565 Congregte Food	42.30
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294677 Congregte Food	112.05
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2298016 Congregate Food	115.20
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287712 Congregate Food	14.25
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287271 Congregate Food	169.37
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2285800 Congregate Food	5.15
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2295606 Congregate Food	11.10
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2295268 Congregate Food	25.78
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2298925 Congregate Food	40.20
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302201 Congregate Food	6.25

**Hanover Township**  
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Type	Date	Num	Name	Memo	Amount
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302293 Congregate Food	52.89
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2300858 Congregate Food	70.12
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2300873 Congregate Food	79.20
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2304528 Congregate Food	145.18
Total 1105551 · Congregate Food					2,362.27
<b>1105553 · Congregate Supplies</b>					
Check	08/30/2016	117168	Gordon Food Service	Inv# 172145301 Congregate Supplies	62.07
Check	08/30/2016	117168	Gordon Food Service	Inv# 172296154 Congregate Supplies	62.60
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2293576 Congregate Supplies	32.95
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294677 Congregate Supplies	31.84
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2292044 Congregate Supplies	3.10
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294024 Congregate Supplies	1.55
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287271 Congregate Supplies	12.50
Check	08/30/2016	117174	Mickey's Linen	Inv# 121293 Congregate Supplies	20.15
Check	08/30/2016	117174	Mickey's Linen	Inv# 121904 Congregate Supplies	20.00
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302201 Congregate Supplies	22.71
Check	09/02/2016	117391	Mickey's Linen	Inv# 122705 Congregate Supplies	20.00
Total 1105553 · Congregate Supplies					289.47
<b>1105558 · Home Delivered Meals Food</b>					
Check	08/30/2016	117168	Gordon Food Service	Inv# 172145301 HDM Food	677.03
Check	08/30/2016	117168	Gordon Food Service	Inv# 172296154 HDM Food	405.80
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2289428 HDM Food	110.38
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2291665 HDM Food	180.35
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2292565 HDM Food	42.31
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294677 HDM Food	112.05
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2298016 HDM Food	115.19
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287712 HDM Food	14.25
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287271 HDM Food	169.38
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2285800 HDM Food	5.16
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2295606 HDM Food	11.10
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2295268 HDM Food	25.77
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2298925 HDM Food	40.20
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302201 HDM Food	6.25
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302293 HDM Food	52.89
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2300858 HDM Food	70.12
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2300873 HDM Food	79.19
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2304528 HDM Food	145.19
Total 1105558 · Home Delivered Meals Food					2,262.61
<b>1105560 · Home Delivered Meals Supplies</b>					
Check	08/30/2016	117168	Gordon Food Service	Inv# 172145301 HDM Supplies	62.07
Check	08/30/2016	117168	Gordon Food Service	Inv# 172296154 HDM Supplies	62.60

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Type	Date	Num	Name	Memo	Amount
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294677 HDM Supplies	31.84
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2292044 HDM Supplies	3.10
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2294024 HDM Supplies	1.55
Check	08/30/2016	117169	Get Fresh Produce, Inc	Inv# 2287271 HDM Supplies	12.50
Check	08/30/2016	117174	Mickey's Linen	Inv# 121293 HDM Supplies	20.15
Check	08/30/2016	117174	Mickey's Linen	Inv# 121904 HDM Supplies	20.00
Check	09/02/2016	117382	Get Fresh Produce, Inc	Inv# 2302201 HDM Supplies	22.72
Check	09/02/2016	117391	Mickey's Linen	Inv# 122705 HDM Supplies	20.00
Total 1105560 · Home Delivered Meals Supplies					256.53
<b>1105791 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	3.95
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	48.45
Total 1105792 · Dental, Vision & Life Insurance					52.40
Total 1104NUT · Nutrition					6,630.40
<b>1104SOC · Programs &amp; Services</b>					
<b>1104515 · Programming</b>					
Check	08/30/2016	117147	Starlight Tours	Casino Trip 8/16 (37)	1,332.00
Check	08/30/2016	117148	Dance Alternatives, Inc.	Inv# HP062016 Line Dance Class Instruction	200.00
Check	08/30/2016	117151	Beth Marshall	Gift Shop Items	3.76
Check	08/30/2016	117168	Gordon Food Service	Inv# 172145301 Program Snacks	39.90
Check	08/30/2016	117182	Quill Corporation	Inv# 8228428 Program Soft Drinks	37.92
Check	08/30/2016	117185	Tranquility Yoga Studio	Yoga Class Instruction Sept/Oct	1,412.50
Total 1104515 · Programming					3,026.08
<b>1104516 · Social Services</b>					
Check	08/30/2016	117146	Conway, Megan A	Social Service Program Supplies/Refreshments	28.57
Total 1104516 · Social Services					28.57
<b>1104520 · Volunteer Services</b>					
Check	08/30/2016	117141	Carla Fruhauf	Home Delivered Meals Mileage Reimbursement	48.06
Check	09/02/2016	117401	Staples	Inv# 3310190268 Purchase Order Book	56.99
Total 1104520 · Volunteer Services					105.05
<b>1104532 · Visual Arts</b>					
Check	08/30/2016	117145	Susan Kazenas	Beading Class Supplies	65.20

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Type	Date	Num	Name	Memo	Amount
Check	08/30/2016	117150	Nancy Hansen	Beading Class Supplies	35.01
Check	08/30/2016	117158	Blick Art Materials	Inv# 6446312 Art Supplies	67.90
Check	08/30/2016	117187	Jenny Vogt	Inv# 82016 Watercolor Class	280.00
Check	09/02/2016	117376	Blick Art Materials	Inv# 6518026 Art Supplies	339.37
Total 1104532 · Visual Arts					787.48
Total 1104SOC · Programs & Services					3,947.18
<b>1104TRN · Transportation</b>					
<b>1104518 · Vehicle Maintenance</b>					
Check	08/19/2016	117125	Oil Masters	Inv# 181254 Oil Change	37.49
Check	08/19/2016	117126	NAPA Auto Parts	Inv# 381850 Clear Diesel	19.98
Check	08/30/2016	117165	Complete Fleet Services Inc.	Inv# 13129 Bus 120 Rear Tires/Emergency Door Release Repair	662.64
Check	08/30/2016	117165	Complete Fleet Services Inc.	Inv# 13096 Bus 130 4 Tires/Safety Lane Inspection	1,341.38
Check	08/30/2016	117167	Forrest Auto Body	Inv# 3003 Bus 128 Body Repair	665.53
Total 1104518 · Vehicle Maintenance					2,727.02
<b>1104550 · Telephone</b>					
Check	09/02/2016	117404	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	410.61
Total 1104550 · Telephone					410.61
<b>1104551 · Training</b>					
Check	08/30/2016	117142	Steininger, Linda	IPTA Conference Mileage Reimbursement	149.04
Total 1104551 · Training					149.04
<b>1104552 · Fuel</b>					
Check	09/02/2016	117403	Village of Hanover Park (Fuel)	Inv# 2016-16 July Fuel	2,123.55
Total 1104552 · Fuel					2,123.55
<b>1104553 · Uniforms</b>					
Check	09/02/2016	117378	Cintas #22 (IWC)	Inv# 22358829 Bus Driver Uniform	48.56
Total 1104553 · Uniforms					48.56
<b>1104691 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	22.32
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	451.06

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Type	Date	Num	Name	Memo	Amount
Total 1104692 · Dental, Vision & Life Insurance					473.38
Total 1104TRN · Transportation					11,549.85
Total 1104 · Senior Center - Expenditures					34,519.02
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024202 · Office Supplies</b>					
Check	09/02/2016	117401	Staples	Inv# 3311590238 Copy Paper	79.98
Check	09/02/2016	117401	Staples	Inv# 3309285717 Ink/High Lighters/Page Markers	72.56
Total 2024202 · Office Supplies					152.54
<b>2024204 · Equipment</b>					
Check	09/02/2016	117379	Comcast (WS)	Acct 8771 10 085 0097898 Monthly Charges	120.51
Check	09/02/2016	117389	Leaf (618-006)	Inv# 6745010 Copier Lease	138.13
Total 2024204 · Equipment					258.64
<b>2024205 · Travel &amp; Training</b>					
Check	08/19/2016	117099	Imperato, Mary Jo	Mileage Reimbursement	28.90
Check	08/30/2016	117138	Saul, Margaret M	Mileage Reimbursement	54.35
Check	08/30/2016	117139	Northern Illinois Food Bank	Mental Health First Aid Training	40.00
Check	09/02/2016	117370	TOCC Social Workers Division	Fall Lunch Meeting (2)	90.00
Check	09/02/2016	117371	Orozco, Laura A	LIHEAP Meeting Lunch/Mileage Reimbursement	68.32
Check	09/02/2016	117373	Pat Johnson	LIHEAP Meeting Lunch	6.26
Total 2024205 · Travel & Training					287.83
<b>2024210 · Printing</b>					
Check	09/02/2016	117386	Interact Business Products, LLC (YFS)	Inv# 122997 Copy Charges	116.63
Total 2024210 · Printing					116.63
<b>2024213 · Community Affairs / Misc</b>					
Check	09/02/2016	117372	Saul, Margaret M	Community Resource Group Materials	53.72
Total 2024213 · Community Affairs / Misc					53.72
<b>2024591 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	7.90
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	112.90

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Type	Date	Num	Name	Memo	Amount
Total 2024592 · Dental, Vision & Life Insurance					120.80
Total 2024ADM · Administration					2,275.66
<b>2024HOM · Home Relief</b>					
<b>2024102 · Rent</b>					
Check	08/19/2016	4041	Bartlett Green 5	August 2016 Rent	150.21
Check	08/19/2016	4045	Daniel Samyn	August 2016 Rent	411.00
Check	09/02/2016	4047	Cook County Treasurer	PIN 06-23-407-054-000	454.75
Check	09/02/2016	4048	Jason Ludwig	September 2016 Rent	650.00
Check	09/02/2016	4049	Brittany Wilk	September 2016 Rent	650.00
Check	09/02/2016	4050	Spring Lakes Estates	September 2016 Rent	495.54
Check	09/02/2016	4051	James Susman	September 2016 Rent	650.00
Check	09/02/2016	4052	Chase Mortgage	September 2016 Rent	550.00
Check	09/02/2016	4053	William Kallas	September 2016 Rent	500.00
Check	09/02/2016	4054	John Banbury	September 2016 Rent	50.00
Check	09/02/2016	4055	Angie Hoeltzer	September 2016 Rent	400.00
Check	09/02/2016	4061	Orchard Hill Apartments	September 2016 Rent	650.00
Check	09/02/2016	4063	Bartlett Green 5	September 2016 Rent	150.21
Check	09/02/2016	4064	Cook County Treasurer	PIN 06-35-305-051-1045	275.00
Check	09/02/2016	4065	State Farm Insurance	Home Insurance Acct 1271-1337-01	21.41
Check	09/02/2016	4066	Cook County Treasurer (Carol Stream)	PIN 06-28-203-062-1097	227.34
Check	09/02/2016	4068	Country Mutual Insurance Company	Home Insurance Assistance Acct 3893787	32.07
Check	09/02/2016	4070	Southwicke on Sutton Condo Assn.	Homeowners Association Dues	151.83
Check	09/02/2016	4071	Towne Place West Condo Assoc	September 2016 Rent	262.44
Check	09/02/2016	4073	Citimortgage, INC	September 2016 Rent	173.59
Total 2024102 · Rent					6,905.39
<b>2024103 · Utilities</b>					
Check	08/19/2016	4043	Village of Bartlett	Utilities Assistance Acct 51869	29.74
Check	08/19/2016	4044	Com Ed	Utilities Assistance Acct 7490495001	43.83
Check	09/02/2016	4057	Advanced Disposal Solid Waste Midwe...	Utilities Assistance Acct T0009595	64.00
Check	09/02/2016	4058	NICOR	Utility Assistance Acct 77-74-55-2451	20.15
Check	09/02/2016	4059	Com Ed	Utilities Assistance Acct 7667510015	70.47
Check	09/02/2016	4060	Village of Streamwood	Utilites Assistance Acct 261-0055-00-01	38.97
Check	09/02/2016	4062	Com Ed	Utilities Assistance Acct 7490495001	83.42
Check	09/02/2016	4067	Com Ed	Utilities Assistance Acct 0707059087	113.35
Check	09/02/2016	4069	Village of Streamwood	Utilites Assistance Acct 146-0322-00-02	26.60
Check	09/02/2016	4074	Com Ed	Utilities Assistance Acct 3912412011	64.44
Check	09/02/2016	4077	City of Elgin	Utilities Assistance Acct# 347235-2920	50.36
Check	09/02/2016	4078	NICOR	Utility Assistance Acct 40-52-82-1896 5	20.89
Check	09/02/2016	4079	Com Ed	Utilities Assistance Acct 7338667018	147.94
Total 2024103 · Utilities					774.16
<b>2024105 · Personal Essentials</b>					

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Type	Date	Num	Name	Memo	Amount
Check	09/02/2016	4076	Walmart	Personal Essential Items (5)	528.63
Total 2024105 · Personal Essentials					528.63
<b>2024106 · Travel Expenses</b>					
Check	08/19/2016	4042	State Farm Insurance	Insurance Acct 1271-1377-01	90.74
Check	09/02/2016	4056	Allstate Fire & Casualty Insurance	Auto Insurance Policy# 912298128	50.00
Check	09/02/2016	4065	State Farm Insurance	Auto Insurance Acct 1271-1377-01	66.33
Check	09/02/2016	4068	Country Mutual Insurance Company	Auto Insurance Assistance Acct 3641234	48.81
Check	09/02/2016	4072	Geico	Auto Ins 0376-48-45-07	149.53
Check	09/02/2016	4075	BP Gas Station	Fuel Assistance Cards (6)	425.00
Total 2024106 · Travel Expenses					830.41
<b>2024119 · Emergency Assistance</b>					
Check	09/02/2016	4046	Squire Village	Emergency Assistance	516.66
Total 2024119 · Emergency Assistance					516.66
Total 2024HOM · Home Relief					9,555.25
Total 2024 · Welfare Services - Expenditures					11,830.91
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034701 · Legal</b>					
Check	09/02/2016	117402	Tressler LLP	Inv# 374810 Legal Fees	132.77
Total 3034701 · Legal					132.77
<b>3034704 · Telephone</b>					
Check	09/02/2016	117400	Sprint (HWY)	Acct#162978503 Monthly Charges	282.29
Total 3034704 · Telephone					282.29
<b>3034710 · Community Affairs</b>					
Check	08/19/2016	117104	Business Card - Bank of America	Staff Lunch	24.48
Check	08/19/2016	117104	Business Card - Bank of America	Recycling Event Supplies	79.19
Check	08/30/2016	117176	Newport Printing Services	Inv# 8118 Recycling Event Banner (5)	312.00
Check	08/30/2016	117176	Newport Printing Services	Inv# 8116 Recycling Event Banner	68.00
Check	09/02/2016	117369	eWorks Electronic Services, Inc.	Inv# 16-372 Recycling Electronics Processing	43,441.68
Total 3034710 · Community Affairs					43,925.35
<b>3034711 · Utilities</b>					
Check	08/19/2016	117108	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	239.93
Check	08/30/2016	117179	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	77.64

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Type	Date	Num	Name	Memo	Amount
Total 3034711 · Utilities					317.57
<b>3034713 · Service Charges</b>					
Check	08/19/2016	117104	Business Card - Bank of America	Account Charges	1.00
Total 3034713 · Service Charges					1.00
<b>3034791 · Health Insurance</b>					
Check	08/19/2016	117132	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	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	11.85
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	88.36
Total 3034792 · Dental, Vision & Life Insurance					100.21
Total 3034ADM · Administration					46,069.44
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	08/19/2016	117127	SiteOne Landscape Supply, LLC	Inv# 76798532 Grass Grow Mix/Straw Mat/Sod Staples	174.53
Check	08/30/2016	117140	Jose Acevedo	Mailbox Replacement and Installation	460.00
Check	09/02/2016	117390	Martin Implement Sales, Inc	Inv# A51270 Chain Saw	292.46
Check	09/02/2016	117390	Martin Implement Sales, Inc	Inv# T10775 Chain Saw Service	28.50
Total 3034602 · Operating Supplies & Materials					955.49
<b>3034603 · Gasoline</b>					
Check	09/02/2016	117403	Village of Hanover Park (Fuel)	Inv# 2016-16 July Fuel	535.54
Total 3034603 · Gasoline					535.54
<b>3034610 · Street Lighting</b>					
Check	08/19/2016	117107	Com Ed 152	Acct# 0045120152 Monthly Charges	315.10
Check	08/19/2016	117110	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	19.70
Total 3034610 · Street Lighting					334.80
<b>3034614 · Signs, Stripping &amp; Tree Removal</b>					
Check	08/30/2016	117152	Alonso Tree Expert	Tree Trimming/Lot Clearing	1,400.00
Check	09/02/2016	117398	Road Safe Traffic Systems	Inv# 47525 Stop Sign	174.33
Total 3034614 · Signs, Stripping & Tree Removal					1,574.33
Total 3034ROD · Road Maintenance					3,400.16
<b>303EQM · Equipment</b>					

**Hanover Township**  
**Board Audit Report**  
 August 17 through September 6, 2016

Type	Date	Num	Name	Memo	Amount
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	08/19/2016	117127	SiteOne Landscape Supply, LLC	Inv# 76681607 Straw Mat	57.50
Check	08/19/2016	117130	Terrace Supply Company	Inv# 966819 Oxygen Cylinder Rental	10.85
Check	09/02/2016	117395	Preventative Maintenance Systems, Inc	Inv# 12898 Coolant Leak Repair	3,463.55
Check	09/02/2016	117395	Preventative Maintenance Systems, Inc	Inv# 12908 Fuel Tank Replacement	1,791.00
Total 3034609 · Maintenance Vehicles & Equip					5,322.90
Total 303EQM · Equipment					5,322.90
Total 3034 · Road & Bridge - Expenditures					54,792.50
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054592 · Dental, Vision &amp; Life Insurance</b>					
Check	09/02/2016	117380	Dearborn National	Monthly Life Insurance Premium	3.95
Check	09/02/2016	117381	Euclid Managers	Cust# 5641581 Dental & Vision Premium	44.18
Total 5054592 · Dental, Vision & Life Insurance					48.13
Total 5054ADM · Administration					48.13
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	08/30/2016	117136	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	467.58
Check	08/30/2016	117137	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges	113.19
Total 5054210 · Utilities					580.77
<b>5054250 · Building Maintenance</b>					
Check	09/02/2016	117384	The Home Depot F&M	RTU Filters	88.99
Total 5054250 · Building Maintenance					88.99
<b>5054286 · Agency Support Services</b>					
Check	08/30/2016	117135	PAETEC	Acct# 639097797001 Monthly Charges	748.65
Total 5054286 · Agency Support Services					748.65
Total 5054COM · Community Resource Center					1,418.41
<b>5054SVC · Service Contracts</b>					
<b>5054128 · RENZ Outpatient</b>					
Check	08/30/2016	117133	Renz Addiction Counseling Center	Outpatient Treatment July 2016	2,011.20
Total 5054128 · RENZ Outpatient					2,011.20
<b>5054201 · Journeys Hope Center</b>					
Check	08/30/2016	117134	Journey from PADS to HOPE	Hope Counseling Center June 2016	363.00

**Hanover Township  
Board Audit Report  
August 17 through September 6, 2016**

Type	Date	Num	Name	Memo	Amount
Check	08/30/2016	117134	Journey from PADS to HOPE	Hope Counseling Center July 2016	132.00
Total 5054201 · Journeys Hope Center					495.00
Total 5054SVC · Service Contracts					2,506.20
Total 5054 · Mental Health - Expenditures					3,972.74
<b>7004 · Vehicle Replcmnt - Expenditures</b>					
<b>7004540 · Bus Purchase</b>					
Check	09/02/2016	117365	Midwest Transit Equipment, Inc.	Inv# V101005262 Bus	54,229.00
Check	09/02/2016	117396	Pace	Bus Lease	200.00
Total 7004540 · Bus Purchase					54,429.00
Total 7004 · Vehicle Replcmnt - Expenditures					54,429.00
<b>TOTAL</b>					<b>239,614.03</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 Caramelli and Essick, and Supervisor McGuire. Trustees Krick and Benoit were absent.  
  
Other Elected Officials present were Assessor Smogolski and Commissioner Ochoa.  
  
Others present included Administrator James Barr, Community and Veterans Affairs Tom Kuttenberg, Pantry & Volunteer Coordinator Lori Orozco, Facilities & Maintenance Manager Rick Nelson, Senior Services Director Tracey Colagrossi, Emergency Services Department Deputy Chief Caleb Hanson, Mental Health Board Manager Kristen Vana, Emergency Services Department Volunteer Mike Smith, Community Health Director Kristin Smith, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, Attorney Mike Airdo, and Mr. and Mrs. Glenn Hill of Streamwood, Chief and Mrs. John Fahy, Mr. Brian Seiver, and a representative from the accounting firm of Tighe, Kress & Orr.
- 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 ADR2-A/C Glenn E Hill, who served in the U.S. Navy forward to be thanked by the Board. He was inducted into the Veterans Honor Roll this evening; his name, along with that of SP5 James A. Kutza (also of Streamwood, served in the U.S. Army), will be listed on the Veterans Honor Roll plaque, in the Clerk's office in the Veterans Honor Roll ledger, and invited to the bi-annual Honor Roll Dinners. Mr. Kutza was not able to attend this evening's meeting. Both men were thanked by the Board.
  - B. Resolution Honoring Elgin Fire Chief John Fahy: The Supervisor invited Chief Fahy and his wife forward to be recognized by the Board and thanked for Chief Fahy's years of service. He noted that Elgin was one of the first units to use the Township Emergency Services department. Trustee Caramelli moved that the resolution honoring retiring Elgin Fire Chief John Fahy be approved; the motion was seconded by Trustee Essick; a roll call vote followed: Ayes: Supervisor McGuire and Trustees Caramelli and Essick. Motion carried and the resolution passed.
  - C. Resolution Honoring the Streamwood Park District in Honor of its 50<sup>th</sup> Anniversary: Trustee Essick moved that the resolution honoring the Streamwood Park District on its 50<sup>th</sup> Anniversary be approved; the motion the motion was seconded by Trustee Caramelli; a roll call vote followed: Ayes: Supervisor McGuire and Trustees Caramelli, Essick, and Krick. Motion carried and the resolution carried.
  - D. Recognition of Brian Seiver: Supervisor McGuire invited Mr. Brian Seiver forward to be thanked and recognized for his contributions to Hanover Township in his role as photographer during the Sprint-to-Spring 5k race over the past three years; during the first year, his photo won the Township Officials of Illinois Mighty Message contest. The Board thanked him for his efforts, and Mr. McGuire presented him with a plaque.

V. Reports

- A. Supervisor McGuire thanked the Welfare Service department and all who helped distribute the backpacks this year; supplementing the distribution, Centro de Informacion distributed Township backpacks at Ontarioville School. He also complimented staff, volunteers, Emergency Services and Commissioner Ochoa on a successful e-cycle event at the Township on August 6 – Great Job!
- B. Clerk Dolan Baumer reported that mail in voter applications are now available from her office, as well as from the Cook County website. She also reported on the passing of Mr. Rodger Peterson, one of Honor Roll Veterans. Finally, she reported that she would be holding three local elected official training sessions around the county on September 13, 21 and 22 in Palos, New Trier, and Hanover, respectively.
- C. Highway Commissioner Ochoa reported on the success of the recent e-recycle event and thanked staff for their support. He also apologized the long wait times, saying it had been addressed in the wrap-up meeting. 95% of the recycled products were televisions and 4,800 vehicles drove through.
- D. Assessor Smogolski offered no report.
- E. Treasurer: A motion was made by Trustee Essick 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 Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer’s report was adopted subject to final audit.
- F. Department Reports: Department reports were submitted for review. Highlights included Director Kutenberg reporting that we served 1,451 lunches at the IWL Center and 1,035 at Astor this year; thanks to volunteers and Holly Monegato for service on this project. He also reported on the award we have won from Vision Internet. Quoting from the press release, “Hanover Township was recognized for posting all government documents on its website to reduce paper waste. Freedom of Information Act requests, job applications, volunteer inquiries and Senior Services registrations now can be accessed, submitted and processed electronically. All general, departmental and official Township requests may be electronically submitted and forwarded to the appropriate individual. Online newsletters also save a great deal of paper.” Director Smith reminded the Board that the For the Health of It health expo would be held on September 15 from 1-5 p.m. Coordinator Orozco reported on an anonymous donation of \$250 to the Illinois Food Bank, earmarked for the Hanover Township Food Pantry.

VI. Bill Paying: Mr. Barr presented the bills, from August 3 through August 16, 2016, as follows for review and approval by the Board:

a.	Town	\$59,192.52
b.	Senior Center	21,580.65
c.	Welfare Services	1,507.10
d.	Road and Bridge	6,803.66
e.	Mental Health Board	21,247.08
f.	Retirement	0.00
g.	Vehicle	1,387.50

h.	Capital	<u>411,511.09 (includes final bill – Parking Lot)</u>
	Total All Funds	<u>\$523,229.60</u>

A motion was made by Trustee Caramelli to approve the bills from August 3 through August 16, 2016, as presented; Trustee Essick seconded the motion. Roll call vote: Trustees Caramelli and Essick, and Supervisor McGuire. Nays: None. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

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

B. Workshop Minutes of August 2, 2016: Clerk Dolan Baumer presented the workshop minutes of August 16, 2016 regarding the Mental Health Housing Taskforce Recommendations for review and approval. A motion was made by Trustee Essick to approve the workshop minutes of August 2, 2016 as presented, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Caramelli and Essick, and Supervisor McGuire. Nays: None. Motion carried.

C. Resolution regarding the Consideration of the Closed Session Minutes: A motion was made by Trustee Caramelli to approve the resolution #081616 approving the release and retention of closed session minutes pursuant to the Open Meetings Act; the motion was seconded by Trustee Essick. Roll call: Ayes: Trustees Caramelli and Essick, and Supervisor McGuire. Nays: None. Motion carried.

D. Approval of the FY2016 Audit: A motion was made by Trustee Essick to approve the fiscal year 2016 audit as presented; the motion was seconded by Trustee Caramelli. Administrator Barr invited the Tighe, Kress & Orr representative, Cindy Petschy, forward to review the 2016 Audit. Changes, she noted, are to the pension liability, which was added to the audit this year, and resulted in a \$590,000 adjustment, funding at 84%. No questions were asked regarding the Audit. Roll call: Ayes: Trustee Essick and Caramelli, and Supervisor McGuire. Nays: None. Motion carried.

IX. Executive Session: No motion to go into Executive Session was made.

X. Workshop: Strategic Plan Communications Update: Trustee Caramelli moved that the Board recess into a workshop for the purpose of discussing the Strategic Plan Communications Update. Trustee Essick seconded the motion and a roll call vote ensued. Ayes: Trustees Caramelli and Essick, and Supervisor McGuire. Nays: None. Motion carried and the Board went into the workshop at 7:26 p.m.

The Board returned from the Workshop at 7:31 p.m. and present at the Supervisor's gaveling of the meeting to order were Trustees Caramelli and Essick, and Supervisor McGuire.

X. Other Business: The Veterans Mobile Unit would be on the Tiknis Campus to perform health care outreach and screenings for veterans from 9-5 on Thursday; Director Smith would also be represented there to offer information on services.

XI. Adjournment: There being no further business to come before this Board, a motion to

Minutes of a Meeting of the Hanover Township Board

Tuesday, August 16, 2016

Page 4

adjourn at 7:34 p.m. was made by Trustee Essick and seconded by Trustee Caramelli followed by a roll call vote. Ayes: Trustees Caramelli and Krick, 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



**Workshop: Strategic Plan Communications Update.**

Supervisor McGuire called the workshop to order at 7:20 p.m. Clerk Dolan Baumer called the roll; present were Trustees Essick and Caramelli, and Supervisor McGuire.

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

Others present included Administrator James Barr, Community and Veterans Affairs Tom Kuttentberg, Pantry & Volunteer Coordinator Lori Orozco, Facilities & Maintenance Manager Rick Nelson, Senior Services Director Tracey Colagrossi, Emergency Services Department Deputy Chief Caleb Hanson, Mental Health Board Manager Kristen Vana, Emergency Services Department Volunteer Mike Smith, Community Health Director Kristin Smith, Assistant Administrator Suzanne Powers, Management Analyst Sam Hughes, and Attorney Mike Airdo.

Supervisor McGuire invited Director Kuttentberg forward to make his report.

Director Kuttentberg reported on the Action Steps to date in collecting data for the Communication workgroup. Specifically, he discussed the results of a survey sent out to the officials, citing that five responses were received back with positive information on Committees of the Board and their effectiveness.

With no further business to discuss, the Board thanked Director Kuttentberg and the workgroup for their work.

A motion was made by Trustee Essick to adjourn back into regular session and seconded by Trustee Caramelli. Roll call: Ayes: Trustee Caramelli and Essick, and Supervisor McGuire. The workshop adjourned back in to regular session at 7:31 p.m.

Respectfully submitted,

Katy Dolan Baumer  
Clerk

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



## Memorandum

**To:** Hanover Township Board and Officials

**From:** James C. Barr, Township Administrator

**By:** Samuel Hughes, Management Analyst

**Date:** August 16, 2016

**Re:** Five Year Service Trend Review

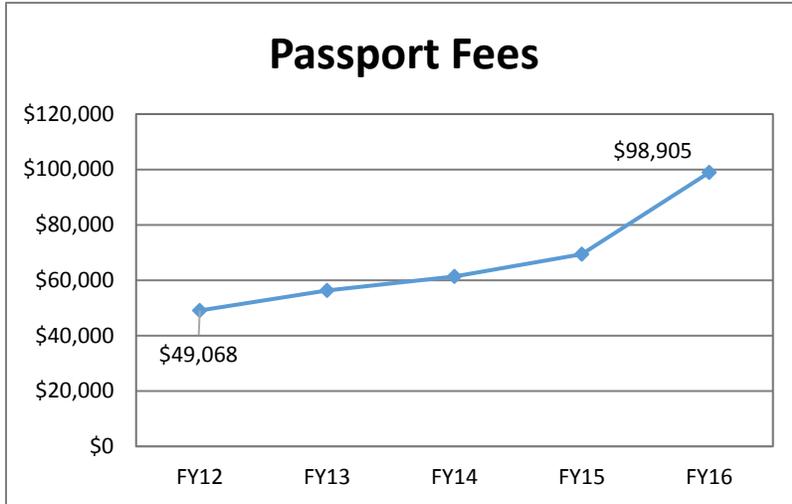
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Each Township department collects and reports on service metrics in their monthly board reports. These metrics provide the public, elected officials and management a snap shot of how each department is performing throughout the year in key areas of service. Additionally, these performance metrics provide a comparison between the current and previous fiscal year to reference fluctuations from year to year. The attached document expands on this two year comparison by graphing the last five fiscal years of data, for two or three of the most significant metrics from each departments board report. Graphing two metrics for the smaller department's and three for the larger departments is intended to provide a suitable base to determine departmental performance over the five year period, while presenting a smaller number of metrics than what is included in a departments regular monthly board report.

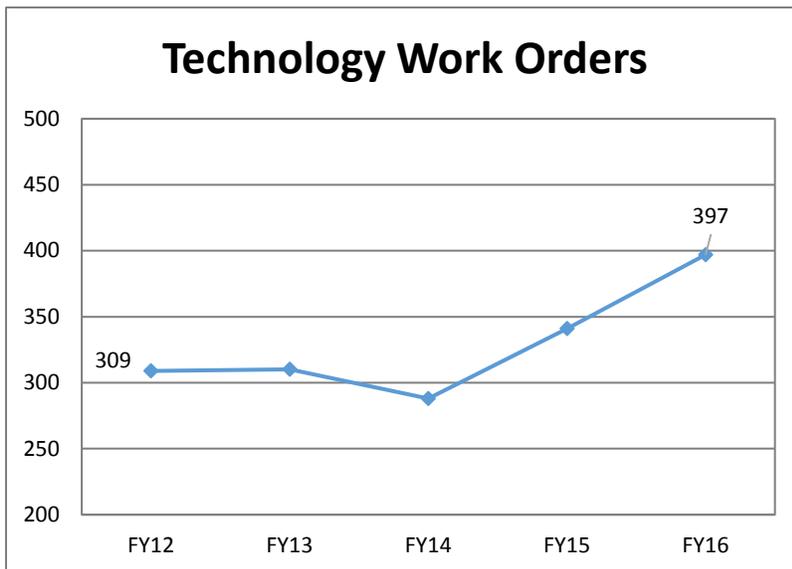
Three of the performance metrics chosen do not cover the full five years. As the Townships departments have evolved, services have been added and removed in an effort to make the Township more effective and efficient. As services have changed, metrics have been added or removed from the departmental board reports to follow. This causes issues when performing a five year review, as some of the more important metrics have not been tracked for the entire five years. These three metrics include the Office of Community Health "Program Participants," and Community and Veterans Affairs "Total Veterans Served" and "Total Resident Contacts" at the Izaak Walton location. Although these metrics have not been tracked for the full five years, staff included them because they are significant metrics for their specific departments.

If there are any questions about the information provided in the five year service trend review, please contact Management Analyst, Samuel Hughes at [shughes@hanover-township.org](mailto:shughes@hanover-township.org) or 630-837-0301 ext. 2303. Thank you for your consideration.

## Administrative Services

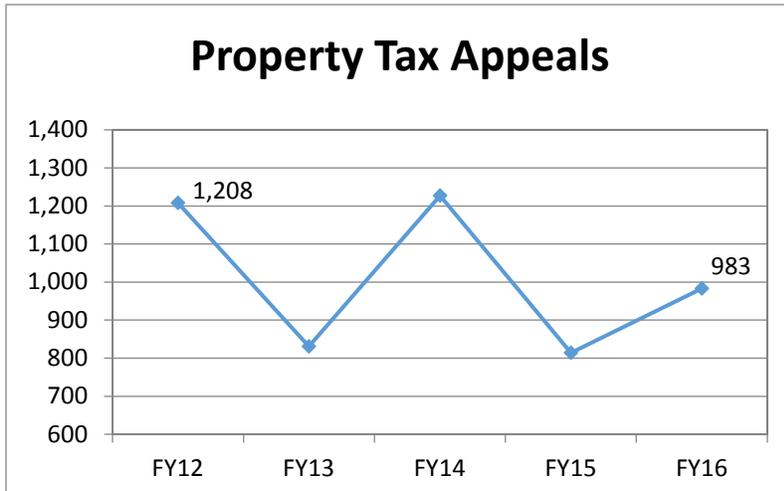


**Passport Deposits:** Measures the amount of revenue collected from passport services, comprised of acceptance fees and passport photo fees.

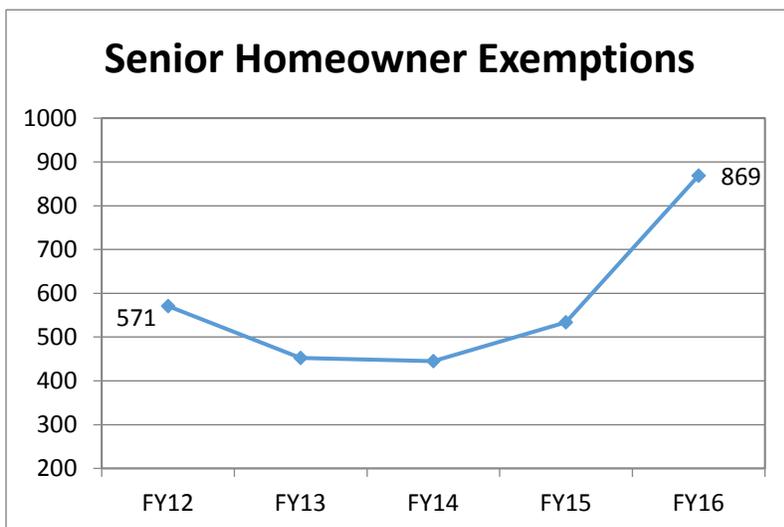


**Technology Work Orders:** Tracks the number of issues the Township has had with individual computers and telephones, as well as server and internet related issues.

## Assessor's Office

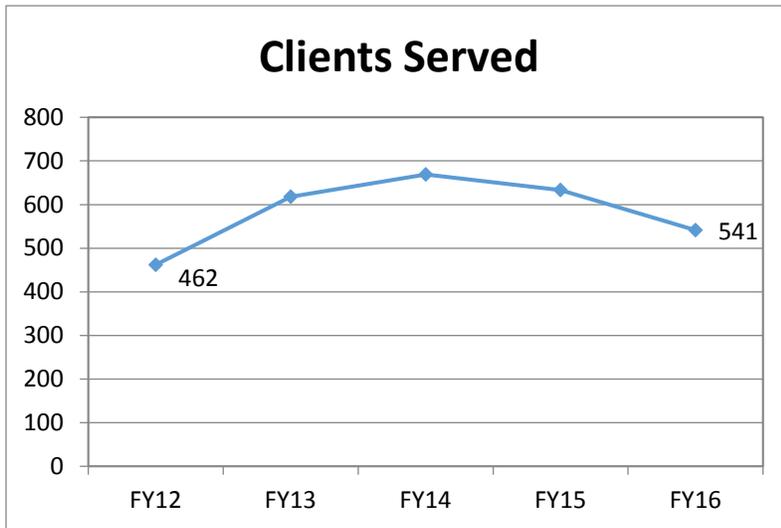


**Property Tax Appeals:** Measures the number of applications received from homeowners who applied to appeal their property assessment.

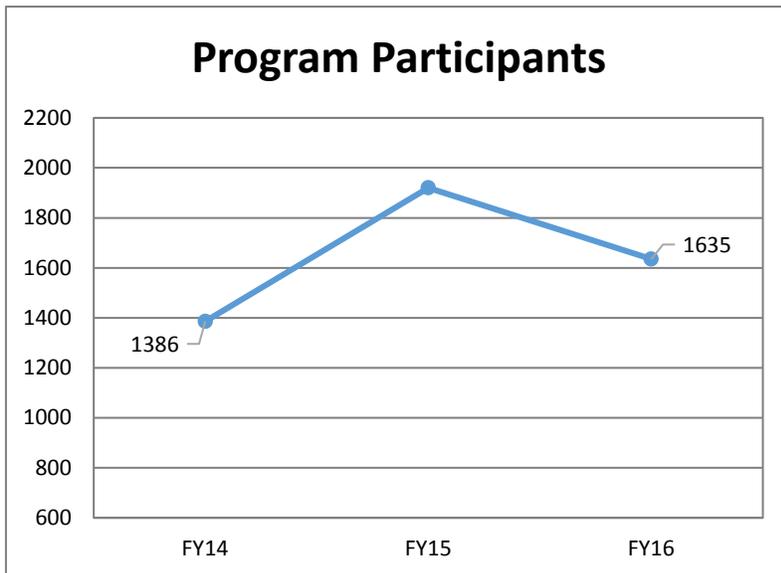


**Senior Homeowner Exemptions:** Measures the number of applications received from residents over the age of 65 who applied to lower their property tax bill through the exemption program.

## Office of Community Health



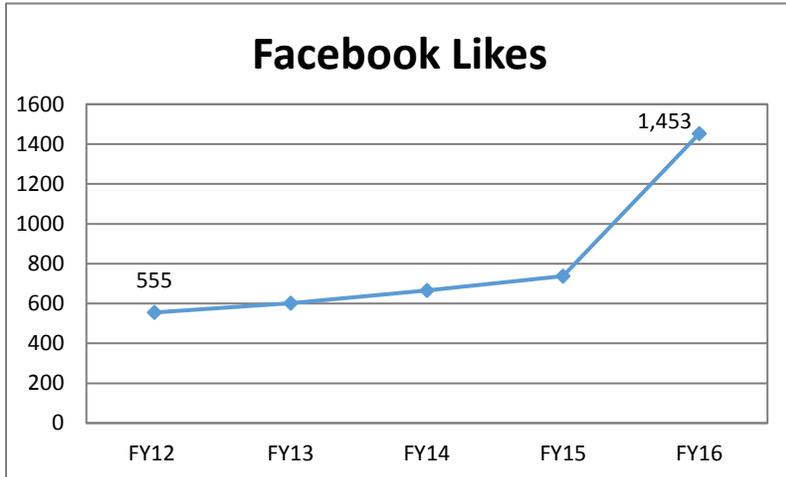
**Clients Served (Unduplicated):** Tracks the number of different clients the department sees in a year. A client is only counted once in a fiscal year, no matter how many times they come in.



**Program Participants (Duplicated):** The program participant's metric was added in 2014, so it only has three years of data to pull from.

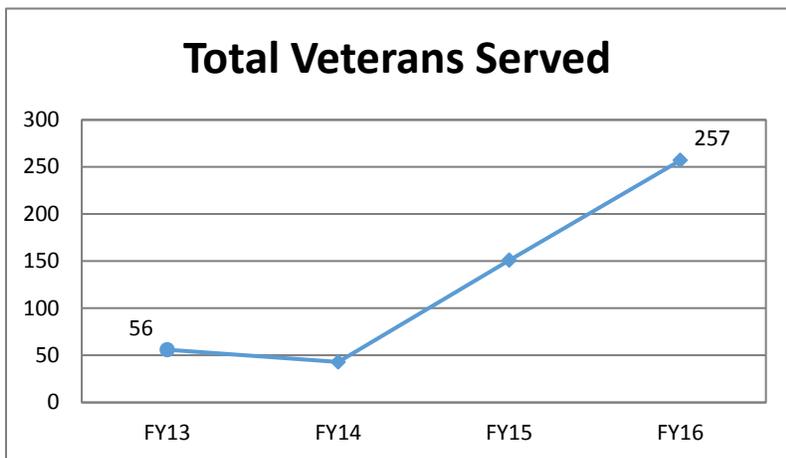
The data in the graph is duplicated meaning, participants are counted more than once if they attend multiple programs.

## Community and Veterans Affairs



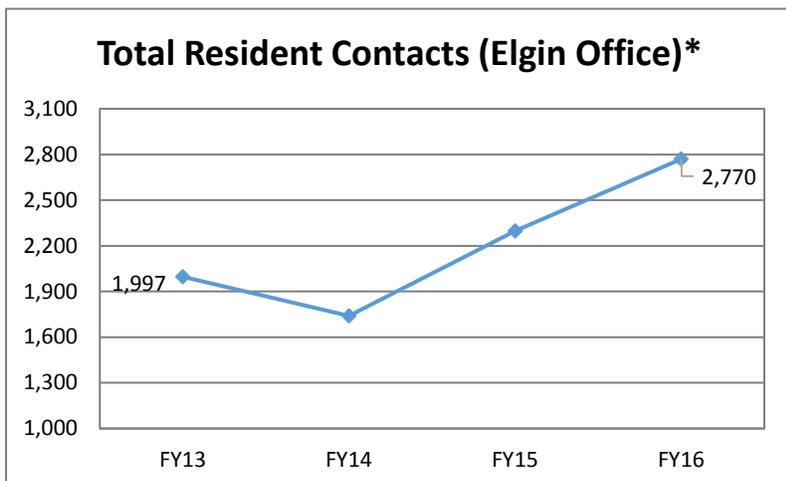
**Facebook Likes:** This metric measures the number of likes the Townships Facebook page has received since it was created.

A like is a Facebook user choosing to follow and receive updates from the Townships Facebook page.



**Total Veterans Served:** This metric measures the number of veterans served by the Township’s Veterans Specialist.

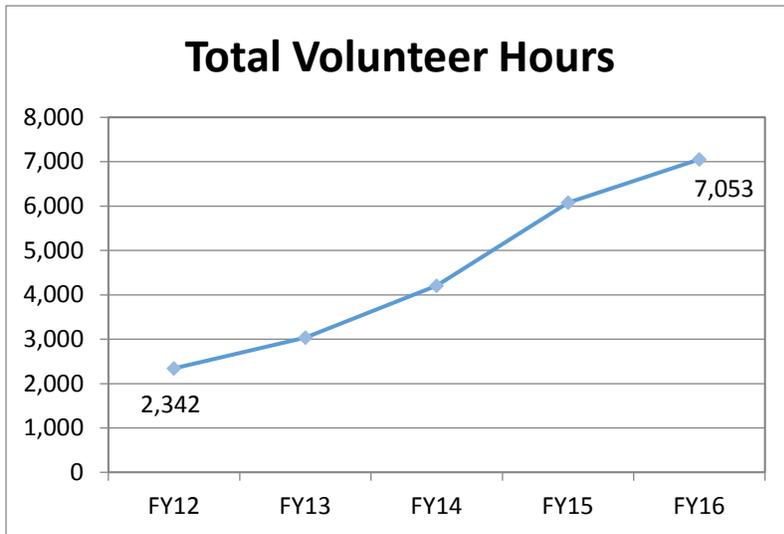
This figure is duplicated meaning, if a veteran was to come in for two appointments throughout the year, they would be counted twice. This metric was not tracked in FY12.



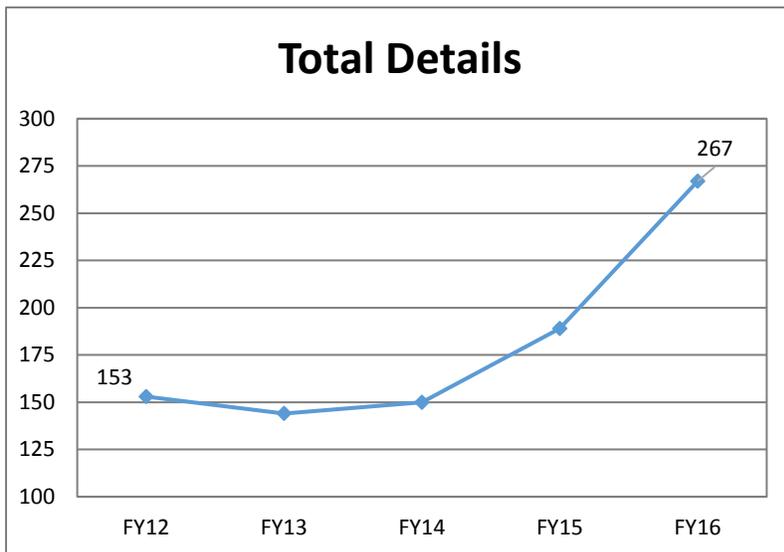
**Total Resident Contacts (Elgin Office):** This metric tracks the number of residents visiting the Elgin office, where the CVA department is located.

\*The Township had a former Elgin location in FY12 and these metrics were not tracked at that time.

## Emergency Services

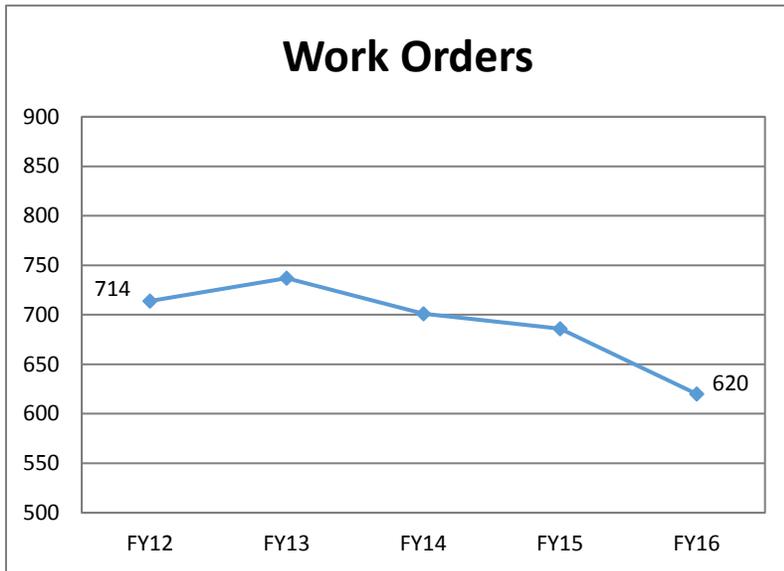


**Total Volunteer Hours:** This metric measures the number of volunteer hours that are accrued by the department’s members. Volunteer hours are made up of trainings, details and work hours.

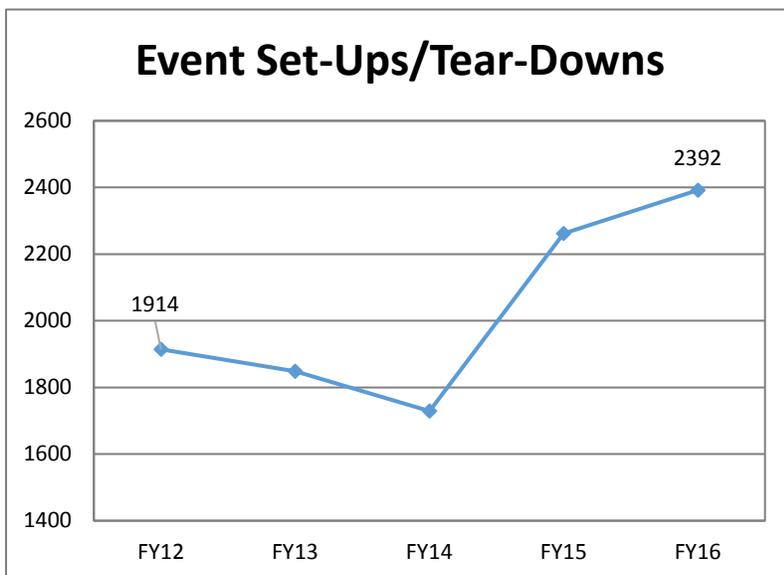


**Total Details:** This metric tracks the number of emergency call-outs, safety patrols, community events and any other miscellaneous details the department’s volunteers respond to throughout the year.

## Facilities and Maintenance

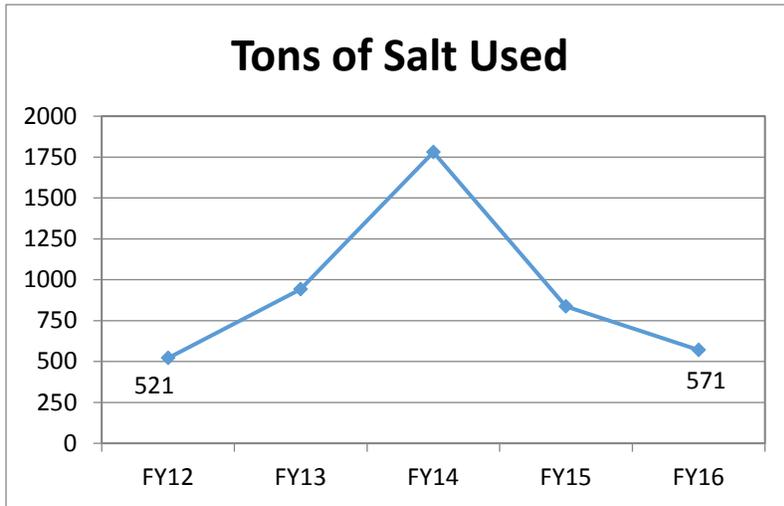


**Work Orders:** This metric tracks the number of work orders the department completed. Work orders are requests from internal Township staff members to perform basic maintenance to fixtures, furniture, plumbing, etc.

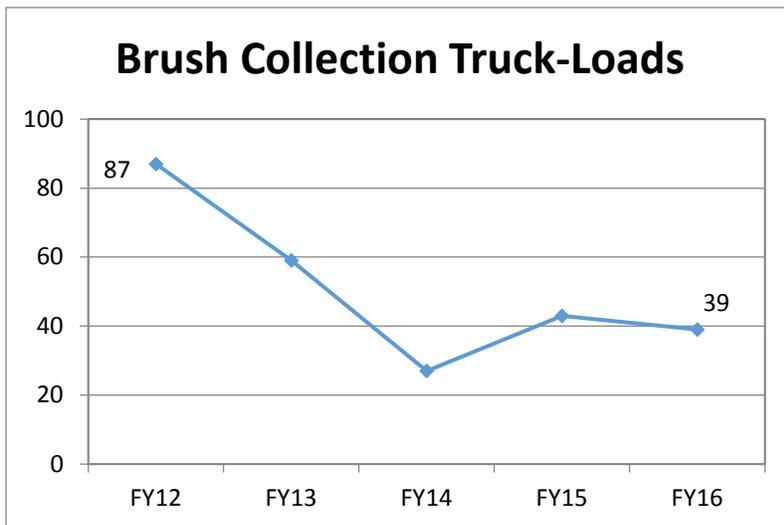


**Event Set-Ups/Tear-Downs:** This number is a measure of the amount of set-ups and tear-downs the department completed for various meetings, programs and events.

## Highway Department

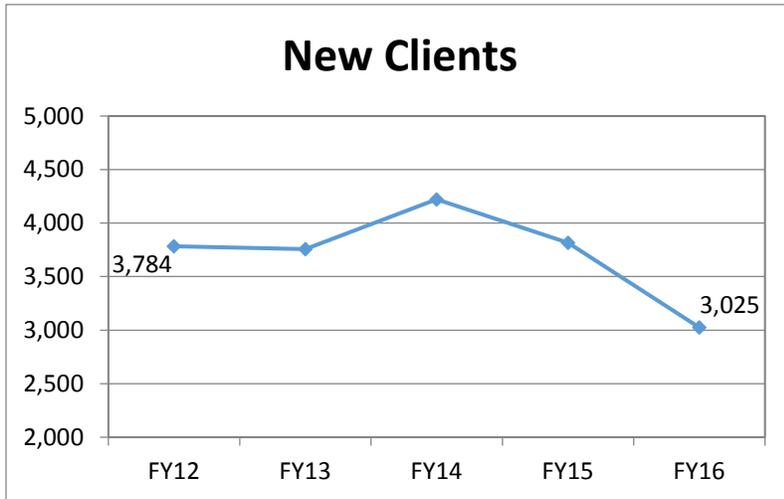


**Tons of Salt Used:** This metric tracks the amount of salt used by the Highway Department to help melt ice and improve traction on Township roadways during and after winter storms. This metric fluctuates as winters with more snow and ice require more salt to be used.



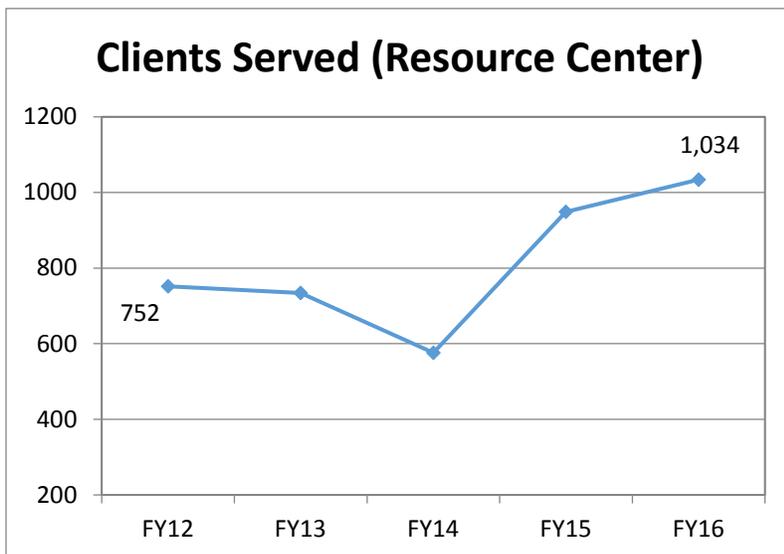
**Brush Collection Truck-Loads:** Brush is collected from the unincorporated roads in the Township. Weather fluctuations and resident use can have an effect on the number of truckloads per year.

## Mental Health Board



**New Clients:** Measures the number of new Hanover Township Clients assisted by MHB funded agencies during the fiscal year.

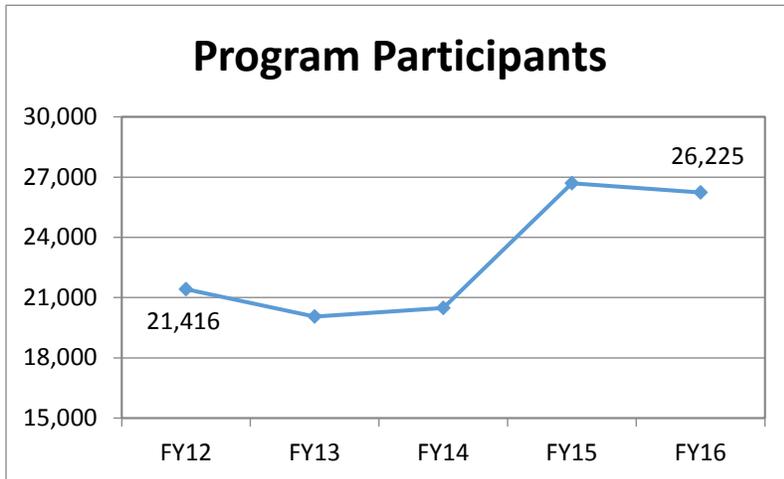
A decrease in the number of new clients can be attributed in part, to the lack of funding agencies are receiving from the State.



**Clients Served (Resource Center):** This metric measures the number of clients seen by one of the MHB funded agencies that have offices in the Mental Health Resource Center in Streamwood, IL.

In FY15, the Resource Center reach maximum tenant capacity, which contributes to the increase in FY15 and FY16.

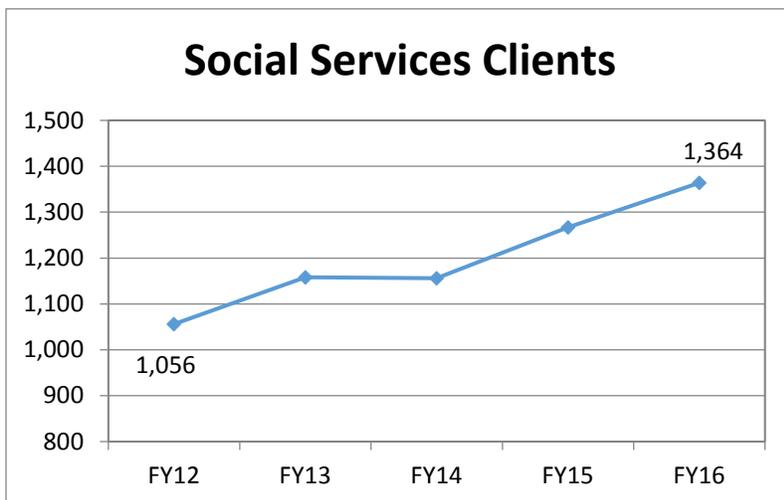
## Senior Services



### Program Participants

**(Duplicated):** This measures the number of seniors attending a program offered by the Senior Services Department.

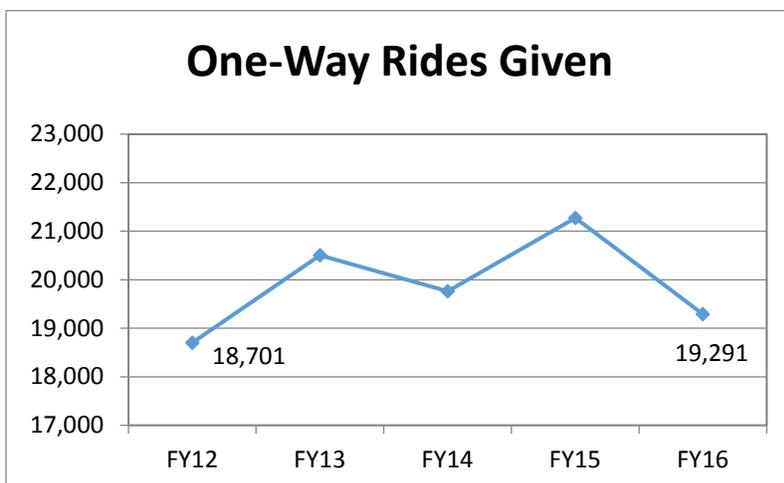
If a senior attends two programs for example, they will be counted twice in this graph.



### Social Services Clients

**(Unduplicated):** This metric tracks the number of seniors who are assisted through the Social Services Division.

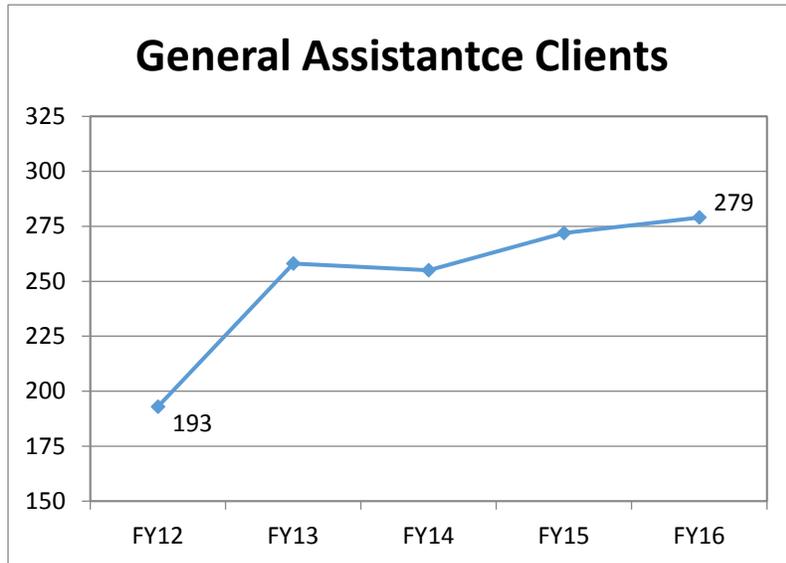
Clients are considered unduplicated. If a client were to visit twice throughout the year, they are only counted once in this graph.



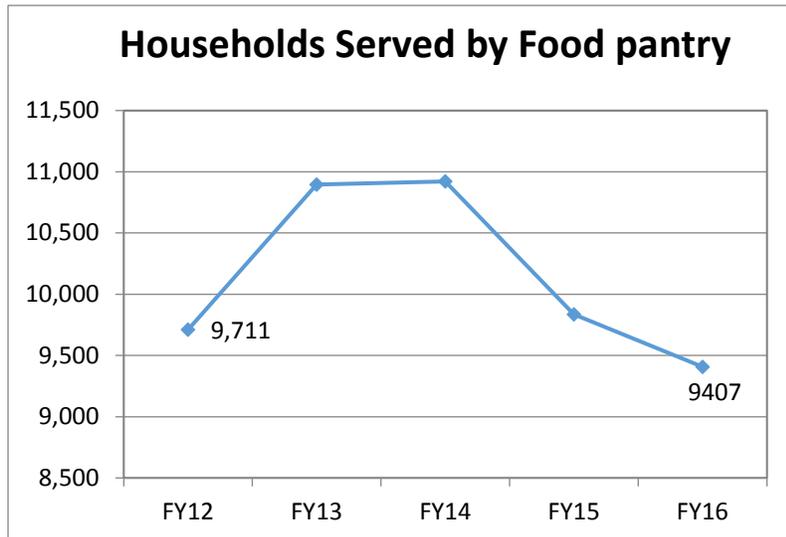
### One-Way Rides Given:

This measure tracks the number of rides given by the transportation department. If a senior is driven to a doctor's appointment and then back home, that would be considered two rides.

## Welfare Services



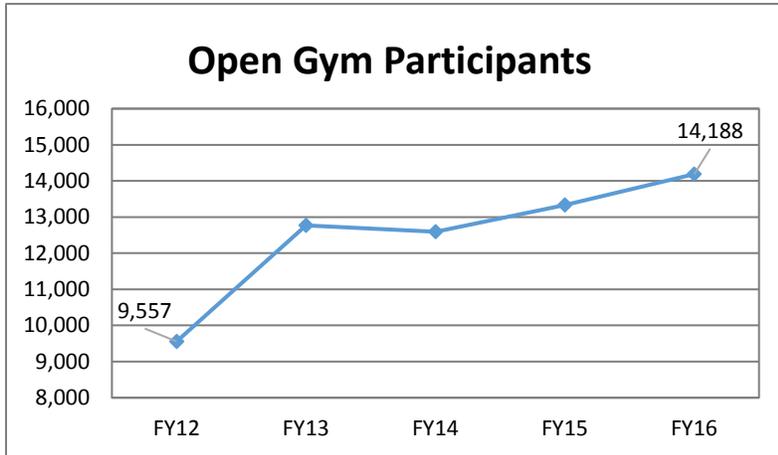
**General Assistance Clients (Duplicated):** This metric measures the number of clients on general assistance. This metric is duplicated, so the clients are counted for each month they receive general assistance.



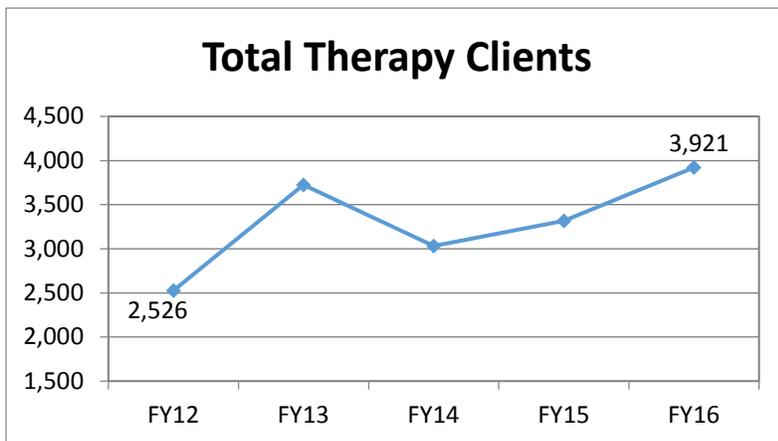
**Households Served by Food Pantry (Duplicated):** This metric tracks the number of duplicated households the food pantry serves in a given year. Each household may utilize the pantry twice per month for a maximum of 24 times in a year.

Each time a family visits the food pantry, they are counted once in this graph.

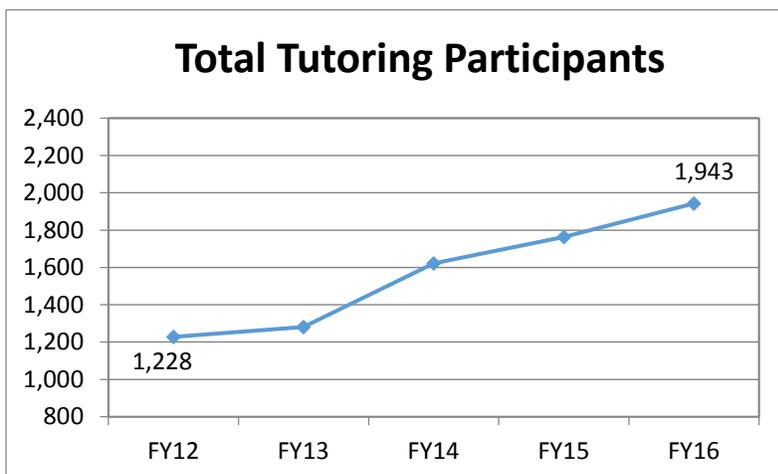
## Youth and Family Services



**Open Gym Participants (Duplicated):** This metric tracks the number of different students who attended an open gym session at least once in the fiscal year. If they attended twice, they are counted twice on the graph.



**Therapy Clients (Duplicated):** This measures the total number of therapy clients that were seen for the year. If the client came in two times during the year, they would be counted twice on the graph.



**Total Tutoring Participants (Duplicated):** This metric measures the number of students who attend a tutoring session. If a student attends two sessions during the year, they would be counted twice in the graph.