



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Regular Meeting of the Township Board**  
*November 21, 2017*  
**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. Veteran’s Honor Roll – SGT Joseph M. Lenoci
  - B. Knights of Columbus, Mary’s Millennium Council  
#12801, Streamwood
  - C. Fifth Third Bank of Bartlett
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Trustees’ Committee Reports
  - F. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
  - A. Regular Meeting Minutes of October 17, 2017
  - B. Ordinance Establishing Rules and Regulations Regarding Use of Hanover Township Facilities
  - C. Resolution Authorizing Payment of Certain Bills Prior to Examination and Audit by the Township Board
  - D. Resolution Regarding the Abolishment of the Hanover Township Road District
  - E. Consideration of December 2017 and January 2018 Township Board Meeting Dates
- IX. Executive Session

**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.**

- X. Workshop – Scope and Evolution Strategic Plan Working Groups
- XI. Other Business
- XII. Adjournment

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**HANOVER  
TOWNSHIP**

**VETERANS HONOR ROLL**

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

**NAME:** LENOCI, JOSEPH M.

**ADDRESS:** 622 PLEASANT PL.

**CITY/ZIP CODE:** STREAMWOOD, FL, 60107

**PHONE #:** (630) 289-0859

**EMAIL ADDRESS:** N/A

**DATE OF BIRTH:** 11-24-32

**BRANCH OF SERVICE:** ARMY **RANK AT DISCHARGE:** SGT

**YEARS OF SERVICE:** FROM FEB 29, 1952 TO FEB 1, 1955

**MEDALS AWARDED OR OTHER CITATIONS:**  
ARMY OF OCCUPATION MEDAL (GERMANY)  
NATIONAL DEFENSE SERVICE MEDAL

**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

# DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Passports</i>	474	428	3,216	2,780
Photo fees	\$3,190	\$1,490	\$20,120	\$9,645
Fee deposits	\$7,825	\$7,900	\$58,530	\$54,850
<i>Fishing/Hunting licenses</i>	3	2	68	75
<i>Handicap Placards</i>	19	20	116	131
<i>Cook County vehicle stickers</i>	2	1	223	239
<i>Human Resources Requests</i>	131	129	1,075	1,099
<i>New Employee Orientations</i>	0	0	12	7
<i>Technology work orders</i>	55	67	299	320
<i>Resident Contacts</i>	1,967	3,142	14,118	15,730
<i>Percent of Budget Expended</i> (58% of year)	3.6%	3.8%	44.1%	45.6%

## Department Highlights

- Administrative Services coordinated the first steps in the Township’s three year strategic planning process. Throughout October, representatives from Northern Illinois University Center for Governmental Studies were onsite to conduct seven focus groups and key interviews. The Strategic Planning Retreat with officials and staff will be December 1<sup>st</sup> from 12:00pm to 7:00pm at the Izaak Walton Center.
- Passport Services continues to see an increase in numbers of passports processed and revenue. Seven months into the fiscal year, revenues for the program have increased 22% from the previous year. The program is expected to generate over \$150,000 in revenue for FY19.
- Administrative Specialist Callahan conducted an audit of General Assistance and Emergency Assistance programs with no findings.
- Administrative Service continues to meet with vendors to assist in the replacement of the Township’s phone system. Phone demos were coordinated in October and Administrative Services will begin drafting the recommendations to the Board when all proposals are finalized.
- Administrative Services coordinated a manager training workshop on “Managing Employees from Hiring to Separation.” Julie Bruch from O’Halloran Kosoff Geitner & Cook, LLC, the legal firm that represents the Townships liability insurance provider, the Illinois Counties Risk Management Trust, presented to the group on October 24<sup>th</sup>.
- Assistant Administrator Powers and ProxIT staff met to develop a five year information technology budget.
- Terri Cook from Employee Assistance Services presented on the Townships employee assistance program during a lunch and learn session on October 11<sup>th</sup>.
- Administrative Services met with representatives of Final Code, an email encryption software, to finalize implementing the program for key staff at the Township.
- Administrator Barr and Assistant Administrator Powers attended the Metropolitan Township Association training on “Maximizing Your Employee Assistance Program” on October 19<sup>th</sup>.
- Assistant Administrator Powers and Director Colagrossi conducted first round interviews for the Nutrition Manager position. Second round interviews will be held in November.

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# OFFICE OF THE ASSESSOR

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Administration</i>				
Office visits	311	1,085	2,068	3,316
Building permits processed	659	509	3,785	3,831
Change of Name*	7	26	58	88
Property tax appeals	155	787	663	1,644
Certificate of Errors	50	150	758	712
Property location updates	2	1	10	6
<i>Exemptions</i>				
Homeowner exemptions	30	44	225	181
Senior homeowner exemptions	13	47	311	339
Senior Freeze exemptions	2	4	149	84
Disabled person & Veteran exemptions	2	55	128	156
Miscellaneous exemptions	4	1	15	21

\* Denotes notary requirement

## Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. October had a total of 1 visitor after 4:30pm.
- We have a total of 2,469 e-mails on our contact list. We added 27 e-mails in October.
- Our office informed Sidwell of 48 corrections that needed to be made in the 2017 Sidwell book.
- Cook County Assessor appeals ended October 5.
- Chief Deputy Assessor Glascott and Deputy Assessor Deyne attended the Hanover Township Foundation Golf Outing October 8.
- Deputy Assessor Christopher attended a strategic planning focus group on October 10.
- The Assessors office staff attended the Employee Assistance Program Lunch and Learn on October 11.
- Chief Deputy Assessor Glascott attended the NIU classes on October 13. They were “Leaders and Followers” and “Effective Presentations and Public Speaking”.
- Chief Deputy Assessor Glascott attended the manager training on “Hiring to Firing” on October 24.
- Chief Deputy Assessor Glascott attended the Employee Wellness workgroup meeting on October 25.
- Assessor Smogolski, Chief Deputy Assessor Glascott and Deputy Assessor Christopher attended the Cook County Township Assessors Association meeting on October 27.

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

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

# OFFICE OF COMMUNITY HEALTH

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Appointments</i>				
ProTimes	23	23	130	167
TB skin test	12	18	72	55
Cholesterol	3	5	61	68
Pharmaceutical Assistance Programs	2	1	5	11
Miscellaneous labs	13	6	74	60
Wellness Screening (BP, diabetes, anemia)	26	22	320	177
Other	63	74	310	283
<i>Clinic Clients</i>				
Senior Center/ home visits	106	113	651	605
Astor Avenue	11	13	62	74
Elgin, Izaak Walton Center	5	5	28	39
Offsite clinics	12	16	89	72
Total clients (unduplicated)	52	74	362	346
<i>Public Education &amp; Health Promotion</i>				
Media coverage	4	4	25	22
Informational seminars/Program	4	6	39	52
Program Participants	111	98	1,400	1,576
<i>Primary Care Provider Support</i>	5	8	30	68

## Department Highlights

- Community Health staff provided 6 home visits for residents in the month of October.
- Director Smith and Community Health Nurse Arriola completed training to be Certified Application Counselors for the Affordable Care Act.
- Director Smith and Community Health Nurse Arriola attended a continuing education seminar on Probiotics, Food and the Immune System on October 5<sup>th</sup>.
- Director Smith attended sessions on innovation in township government, public speaking, and motivation of subordinates at the Illinois Township Management Academy on October 6<sup>th</sup> and 13<sup>th</sup>.
- Director Smith provided staff support for Youth and Family Services' Youth Violence Symposium.
- Director Smith attended a continuing education seminar on Challenging Cases in Primary Care on October 20<sup>th</sup>, focusing on prostate cancer, diabetes, depression and gender identity.
- Community Health Nurse Arriola attended a workshop on Implementing Successful Public Health Nursing Academic Practice Partnerships on October 20<sup>th</sup>.
- Director Smith and Community Health Nurse Arriola provided puberty education for 76 students at Ontarioville Elementary School on October 23<sup>d</sup>.

### *Office of Community Health Mission Statement:*

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

# OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Website Visits (total)</i>	4,935	6,235	31,144	22,807
<i>Website Visits (unique)</i>	3,529	4,599	18,205	16,389
<i>Facebook Likes</i>	34	63	2,078	1,660
<i>New Twitter Followers</i>	6	12	202	124
<i>New YouTube Views</i>	390	268	2,108	1,671
<i>Email address contacts</i>	185	43	956	305
<i>Media Releases</i>	2	2	25	29
<i>Veteran Contacts</i>	70	32	321	277
<i>Total Veterans served</i>	67	28	291	158
<i>Total Resident Contacts (Elgin office)</i>	160	192	4,740	3,881

## Department Highlights

- Director Kuttentberg attended the City of Elgin’s Summer Lunch Program recap meeting on October 4 to review the 2017 program and share feedback.
- Director Kuttentberg and Veterans Specialist Wollack joined Supervisor McGuire at the monthly meeting for Streamwood VFW Post 5151 on October 11. The Township presented on programs and services to veterans and answered questions.
- Communications Specialist Spirou attended the Hanover Park’s Community Expo on October 11 to promote Township programs and services to local realtors and new residents.
- Director Kuttentberg attended the Township Management Academy at NIU Naperville on October 13.
- Veterans Specialist Wollack attended the Bartlett Fire Department Open House on October 14 to promote the Township’s programs and services.
- Director Kuttentberg joined Director Imperato in attending the Elgin Police Department’s SOAR program training (SSD/SSDI Outreach, Access and Recovery). The program trains community leaders in assisting homeless residents in completing applications for assistance. Township staff will be following up with the police department social worker to learn more about the program.
- Hanover Township hosted the first meeting of a group of Township communications staff on October 20. Staff from eight different townships attended. The group will meet again on November 30 at the Thornton Township.
- Director Kuttentberg joined Supervisor McGuire in attending the Annual Make A Difference Day program at Woodland Meadows on October 28. Donations were collected from residents for the Township Food Pantry.
- Communications Specialist Spirou joined Hanover Township Emergency Services in representing the Township at the Bartlett Heritage Days Halloween event on October 28.
- Director Kuttentberg joined Hanover Township Emergency Services officers on October 31 in conducting a walk-through of the IWC with police officers from the Elgin Police Department to evaluate safety procedures.

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# DEPARTMENT OF EMERGENCY SERVICES

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Volunteers</i>				
Total volunteers	33	28	33	28
New volunteers	0	0	7	4
<i>Hours</i>				
Volunteer Detail Hours	595	318	3,396.5	2,818.9
Volunteer Work Hours	112.5	111	1,155.75	1,457.25
Volunteer Training Hours	350	222	2117	1508
<i>Total Volunteer Hours</i>	1,057.5	651	6,669.25	5,784.15
<i>Details</i>				
Emergency Call Outs	7	3	51	26
Safety Patrols	4	3	22	29
Township Sponsored Events	2	4	23	26
Other Community Events	6	5	36	39
Miscellaneous	0	0	0	0
<i>Total Details</i>	19	15	132	112

## Department Highlights:

- HTES responded to the Hanover Park Fire Department for a reported house fire on October 2<sup>nd</sup>.
- HTES assisted Streamwood Police Department with traffic control following a downed electric pole on Irving Park Road on October 6<sup>th</sup>.
- On October 7<sup>th</sup>, HTES assisted Fox River Fire Protection District for a downed power line on Route 64.
- HTES responded to an Illinois Search and Rescue Council request on October 12<sup>th</sup> in Kirkland for a missing person. HTES members conducted a search on foot and in the UTV.
- On October 25, HTES provided traffic control for the Streamwood Police Department and crowd control for a below ground rescue on Park Boulevard.
- HTES assisted Elgin Police Department with a missing person search on Littleton Trail on October 27<sup>th</sup>.
- HTES conducted an open house at Station 1 in coordination with the Downtown Bartlett Halloween Festival on October 28<sup>th</sup>.
- HTES assisted Streamwood Police Department and St. Johns Catholic Church at the Knights Challenge 5k Run on October 7<sup>th</sup>.
- HTES participated in the Hanover Park Fire Department “Touch a Truck” event on October 7<sup>th</sup>.
- On October 10<sup>th</sup>, HTES assisted the South Holland Fire Department with traffic control for the Annual Fire and Rescue Parade of Lights.
- On October 21, HTES provided lighting at multiple locations for the Elgin Police Department at the annual “Nightmare on East Chicago Street” event.
- HTES and the Streamwood Police Department presented a severe weather training at the Veterans of Foreign Wars 4<sup>th</sup> District meeting on October 21<sup>st</sup>.
- HTES assisted Streamwood Police Department with entrance traffic control for a play-off football game at Streamwood High School on October 28<sup>th</sup>.
- Safety patrols were conducted on October 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, and 31<sup>st</sup>.

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# DEPARTMENT OF FACILITIES & MAINTENANCE

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Administration</i>				
Vehicle service calls	7	16	36	63
Work orders	63	81	429	520
Event set-ups/tear downs	153	163	1,278	1,223
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,277	5,942	33,946	37,393
Town Hall	6,480	9,300	53,212	63,840
Senior Center	33,989	36,893	240,456	230,876
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	5.18	1.03	508.96	371.69
Town Hall	43.55	77.62	1,231.59	1,081.47
Senior Center	720.61	752.80	6,805.64	5,183.49

## Department Highlights

- Facilities Technician O’Neil completed the addition for the storage space for Clerk Dolan Baumer’s records off of Downey Hall.
- Cross training is continuing for the Highway and Facilities departmental merger.
- Facilities Technician O’Neil completed and received his CDL Class B Driver’s license.
- Siding was replaced above the rear entrance to the Senior Center.
- Operations Manager Nelson is compiling a master list for of all Township vehicles to assist in a unified tracking system.
- Fox Valley Fire and Safety serviced the Senior Center Fire Pump.
- The holiday tree in the Senior Center lobby was raised and decorated in late October.
- The Facilities and Maintenance team will be assisting Welfare Services with pick up of toys for the Annual Toy Drive.
- Winterization of the summer equipment throughout the Township is completed.
- Facilities and Maintenance staff continue to paint the offices at the Community Resource Center.

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# HIGHWAY DEPARTMENT

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Fall Season</i>				
Row trimming ongoing				
Vehicles started going in for winter pm's				
Outside shop renovation near complete				
<i>Fall Season</i>				
Brush Pickup	6	5	36	39

## Department Highlights

- Row trimming ongoing
- Vehicles started going in for winter preventative maintenance.
- Outside shop renovation will be completed in November.
- Last Brush pick up of the season is November

### *Hanover Township Mission Statement:*

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

# OFFICE OF THE MENTAL HEALTH BOARD

Report for September 2017

SERVICE PROVIDED	SEPTEMBER 2017	SEPTEMBER 2016	FYTD 2018	FYTD 2017
<i>Grant Funding</i>				
New clients	141	149	2,021	1,958
Ongoing Clients	405	380	NC	NC
Closed Cases	42	75	398	476
Prevention Programming Presentations	0	22	120	186
Number in audience	0	740	4,082	5,461
<i>TIDE</i>				
Participants	15	15	17	16
Rides	87	120	430	575
<i>Resource Center</i>				
Organizations providing services	6	6	6	6
Clients served	79	110	482	612

## Department Highlights

- The Mental Health Board met on Tuesday, October 24th for funding hearings to discuss FY 19 annual funding applications. Agencies in attendance were Little City Foundation, The Bridge Youth and Family Services, Girl Scouts of Northern Illinois and Shelter, Inc. Four additional agencies will attend a second grant hearing workshop at the next Mental Health Board meeting on Tuesday, November 28<sup>th</sup> at 6:00 PM in Downey Hall.
- Completed an audit of all agencies receiving annual funding via quarterly payments. The audit results will be taken into consideration during the Mental Health Board FY 19 annual funding allocations.
- Manager Vana and Ms. Biesiadecki will complete a site visit to Catholic Charities on November 16<sup>th</sup>. As of January 2018, the Mental Health Board will have completed a site visit to all 31 annually funded agencies over the last three years. The board will begin a second round of site visits in February 2018.
- The Mental Health Board will complete their next Community Needs Assessment in the Spring/Summer of 2018. Manager Vana has begun the process by speaking with the Center for Governmental Studies at Northern Illinois University.
- Attended the Family Service Association of Greater Elgin Open House on October 26<sup>th</sup>. A new wing of the building was dedicated and named after the late Executive Director, Lisa LaForge.
- Met with Emergency Services and Streamwood Police Commander Petrick to discuss safety and security needs at the Community Resource Center. A recommendation was made to replace three doors to aid in the safety of CRC staff in an active threat situation. Manager Vana is working with Facilities and Maintenance on completing this purchase.
- Manager Vana continues working with Administrator Barr and Assistant Administrator Powers on the Disabled Housing Initiative. Administrator Barr and Manager Vana met with the Housing Authority of Elgin on November 7<sup>th</sup> to discuss the initiative and a potential partnership. The next step will be to hold a meeting with both the Housing Authority of Elgin and UP Development to discuss the best way to continue to move forward.

*Mental Health Board Mission Statement:*

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

# DEPARTMENT OF SENIOR SERVICES

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Programming Division</i>				
Planned programs	247	199	1,584	1,413
Participants	3,510	2,719	21,801	18,705
Participants (unduplicated)	857	821	1,424	1,770
Wait listed (unduplicated)	49	58	566	547
Art & Computer classes	54	66	336	410
Art & Computer class participants	360	371	2,331	2,661
New volunteers	7	2	36	37
Total volunteers (unduplicated)	157	144	237	225
Volunteer hours reported	2,490	2,176	17,504	17,062
Meals Served	1,455	859	8,296	5,974
Meals delivered by volunteers	1,576	938	9,048	6,962
<i>Social Services Division</i>				
Clients served (unduplicated)	359	268	824	880
Clients served (duplicated)	390	242	1,407	1,929
Energy Assistance	198	74	282	323
Prescription drugs & health insurance assistance	171	163	760	547
Social Service programs	14	12	73	77
Social Service program participants	89	160	582	648
Lending Closet transactions	124	81	767	753
<i>Transportation Division</i>				
One way rides given	1,981	1,562	12,253	10,698
Individuals served (unduplicated)	272	255	548	567
New riders	53	32	548	567
Unmet requests for rides	38	72	241	362

## Department Highlights:

- Over 100 people attended the Halloween Party at Bridges of Poplar Creek in Hoffman Estates
- Participation in the Stars-N-Stripes Café reached a daily average of sixty-six people.
- Director Colagrossi and Assistant Administrator Powers have been conducting first round interviews for the Nutrition Manager Position.
- The annual Low Income Home Energy Assistance Program (LIHEAP) began on 10/2. LIHEAP provides assistance toward the gas and/or electric accounts for low-income households. A Social Services Division intern and Auxiliary Volunteer are trained and serving clients in the application process in addition to staff.
- Medicare Part C/D Annual Enrollment Period began on 10/15. Clients are able to review, switch, enroll, or terminate their coverage through 12/7.
- One-way rides continue to increase for the month of October (419 more rides than October 2016) as well as year to date for FY18.
- Transportation Manager Steininger conducted the Quarterly Transportation User's Group call on October 31. The topic was ways to increase ridership/outreach. Six townships were represented on the call for the Senior Citizens Division (ITASCSC) of Township Officials of Illinois.
- The Transportation Division provided a shuttle for Hanover Park tour for developers on October 24.

# DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>Outreach &amp; Prevention</i>				
Open Gym participants	1,249	1,368	7,168	7,647
Open Gym participants (unduplicated)	503	440	931	1,124
Alternative to Suspension referrals	11	5	39	91
Alternative to Suspension participants	192	343	917	1,172
Alternative to Suspension participants (unduplicated)	94	119	133	165
<i>Clinical</i>				
Therapy clients	505	348	2,187	2,455
Therapy clients (unduplicated)	160	163	908	1,140
New clients (unduplicated)	20	9	128	101
Clinical hours	289	265	1,482	1,853
Group session participants	135	74	832	1,484
<i>Tutoring Participants</i>				
Total	225	259	729	825
Unduplicated	82	90	167	182

## Department Highlights:

- Open Gym metrics are down this month due to starting one week later than last year due to a change in the school calendar.
- The Alternative to Suspension Program metrics are down this month due to a new agreement required by the school district that is currently waiting for signatures from the district officials.
- Tutoring Services metrics are down due to staffing transitions.
- Director Parquette attended the Streamwood Women's Club meeting on Tuesday, October 3, 2017. Director Parquette thanked the Club for their generous donation to the Open Gym Program.
- Manager Cohen and Manager Houdek attended the Township Management Academy hosted by Northern Illinois University's Department of Public Affairs on October 6<sup>th</sup> and 13<sup>th</sup>, 2017.
- Administrative Assistant Beahan retired from her position on Friday, October 6, 2017 after 26 years of service.
- Manager Cohen attended a Bartlett Elementary School staff meeting to present the Open Gym Program and township programs and services on Tuesday, October 17, 2017.
- Youth and Family Services hosted a Youth Violence Symposium on Thursday, October 19, 2017. Officials and professional staff from various county, municipality, and non-profits attended. Participants answered questions related to what youth violence looks like in Hanover Township, barriers and solutions. A report is to follow in January.
- Director Parquette and Manager Conway presented Township programs and services to the Village of Streamwood Police Department's Beat 3 and 4 quarterly meeting on Tuesday, October 24, 2017.
- Director Parquette, Manager Houdek, and Manager Cohen attended the Lisa LaForge dedication at Family Service Association of Greater Elgin on Thursday, October 26, 2017.

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

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

# DEPARTMENT OF WELFARE SERVICES

Report for October 2017

SERVICE PROVIDED	OCTOBER 2017	OCTOBER 2016	FYTD 2018	FYTD 2017
<i>General Assistance</i>				
General Assistance clients	13	13	82	87
General Assistance appointments	15	23	182	186
Emergency Assistance appointments	13	23	142	133
Emergency Assistance approved	3	8	27	14
Crisis intake clients	191	160	949	825
Access to Care	0	0	0	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	40	92	119	185
Circuit Breaker	1	0	7	6
<i>Social Services</i>				
ComEd Hardships	0*	0*	48	29
Weatherization	0	2	0	4
<i>Food Pantry</i>				
Served (Households)	681	684	4,701	4,420
New applications	36	46	171	200
Food Donations	47	45	318	286
<i>Community Center Walk-Ins</i>	177	270	1,373	1,547

\* Program Closed

## Department Highlights:

- Holiday Program registration began October 2<sup>nd</sup> with 282 families signed up as of October 30<sup>th</sup>.
- Salvation Army renewed the contract for 2018 and increased grant funding to \$4,000, an increase of \$1,600.
- Administrative Specialist Callahan conducted an audit on General Assistance and Emergency Assistance case files with no findings.
- Welfare Services Coordinator Lori Orozco attended the Food Pantry Summit hosted by Schaumburg Township on October 6<sup>th</sup>. The summit included 50 area leaders from food pantries, churches and government agencies to improve communication, collaboration, and training opportunities.
- Emergency Assistance had 5 new applications submitted, 3 were approved and 1 is pending. General Assistance terminated one client because they were no longer a resident of the township.
- Twenty-one Salvation Army applications have been approved to date. One additional non-resident was serviced by Salvation Army.
- First Student hosted a hiring event in October and scheduled two additional events through December 2017.
- St. Johns hosted a 5k run to benefit the food pantry on October 7<sup>th</sup>.
- Hanover Township Foundation hosted the Golf Outing to benefit the food pantry.
- Welfare Services hosted a Community Halloween Party with more than 200 in attendance on October 25<sup>th</sup>.
- Immanuel United Church of Christ hosted a Pumpkin Decorating Event at Astor Avenue with 36 in attendance.
- RPP Enterprises continues to provide employment services to residents. In October 10 residents received employment services.
- CEDA has resumed services at Astor Avenue and is onsite every Wednesday from 8:30am-4:30pm.

### *Welfare Services Mission Statement:*

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

**Hanover Township**  
 Board Audit Report  
 From 10/17/17 - 11/20/17

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	174,729.10	47.98	174,777.08
Total Senior Center	89,255.31	103.62	89,358.93
Total Welfare Services	14,928.43		14,928.43
Total Road and Bridge	37,760.95		37,760.95
Total Mental Health Board	23,439.13	890.90	24,330.03
Total Retirement	-		
Total Vehicle	200.00		200.00
Total Capital	115,329.65		115,329.65
Total All Funds	<u>455,642.57</u>	<u>1,042.50</u>	<u>456,685.07</u>

The above "Subtotal" column has been approved for payment this 21st day of November.

The above "Total" column has been approved for payment this 21st day of November.

\_\_\_\_\_  
 Supervisor

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

\_\_\_\_\_  
 Supervisor

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

\_\_\_\_\_  
 Trustee

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
<b>10A · Town Assets</b>					
<b>1001650 · Prepaid Expense</b>					
Check	11/17/2017	123704	Illinois Counties Risk Management Trust	101-4503 Workers Comp/General Liability (FY 19)	21,824.44
Total 1001650 · Prepaid Expense					21,824.44
Total 10A · Town Assets					21,824.44
<b>30A · Road &amp; Bridge Assets</b>					
<b>3001650 · Prepaid Insurance</b>					
Check	11/17/2017	123704	Illinois Counties Risk Management Trust	303-4702 Workers Comp/General Liability (FY 19)	4,790.73
Total 3001650 · Prepaid Insurance					4,790.73
Total 30A · Road & Bridge Assets					4,790.73
<b>10L · Town Liabilities</b>					
<b>1012200 · Vehicle Stickers</b>					
Check	11/17/2017	123684	Cook County Collector	Vehicle Stickers	320.00
Total 1012200 · Vehicle Stickers					320.00
Total 10L · Town Liabilities					320.00
<b>1013 · Town Fund - Revenue</b>					
<b>1013440 · YFS - Tutoring Fees</b>					
Check	11/07/2017	123447	Maria Diaz	Tutoring Services Refund	45.00
Check	11/07/2017	123464	Alizia Navarrete	Tutoring Services Refund	45.00
Total 1013440 · YFS - Tutoring Fees					90.00
Total 1013 · Town Fund - Revenue					90.00
<b>1014 · Town Fund - Expenditures</b>					
<b>101CAP · Capital Expenditures</b>					
<b>1014410 · Equipment Purchases</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Garage Security Camera Replacement	108.74
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Security Camera	99.99
Check	11/14/2017	123603	Leaf (618-004)	Inv# 7832161 Copier Lease - Town Hall	328.00
Check	11/17/2017	123659	Sam's Club (Town 0487 6)	10x10 Canopy	169.98
Total 1014410 · Equipment Purchases					706.71
<b>1014430 · Computer Equipment &amp; Software</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Human Resource Information System Monthly Fee	318.50
Check	10/31/2017	123408	Constituent Outreach Consultants LLC.	Inv# 751 Mobile Phone Application Annual Fee	2,200.00
Check	10/31/2017	123419	ProxiT Technology Solutions	Inv# 18861 Wifi Cloud Key	89.00
Check	11/14/2017	123610	ProxiT Technology Solutions	Inv# 18869 Network Labor - 32 Hours	2,720.00
Total 1014430 · Computer Equipment & Software					5,327.50

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 101CAP · Capital Expenditures					6,034.21
<b>101CHN · Community Health</b>					
<b>1014454 · Travel &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Illinois Township Management Academy Registration - Smith	267.00
Total 1014454 · Travel & Training					267.00
<b>1014456 · Community Affairs</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Health Expo Event Facebook Advertisement	100.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Health Expo ice	16.77
Total 1014456 · Community Affairs					116.77
<b>1014457 · Furniture and Computer Equip</b>					
Check	10/24/2017	123275	Aqua Chill of Chicago	Inv# 2243553 Water Machine Lease - September	16.00
Check	11/07/2017	123436	Aqua Chill of Chicago	Inv# 2245979 Water Machine Lease - October	16.00
Check	11/07/2017	123456	Leaf (478-001)	Inv# 7859923 LL Copier Lease	115.50
Total 1014457 · Furniture and Computer Equip					147.50
<b>1014459 · Professional Services</b>					
Check	10/24/2017	123273	Alexian Brothers Health System	Acct# G.9319 Patient Lab	47.98
Check	11/14/2017	123611	Quest Diagnostics	Inv# 9164044485 Client Labs	32.00
Check	11/14/2017	123611	Quest Diagnostics	Inv# 9169894590 Client Labs	32.40
Total 1014459 · Professional Services					112.38
<b>1014461 · Miscellaneous</b>					
Check	10/31/2017	123414	McKesson Medical Surgical	11752878 Acct Charges	9.14
Check	11/17/2017	123690	Bartlett Sports	Inv# 4689 Staff Shirt	24.00
Total 1014461 · Miscellaneous					33.14
<b>1014462 · License/Professional Insurance</b>					
Check	10/24/2017	123276	Arriola, Stacy A	Reimbursement NSO Professional Liability Insurance	134.00
Total 1014462 · License/Professional Insurance					134.00
<b>1014465 · Medical Supplies</b>					
Check	10/31/2017	123414	McKesson Medical Surgical	Inv# 10442075 Glucose Test Kit (2)	85.31
Check	10/31/2017	123414	McKesson Medical Surgical	Inv# 10725968 Glucose Test Kit (4)	169.68
Check	10/31/2017	123414	McKesson Medical Surgical	Inv# 1172721 Gloves/Bandages/Aplisol	131.72
Total 1014465 · Medical Supplies					386.71
<b>1014466 · Communications</b>					
Check	10/31/2017	123429	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges	52.75
Total 1014466 · Communications					52.75
<b>1014491 · Health Insurance</b>					

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	1,928.25
Total 1014491 · Health Insurance					1,928.25
<b>1014492 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Total 1014492 · Dental, Vision & Life Insurance					181.42
<b>1014493 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	144.44
Total 1014493 · Unemployment					144.44
Total 101CHN · Community Health					3,504.36
<b>101CVA · Community &amp; Veteran Affairs</b>					
<b>101CMA · Community Relations</b>					
<b>1014611 · Education &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Management Academy Registration - Kuttenberg	178.00
Check	11/14/2017	123593	Government Social Media LLC	Inv# 2017-1939 Government Social Media Conference Registration	575.00
Total 1014611 · Education & Training					753.00
<b>1014614 · Printing</b>					
Check	11/14/2017	123574	Braden Interact Business (Jay St)	Inv# 446545 Copy Charges	6.24
Total 1014614 · Printing					6.24
<b>1014617 · Equipment &amp; Furniture</b>					
Check	10/24/2017	123278	Canteen Refreshment Services	Inv# 052560036030 Water Machine Rental	29.95
Check	10/31/2017	123422	Sprint	Acct# 897162515 Monthly Charges	35.00
Check	11/14/2017	123578	Canteen Refreshment Services	Inv# 05256000062142 Water Machine Rental	29.95
Check	11/14/2017	123604	Leaf (618-005)	Inv# 7750565 Copier Lease - IWC	216.30
Check	11/14/2017	123605	Leaf (618-005)	Inv# 7832162 Copier Lease - IWC	206.27
Total 1014617 · Equipment & Furniture					517.47
<b>1014619 · Office Supplies</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Cardstock Paper	7.70
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Certificate Frame	14.29
Check	11/14/2017	123579	Canteen Refreshment Services	Inv# 05256000064888 Coffee/Creamer/Filter/Cups	237.76
Total 1014619 · Office Supplies					259.75
<b>1014621 · Satellite Office Utilities</b>					
Check	11/14/2017	123584	Com Ed 010	Acct# 6997418010 Monthly Charges	424.03
Check	11/17/2017	123654	Nicor 78	Acct# 78-11-12-9467 Monthly Charges	86.45

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
			Total 1014621 · Satellite Office Utilities		510.48
			<b>1014623 · Satellite Office Phone &amp; Intrnt</b>		
Check	11/07/2017	123437	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	110.91
Check	11/14/2017	123582	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges	180.35
Check	11/14/2017	123602	Kuttenberg, Thomas	Cell Phone Reimbursement Oct/Nov	100.00
			Total 1014623 · Satellite Office Phone & Intrnt		391.26
			<b>1014624 · Travel</b>		
Check	11/17/2017	123687	Kuttenberg, Thomas W	TOI Conference Mileage Reimbursement	226.72
			Total 1014624 · Travel		226.72
			<b>1014627 · Community Affairs</b>		
Check	10/17/2017	123270	Township Officials of Cook Co-Trustee Div	Trustees Division Fall Meeting Fee - Moinuddin	15.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Day Event Facebook Advertisement	31.05
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Day Event Facebook Advertisement	118.95
Check	11/17/2017	123692	Hoffman Estates Chamber of Commerce	Inv# 82762 Standard Membership	235.00
Check	11/17/2017	123700	Streamwood Chamber of Commerce	Chamber Annual Meeting (2)	90.00
Check	11/17/2017	123700	Streamwood Chamber of Commerce	Inv# 2014-375 Premier Member Renewal	420.00
Check	11/17/2017	123702	Universal Marketing, LLC	Inv# 16083 Township Pens	476.41
			Total 1014627 · Community Affairs		1,386.41
			<b>1014691 · Health Insurance</b>		
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	1,941.14
			Total 1014691 · Health Insurance		1,941.14
			<b>1014692 · Dental, Vision &amp; Life Insurance</b>		
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	126.68
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	8.15
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	126.68
			Total 1014692 · Dental, Vision & Life Insurance		261.51
			<b>1014693 · Unemployment</b>		
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	72.27
			Total 1014693 · Unemployment		72.27
			Total 101CMA · Community Relations		6,326.25
			<b>101VET · Veteran Affairs</b>		
			<b>1014701 · Veterans Honor Roll</b>		
Check	11/14/2017	123570	A1 Trophies & Awards	Inv# 11543 Veteran Plate	4.00
Check	11/14/2017	123570	A1 Trophies & Awards	Inv# 11612 Veteran Plate	4.00
			Total 1014701 · Veterans Honor Roll		8.00

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 101VET · Veteran Affairs					8.00
Total 101CVA · Community & Veteran Affairs					6,334.25
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Tool Boxes for HTES vehicles	76.79
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Wd Stain/Crate/Trash Bags	29.33
Check	11/14/2017	123580	Cintas Fire Protection	Inv# 0F94017698 Fire Extinguisher Maintenance	98.09
Check	11/14/2017	123580	Cintas Fire Protection	Inv# 0F94017744 Fire Extinguisher Maintenance	170.74
Total 1014802 · Equipment					374.95
<b>1014803 · Uniforms</b>					
Check	10/31/2017	123395	Bartlett Sports	Inv# 4712 ES Uniform Shirt	9.50
Check	11/14/2017	123612	Ray O'herron Co., Inc.	Inv# 1758757 Uniform Jacket (2)/Streetgear/ShirtNameplates	489.60
Check	11/14/2017	123616	Today's Uniforms Inc	Inv# 149593 Uniform Shirts (4)	248.80
Total 1014803 · Uniforms					747.90
<b>1014804 · Printing</b>					
Check	11/14/2017	123614	Signs by Tomorrow	Inv# 24300 Emergency Services Banner	101.80
Total 1014804 · Printing					101.80
<b>1014806 · Office Supplies</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	EMA Unit of the Year Award Frame	10.37
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Binders (4) and Bin	21.95
Total 1014806 · Office Supplies					32.32
<b>1014808 · Education &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Training Refreshments	22.53
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Training Refreshments	20.32
Check	10/27/2017	CC Oct 17	JP Morgan Chase	ISAR Annual Conference Registration (4)	257.16
Total 1014808 · Education & Training					300.01
<b>1014809 · Pre-Volunteer Screening</b>					
Check	11/07/2017	123479	Verify Firm Systems (XHANEM)	Inv# 1185445-IN Background Checks	26.00
Total 1014809 · Pre-Volunteer Screening					26.00
<b>1014812 · Volunteer Appreciation</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Officer Meeting Refrehments	17.38
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Station Refreshments	19.23
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Station Refreshments	11.90
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Event Detail Lunch (6)	44.99
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Event Detail Lunch (7)	88.03
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Event Detail Dinner (3)	29.09
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Officers Meeting Dinner (10)	60.99

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Lunch (5)	68.66
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Late Call Out Member Dinner (7)	86.18
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Event Detail Lunch (5)	26.27
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Member Event Detail Refreshments (5)	42.48
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Late Call Out Member Dinner (5)	59.09
Total 1014812 · Volunteer Appreciation					554.29
<b>1014813 · Vehicle Fuel &amp; Maintenance</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Vehicle 9100 Car Wash	11.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Vehicle 9141 ISAR Training Feul	22.90
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Vehicle 9131 ISAR Training Fuel	30.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Repair to HTES Trailer 9140-A	164.58
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HTES Vehicle 9100 Car Wash	11.00
Check	10/31/2017	123428	Village of Hanover Park (Fuel)	Inv# 2017-468 August 2017 Fuel	448.77
Check	11/14/2017	123596	Hopkins Ford	Inv# 5019786 Plate - Door	42.68
Check	11/14/2017	123596	Hopkins Ford	R/O# 619164/1 Oil Change/Alignment Inspection	48.40
Check	11/14/2017	123596	Hopkins Ford	R/O# 619269/1 Oil Change	39.52
Check	11/14/2017	123596	Hopkins Ford	R/O# 619273/1 Diesel Oil Change	87.09
Total 1014813 · Vehicle Fuel & Maintenance					905.94
<b>1014814 · Communications</b>					
Check	10/24/2017	123280	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	142.61
Check	10/31/2017	123429	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges	92.11
Total 1014814 · Communications					234.72
<b>1014891 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	1,941.14
Total 1014891 · Health Insurance					1,941.14
<b>1014892 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	157.99
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	157.99
Total 1014892 · Dental, Vision & Life Insurance					329.39
<b>1014893 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	36.23
Total 1014893 · Unemployment					36.23
Total 101ES · ES - Expenditures					5,584.69
<b>101ISE · Insurance &amp; Employee Benefits</b>					
<b>1014503 · General Insurance</b>					
Check	11/17/2017	123704	Illinois Counties Risk Management Trust	Workers Comp/General Liability	43,648.87

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 1014503 · General Insurance					43,648.87
<b>1014507 · Flex Plan &amp; 457 Plan</b>					
Check	10/31/2017	123425	TASC	Inv# IN1119522 FSA Admin Fees	90.36
Total 1014507 · Flex Plan & 457 Plan					90.36
<b>1014513 · Employee Wellness</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Lunch and Learn Program Lunch (15)	73.13
Check	10/31/2017	123414	McKesson Medical Surgical	Inv# 10332388 Employee Flu Shots	516.00
Total 1014513 · Employee Wellness					589.13
Total 101ISE · Insurance & Employee Benefits					44,328.36
<b>101LEA · Legal &amp; Auditing</b>					
<b>1014502 · Legal Services</b>					
Check	11/17/2017	123695	Kopon Airdo, LLC	Inv# 190-0001-23345 Legal Fees	25,617.41
Total 1014502 · Legal Services					25,617.41
Total 101LEA · Legal & Auditing					25,617.41
<b>101MAIN · Facilities Maintenance</b>					
<b>1014205 · Janitorial Supplies</b>					
Check	11/07/2017	123438	Bade Supply	Inv# 300163 Glass Cleaner/Can Liners/Soaps	669.72
Check	11/07/2017	123452	Grainger	Inv# 9583271136 Scrubbing Pad	12.11
Check	11/07/2017	123476	The Home Depot F&M	Inv# 5094308 Activity Room Cleaner	34.91
Total 1014205 · Janitorial Supplies					716.74
<b>1014208 · Housekeeping Contract</b>					
Check	11/07/2017	123470	Perfect Cleaning Service, Inc.	Inv# 45580 Monthly Cleaning - Senior	1,210.00
Total 1014208 · Housekeeping Contract					1,210.00
<b>1014209 · Building Contracts</b>					
Check	11/07/2017	123434	Alarm Specialties and Protection	Inv# 30906 Security & Fire Monitoring - IWC	165.00
Check	11/07/2017	123448	Fox Valley Fire & Safety	Inv# 121916 Quarterly Security Monitoring - Town	78.00
Check	11/07/2017	123448	Fox Valley Fire & Safety	Inv# 122383 Quarterly Security Monitoring - Astor	78.00
Check	11/07/2017	123448	Fox Valley Fire & Safety	Inv# 124300 Fire Extinguisher Service/Maint	194.50
Check	11/07/2017	123448	Fox Valley Fire & Safety	Inv# 124301 Annual Service - Senior Center	60.00
Check	11/07/2017	123463	Midwest Electrical Service Center	Inv# F02691 Preventative Maint Agreement Senior Center	120.00
Check	11/07/2017	123468	Orkin Pest Control (Senior)	Inv# 162668426 Pest Control	79.70
Total 1014209 · Building Contracts					775.20
<b>1014210 · Building Maintenance - Town</b>					
Check	10/24/2017	123294	The Home Depot	Inv# 1591524 Paint	38.98
Check	10/24/2017	123294	The Home Depot	Inv# 8043195 Exit Sign Batteries	125.35
Check	10/24/2017	123294	The Home Depot	Inv# 3043985 Hex Bolt	4.62

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Paint and painting supplies	90.89
Check	11/07/2017	123454	Braden Interact Business Products (Town)	Inv# 445381 Copy Charges	35.62
Check	11/07/2017	123461	Menard's- Hanover Park	Inv# 72006 Clerks' Storage Closet Materials	206.68
Check	11/07/2017	123476	The Home Depot F&M	Inv# 6563651 Carpet Shampoo/Bleach/Soap	72.42
Check	11/07/2017	123476	The Home Depot F&M	Inv# 2591110 Storage Items Wrap	34.51
Check	11/07/2017	123476	The Home Depot F&M	Inv# 6561418 Floor Cleaner	39.89
Check	11/07/2017	123476	The Home Depot F&M	Inv# 5561475 Hanging Plant Basket	41.94
Check	11/17/2017	123661	The Home Depot	Door Kit/Hole Saw	154.98
Total 1014210 · Building Maintenance - Town					845.88
<b>1014211 · Building Maintenance - Senior</b>					
Check	11/07/2017	123476	The Home Depot F&M	Inv# 3591062 Light Bulbs/Paint Rollers	76.74
Check	11/07/2017	123476	The Home Depot F&M	Inv# 1591526 Mounting Tape	19.97
Total 1014211 · Building Maintenance - Senior					96.71
<b>1014212 · Building Maintenance - Astor</b>					
Check	11/07/2017	123476	The Home Depot F&M	Inv# 9094007 Camera	51.44
Check	11/17/2017	123661	The Home Depot	Ballast/Wire Connector	43.69
Total 1014212 · Building Maintenance - Astor					95.13
<b>1014213 · Equipment Maintenance - Town</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDMI Splitter and Roll-Pin Assortment	39.70
Total 1014213 · Equipment Maintenance - Town					39.70
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	10/24/2017	123287	Menard's	Inv# 36717 Adaptors/Cable	27.53
Total 1014214 · Equipment Maintenance - Senior					27.53
<b>1014217 · Education &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	CDL License - O'Neil	51.18
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Illinois Township Management Academy Registration (3)	356.00
Total 1014217 · Education & Training					407.18
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	11/07/2017	123465	Newport Printing Services	Inv# 8821 Food Pantry Van Signs Installation	180.00
Total 1014218 · Vehicle Maintenance - Town					180.00
<b>1014219 · Vehicle Fuel - Town</b>					
Check	10/31/2017	123428	Village of Hanover Park (Fuel)	Inv# 2017-468 August 2017 Fuel	298.82
Total 1014219 · Vehicle Fuel - Town					298.82
<b>1014221 · Cell Phone/Communications</b>					
Check	10/31/2017	123422	Sprint	Acct# 897162515 Monthly Charges	59.56

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 1014221 · Cell Phone/Communications					59.56
<b>1014222 · Trash Removal - Town</b>					
Check	11/07/2017	123471	Groot, Inc.	Acct# 3107-68246 Monthly Charges - September	333.55
Check	11/14/2017	123595	Groot, Inc.	Acct# 3107-68246 Monthly Charges - October	338.55
Total 1014222 · Trash Removal - Town					672.10
<b>1014223 · Trash Removal - Senior</b>					
Check	11/07/2017	123471	Groot, Inc.	Acct# 3107-61390 Monthly Charges - September	342.27
Check	11/14/2017	123595	Groot, Inc.	Acct# 3107-61390 Monthly Charges - October	347.40
Total 1014223 · Trash Removal - Senior					689.67
<b>1014224 · Trash Removal - Astor</b>					
Check	11/07/2017	123471	Groot, Inc.	Acct# 3107-69323 Monthly Charges - September	316.94
Check	11/14/2017	123595	Groot, Inc.	Acct# 3107-69323 Monthly Charges - October	321.94
Total 1014224 · Trash Removal - Astor					638.88
<b>1014225 · Grounds/Reserve Maintenance</b>					
Check	11/07/2017	123466	O'Reilly Auto Parts	Inv# 3421-156869 Spark Plug for Splitter	2.49
Check	11/07/2017	123476	The Home Depot F&M	Inv# 174640 Mum Planter	50.54
Check	11/07/2017	123476	The Home Depot F&M	Inv# 9580113 Fire Hydrant Paint	26.35
Check	11/07/2017	123476	The Home Depot F&M	Inv# 3101935 Weed Killer	26.94
Total 1014225 · Grounds/Reserve Maintenance					106.32
<b>1014228 · Building Maintenance - Izaak</b>					
Check	11/07/2017	123461	Menard's- Hanover Park	Inv# 67010 Archery Range - Supplies	67.02
Check	11/07/2017	123467	Orkin Pest Control (IWC)	Inv# 162668527 Pest Control	66.57
Check	11/07/2017	123476	The Home Depot F&M	Inv# 9185001 IWC Gardening Tools	30.64
Total 1014228 · Building Maintenance - Izaak					164.23
<b>1014229 · Equipment Maintenance - Izaak</b>					
Check	10/24/2017	123294	The Home Depot	Inv# 5043431 Post Cap	19.81
Total 1014229 · Equipment Maintenance - Izaak					19.81
<b>1014230 · Trash Removal - Izaak</b>					
Check	11/07/2017	123471	Groot, Inc.	Acct# 3107-54379 Monthly Charges - September	144.90
Check	11/14/2017	123595	Groot, Inc.	Acct# 3107-54379 Monthly Charges - October	147.44
Total 1014230 · Trash Removal - Izaak					292.34
<b>1014291 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	4,576.45
Total 1014291 · Health Insurance					4,576.45
<b>1014292 · Dental, Vision &amp; Life Insurance</b>					

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	253.36
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	28.51
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	253.36
Total 1014292 · Dental, Vision & Life Insurance					535.23
<b>1014293 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	190.95
Total 1014293 · Unemployment					190.95
Total 101MAIN · Facilities Maintenance					12,638.43
<b>101PAN · Pantry</b>					
<b>1014161 · Utilities</b>					
Check	10/24/2017	123292	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	45.43
Check	10/24/2017	123293	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	42.64
Check	11/14/2017	123586	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges	496.53
Check	11/14/2017	123622	Village of Hanover Park	Acct# 3940-001 Water/Sewer Bill Date 11/01/17	35.34
Check	11/17/2017	123650	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	64.18
Check	11/17/2017	123651	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	93.71
Total 1014161 · Utilities					777.83
<b>1014191 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	1,941.14
Total 1014191 · Health Insurance					1,941.14
<b>1014192 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	274.83
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	274.83
Total 1014192 · Dental, Vision & Life Insurance					563.07
<b>1014193 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	39.17
Total 1014193 · Unemployment					39.17
Total 101PAN · Pantry					3,321.21
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	11/17/2017	123689	Andromeda Technology Solutions	Inv# 80816 Phone Lines Audit/Consultation	625.00
Total 1014402 · Telephone - Town					625.00
<b>1014403 · Utilities - Town/Senior</b>					
Check	10/24/2017	123290	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges - Town	196.97
Check	11/07/2017	123444	Com Ed 006 (Town)	Acct# 7826009006 Monthly Charges	713.37

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	11/14/2017	123587	Com Ed 009 (Snr)	Acct# 7826010009 Monthly Charges	5,942.29
Check	11/14/2017	123620	Village of Bartlett	Acct# 63818 Water/Sewer Runzel Reserve	27.50
Check	11/14/2017	123621	Village of Bartlett	Bill# 787549 Water/Sewer Town/Senior	212.46
Check	11/17/2017	123652	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges - Senior	615.05
Total 1014403 · Utilities - Town/Senior					7,707.64
<b>1014405 · Internet Access - Town</b>					
Check	10/31/2017	123403	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Internet Charges	259.35
Check	10/31/2017	123404	Comcast (Town 207)	Acct# 8771 10 083 0234207 Monthly Cable Charges	16.82
Check	11/14/2017	123573	AT&T 824	Acct 253810824 Back up Internet	75.44
Total 1014405 · Internet Access - Town					351.61
<b>1014416 · Equipment Rental - Town</b>					
Check	10/31/2017	123401	Canteen Refreshment Services	Inv# 052560000062143 Water Machine Rental	29.95
Total 1014416 · Equipment Rental - Town					29.95
Total 101THE · Town Hall Expense					8,714.20
<b>101TOE · Town Office Expense</b>					
<b>1014401 · Postage</b>					
Check	10/31/2017	123417	Pitney Bowes Purchase Power	Postage Refill	1,172.68
Total 1014401 · Postage					1,172.68
<b>1014404 · Office Supplies</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Dry erase markers, permanent markers, and card stock paper	34.06
Check	10/31/2017	123392	A1 Trophies & Awards	Inv# 11557 Name Badge - Benoit	7.99
Check	10/31/2017	123400	Canteen Refreshment Services	Inv# 052560000060153 Coffee Packs/Cups	146.08
Check	11/14/2017	123615	Staples	Inv# 3355615596 Ship Labels/Ink	132.97
Check	11/14/2017	123615	Staples	Inv# 3356862093 Post-It Easel Pads	174.99
Check	11/14/2017	123615	Staples	Inv# 3356204219 Binders/Markers/Sorter/Labels	68.13
Total 1014404 · Office Supplies					564.22
<b>1014412 · Travel Expenses</b>					
Check	11/14/2017	123590	Fischer, Joan L	Mileage Reimbursement	20.81
Check	11/14/2017	123598	Imperato, Alexandra M	Mileage Reimbursement	30.77
Check	11/17/2017	123685	Callahan, Suzanna M	Mileage Reimbursement	73.72
Check	11/17/2017	123707	McGuire, Brian P	TOI Conference Mileage Reimbursement	226.37
Check	11/17/2017	123708	Barr, James C	TOI Conference Mileage Reimbursement	222.76
Total 1014412 · Travel Expenses					574.43
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	11/14/2017	123599	Kane County Clerk	Notary Public Commission- Callahan	11.00
Total 1014414 · Memberships, Subs & Publication					11.00

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October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
<b>1014424 · Education &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	IL Township Management Academy Registration - Powers	316.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Officials of Illinois Annual Conference Registration - Benoit	165.00
Check	11/14/2017	123607	Metropolitan Township Association	Inv# TF9302014 Employee Assistance Seminar (2)	50.00
Total 1014424 · Education & Training					531.00
<b>1014429 · Miscellaneous</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Strategic Plan Focus Group Refreshments	47.80
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Board Meeting Refreshments	24.95
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Strategic Plan Focus Group Lunch (15)	216.86
Check	11/17/2017	123690	Bartlett Sports	Inv# 4689 Trustee Township Apparel	30.00
Check	11/17/2017	123693	Just Drone It	Inv# 001 Drone Recording Township Campus (3)	179.50
Total 1014429 · Miscellaneous					499.11
<b>1014530 · Financial Administration</b>					
Check	11/14/2017	123594	Governmental Accounting, Inc	Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
<b>1014531 · Community Affairs</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Breakfast with the board (40)	444.50
Total 1014531 · Community Affairs					444.50
<b>1014534 · Passport Services</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Passport Photo Paper	267.50
Total 1014534 · Passport Services					267.50
<b>1014535 · Legal Notices</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Prevailing Wage Update Notice Mailing	26.50
Total 1014535 · Legal Notices					26.50
<b>1014591 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	4,206.91
Total 1014591 · Health Insurance					4,206.91
<b>1014592 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.87
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	31.57
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.87
Total 1014592 · Dental, Vision & Life Insurance					545.31
<b>1014593 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	293.78

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Total 1014593 · Unemployment					293.78
Total 101TOE · Town Office Expense					14,165.54
<b>104ASR · Assessor's Division</b>					
<b>1044405 · Office Supplies</b>					
Check	10/17/2017	123269	Staples	Inv# 3354932742 Toner	761.37
Check	10/24/2017	123281	Fed Ex	Inv# 5-957-94471 Shipping Charges - Cook Cty Assessor	39.89
Check	11/17/2017	123701	Staples	Inv# 3358746779 Toner/Deskpad (2)/Planners (3)	352.02
Total 1044405 · Office Supplies					1,153.28
<b>1044413 · Travel Expense</b>					
Check	10/31/2017	123421	Smogolski, Thomas S	Mileage & Tolls Reimbursement CCTAA Meeting	30.32
Check	11/17/2017	123626	Smogolski, Thomas S	TOI Conference Mileage Reimbursement	227.79
Total 1044413 · Travel Expense					258.11
<b>1044415 · Dues, Subs &amp; Publications</b>					
Check	11/17/2017	123626	Smogolski, Thomas S	Appraisal Institute Dues	1,125.00
Total 1044415 · Dues, Subs & Publications					1,125.00
<b>1044419 · Training</b>					
Check	10/31/2017	123421	Smogolski, Thomas S	Career Webschool CE Class	99.00
Total 1044419 · Training					99.00
<b>1044426 · Miscellaneous</b>					
Check	11/14/2017	123588	Cook County Township Assessors' Assoc	Annual Holiday Luncheon (2)	70.00
Total 1044426 · Miscellaneous					70.00
<b>1044491 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	2,583.89
Total 1044491 · Health Insurance					2,583.89
<b>1044492 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	359.08
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	18.33
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	359.08
Total 1044492 · Dental, Vision & Life Insurance					736.49
<b>1044493 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	108.31
Total 1044493 · Unemployment					108.31
Total 104ASR · Assessor's Division					6,134.08

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
<b>109YFS · Youth &amp; Family Services</b>					
<b>109ADM · Administration &amp; Clinical</b>					
<b>1094608 · Salaries</b>					
Check	11/07/2017	123455	Job Giraffe	Inv# H 00225582 Part Time Temp Help	756.11
Check	11/07/2017	123455	Job Giraffe	Inv# H 00225652 Part Time Temp Help	750.75
Check	11/07/2017	123455	Job Giraffe	Inv# H 00225481 Part Time Temp Help	246.68
Check	11/17/2017	123694	Job Giraffe	Inv# H 00225725 Part Time Temp Help	595.24
Total 1094608 · Salaries					2,348.78
<b>1094611 · Education &amp; Training</b>					
Check	10/25/2017	123390	IABH	Mid Year Conference Registration (Parquette)	60.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Management Academy Registration - Concepcion	-178.00
Total 1094611 · Education & Training					-118.00
<b>1094612 · Consulting Fees</b>					
Check	11/14/2017	123601	Michael Kelly	Consulting Fees	300.00
Check	11/17/2017	123696	Michael Kelly	Consulting Fees	300.00
Total 1094612 · Consulting Fees					600.00
<b>1094614 · Printing</b>					
Check	11/07/2017	123454	Braden Interact Business Products (Town)	Inv# 445381 Copy Charges	96.18
Total 1094614 · Printing					96.18
<b>1094619 · Office Supplies</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Invitation Cardstock	45.84
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Invitation Cardstock	-89.00
Check	11/07/2017	123473	Sam's Club (YFS 0748 1)	Air Fresheners	14.42
Total 1094619 · Office Supplies					-28.74
<b>1094620 · Community Affairs</b>					
Check	11/07/2017	123473	Sam's Club (YFS 0748 1)	Retirement Reception Supplies	136.97
Total 1094620 · Community Affairs					136.97
<b>1094629 · Dues &amp; Subscriptions</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Sports Illustrated Subscription Renewal	39.00
Total 1094629 · Dues & Subscriptions					39.00
<b>1094691 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	5,185.10
Total 1094691 · Health Insurance					5,185.10
<b>1094692 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.86
Check	11/14/2017	123609	NCPERS	Billing# 57851117 Monthly Premium Oct 2017	32.00

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	47.18
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 1094692 · Dental, Vision & Life Insurance					378.85
<b>1094693 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	389.45
Total 1094693 · Unemployment					389.45
Total 109ADM · Administration & Clinical					9,027.59
<b>109OUT · Outreach &amp; Prevention</b>					
<b>1094627 · Open Gym Program.</b>					
Check	11/07/2017	123473	Sam's Club (YFS 0748 1)	Open Gym Tables (2)	79.76
Total 1094627 · Open Gym Program.					79.76
<b>1094643 · Education &amp; Training</b>					
Check	10/25/2017	123390	IABH	Mid Year Conference Registration (2)	120.00
Total 1094643 · Education & Training					120.00
<b>1094644 · Travel</b>					
Check	11/07/2017	123439	Baig, Sumara	Mileage Reimbursement	79.18
Check	11/17/2017	123686	Cohen, Michael J	Mileage Reimbursement Sept/Oct	117.17
Total 1094644 · Travel					196.35
<b>1094648 · Community Affairs</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Days Candy Supplies	17.36
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Sand bag for Township Days	2.81
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Day Supplies (returned)	-14.88
Total 1094648 · Community Affairs					5.29
<b>1094651 · Cellphones</b>					
Check	10/31/2017	123429	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges	211.00
Total 1094651 · Cellphones					211.00
<b>1094652 · Substance Abuse Prevention Prog</b>					
Check	10/25/2017	123390	IABH	Mid Year Conference Registration (7 Student Registrations)	420.00
Total 1094652 · Substance Abuse Prevention Prog					420.00
<b>1094791 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	4,721.64
Total 1094791 · Health Insurance					4,721.64
<b>1094792 · Dental, Vision &amp; Life Insurance</b>					

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Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	461.31
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	34.80
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	498.72
Total 1094792 · Dental, Vision & Life Insurance					994.83
<b>1094793 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	389.44
Total 1094793 · Unemployment					389.44
Total 109OUT · Outreach & Prevention					7,138.31
Total 109YFS · Youth & Family Services					16,165.90
Total 1014 · Town Fund - Expenditures					152,542.64
<b>1104 · Senior Center - Expenditures</b>					
<b>1104ADM · Administration</b>					
<b>1104525 · Telephone &amp; High Speed Internet</b>					
Check	10/31/2017	123429	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges	116.64
Total 1104525 · Telephone & High Speed Internet					116.64
<b>1104527 · Equipment</b>					
Check	10/24/2017	123275	Aqua Chill of Chicago	Inv# 2243553 Water Machine Lease - September	48.00
Check	10/24/2017	123286	Leaf (618-007)	Inv# 7798677 Color Copier Lease - October	343.95
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Office Clock	19.99
Check	11/07/2017	123436	Aqua Chill of Chicago	Inv# 2245979 Water Machine Lease - October	48.00
Check	11/07/2017	123456	Leaf (478-001)	Inv# 7859923 LL Copier Lease	115.50
Check	11/07/2017	123457	Leaf (618-003)	Inv# 7852224 Postage Machine Lease	87.00
Check	11/07/2017	123474	Sam's Club (Town 0487 6)	Inv# 000707 10x10 Canopy (4)	814.22
Check	11/17/2017	123642	Accurate Office Supply Co	Inv# 422647 Printer	128.53
Check	11/17/2017	123647	Leaf (618-007)	Inv# 7874166 Color Copier Lease	343.95
Total 1104527 · Equipment					1,949.14
<b>1104528 · Office Supplies</b>					
Check	10/24/2017	123271	Accurate Office Supply Co	Inv# 419381 Copy Paper/Binder Clips/Tape/Pens/Frame	125.45
Check	11/07/2017	123432	A1 Trophies & Awards	Inv# 11615 Name Badges (3)	23.97
Check	11/07/2017	123433	Accurate Office Supply Co	Inv# 421371 Copy Paper/Appointment Book/Book Log/Planners	327.99
Check	11/14/2017	123571	Accurate Office Supply Co	Inv# 421893 Monthly Calendar	14.99
Check	11/17/2017	123642	Accurate Office Supply Co	Inv# 422647 Calendar/Planner/LanyardsToner	198.84
Total 1104528 · Office Supplies					691.24
<b>1104529 · Postage</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Accrediation Reviewer Notebook Mailing (2)	47.47
Total 1104529 · Postage					47.47

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Type	Date	Num	Name	Memo	Amount
<b>1104533 · Printing</b>					
Check	11/14/2017	123576	Braden Interact Business Products (SS)	Inv# 4444837 Copy Charges	56.18
Total 1104533 · Printing					56.18
<b>1104534 · Dues, Subs &amp; Publications</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Meals on Wheels American Annual Membership Dues	175.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Highbeam Research Supscription Fee	29.95
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Amazon Prime Monthly Membership	10.99
Total 1104534 · Dues, Subs & Publications					215.94
<b>1104535 · Travel</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	GIA Training Parking Fee - To be Reimbursed by GIA	36.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	IL Department on Aging meeting Metra Transportation	15.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	International Active Aging Conference Lunch	13.45
Check	10/27/2017	CC Oct 17	JP Morgan Chase	International Active Aging Conference Checked Bag Fee	25.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	International Active Aging Conference Lunch	23.28
Check	10/27/2017	CC Oct 17	JP Morgan Chase	International Active Aging Conference Transportation	23.00
Check	11/07/2017	123459	Tina Lindsay	Volunteer Mileage Reimbursement (LIHEAP/SHIP/Clearbrook)	165.32
Total 1104535 · Travel					301.05
<b>1104536 · Education &amp; Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Management Academy Registration - Colagrossi	316.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Elderwerks Training registration - Conway	15.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Officials of ILConference Registration -Zbrzezny	190.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	IL Township Management Academy - Zbrzezny	178.00
Total 1104536 · Education & Training					699.00
<b>1104538 · Community Affairs</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	TRIP Meeting Dinner (12)	217.85
Total 1104538 · Community Affairs					217.85
<b>1104539 · Miscellaneous</b>					
Check	11/17/2017	123659	Sam's Club (Town 0487 6)	Account Charges	26.82
Total 1104539 · Miscellaneous					26.82
<b>1104591 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	10,014.27
Total 1104591 · Health Insurance					10,014.27
<b>1104592 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	522.85
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	61.11
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	522.85

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 1104592 · Dental, Vision & Life Insurance					1,106.81
<b>1104593 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	479.84
Total 1104593 · Unemployment					479.84
Total 1104ADM · Administration					15,922.25
<b>1104NUT · Nutrition</b>					
<b>1105550 · Congregate Salaries</b>					
Check	10/24/2017	123274	All Team Staffing	Inv# 10-22000193 Part Time Temp Help	1,647.53
Check	10/31/2017	123394	All Team Staffing	Inv# 10-22000233 Part Time Temp Help	1,522.72
Check	11/07/2017	123435	All Team Staffing	Inv# 10-22000273 Part Time Temp Help	1,218.18
Check	11/17/2017	123634	All Team Staffing	Inv# 10-22000349 Part Time Temp Help	1,083.38
Check	11/17/2017	123634	All Team Staffing	Inv# 10-22000308 Part Time Temp Help	1,263.13
Total 1105550 · Congregate Salaries					6,734.94
<b>1105551 · Congregate Food</b>					
Check	10/17/2017	123267	Get Fresh Produce, Inc	Inv# 02671853 Congregate Food	20.48
Check	10/24/2017	123279	Canteen Refreshment Services	Inv# 052560060439 Coffee, Filters	100.48
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674345 Congregate Food	60.48
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674350 Congregate Food	193.78
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02677020 Congregate Food	5.60
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02678607 Congregate Food	21.55
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02679799 Congregate Food	29.08
Check	10/24/2017	123283	Gordon Food Service	Inv# 181136417 Congregate Food	443.29
Check	10/24/2017	123284	Highland Baking Company	Inv# 0001508010 Congregate Food	16.89
Check	10/24/2017	123284	Highland Baking Company	Stmt 10/20/17 Congregate Food	73.45
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 9/25 (53)	286.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 9/26 (48)	180.25
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food for service 9/27 (56)	259.63
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 9/28 (33)	129.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 9/29 (31)	232.35
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/2 (24)	128.62
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/3 (22)	116.75
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/4 (25)	199.75
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/5 (67)	248.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/6 (51)	197.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/9 (60)	306.25
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café food service 10/10 (50)	358.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café Baked Goods	44.65
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café Baked Goods	69.86
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café Baked Goods	57.94
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Café Baked Goods	42.95
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02681009 Congregate Food	67.15
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683359 Congregate Food	36.18
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683370 Congregate Food	36.28
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02685354 Congregate Food	115.88

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02687827 Congregate Food	238.09
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02689810 Congregate Food	3.90
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02690634 Congregate Food	8.48
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02690963 Congregate Food	52.30
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02691538 Congregate Food	6.83
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02692046 Congregate Food	13.65
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02695063 Congregate Food	42.23
Check	11/07/2017	123451	Gordon Food Service	Inv# 181526243 Congregate Food	191.99
Check	11/07/2017	123451	Gordon Food Service	Inv# 181617519 Congregate Food	563.71
Check	11/14/2017	123592	Get Fresh Produce, Inc	Inv# 02696056 Congregate Food	15.35
Check	11/14/2017	123592	Get Fresh Produce, Inc	Inv# 02696668 Congregate Food	3.23
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2704491 Congregate Food	3.00
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2704338 Congregate Food	146.45
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2703893 Congregate Food	26.18
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2698633 Congregate Food	36.07
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2697585 Congregate Food	54.04
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2700105 Congregate Food	67.08
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2703408 Congregate Food	57.40
Check	11/17/2017	123643	Gordon Food Service	Inv# 181296114 Congregate Food	904.65
Check	11/17/2017	123643	Gordon Food Service	Inv# 181617519 Congregate Food	563.71
Check	11/17/2017	123643	Gordon Food Service	Inv# 934060870 Congregate Food	82.52
Check	11/17/2017	123643	Gordon Food Service	Inv# 181782479 Congregate Food	637.42
Check	11/17/2017	123643	Gordon Food Service	Inv# 181943277 Congregate Food	491.48
Check	11/17/2017	123643	Gordon Food Service	Credit 10543610	-13.73
Check	11/17/2017	123656	Marilyn Perri	Bakery Goods	30.69
Total 1105551 · Congregate Food					8,306.79
<b>1105552 · Congregate Equipment</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Restaurant Grade Kitchen Shelving (3)	1,361.40
Total 1105552 · Congregate Equipment					1,361.40
<b>1105553 · Congregate Supplies</b>					
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674345 Congregate Supplies	23.50
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02679799 Congregate Supplies	23.50
Check	10/24/2017	123283	Gordon Food Service	Inv# 181136417 Congregate Supplies	39.07
Check	10/24/2017	123288	Mickey's Linen	Inv# 7034879 Congregate Supplies	22.83
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Sanitary Wipes and Paper Towels	11.41
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02681009 Congregate Supplies	18.40
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683359 Congregate Supplies	43.68
Check	10/31/2017	123416	Mickey's Linen	Inv# 7035895 Congregate Supplies	22.83
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02687827 Congregate Supplies	20.95
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02689810 Congregate Supplies	20.18
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02695063 Congregate Supplies	11.75
Check	11/07/2017	123451	Gordon Food Service	Inv# 181526243 Congregate Supplies	62.19
Check	11/07/2017	123451	Gordon Food Service	Inv# 181617519 Congregate Supplies	109.55
Check	11/07/2017	123462	Mickey's Linen	Inv# 7038161 Congregate Supplies	20.55
Check	11/07/2017	123462	Mickey's Linen	Inv# 7037016 Congregate Supplies	20.74

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Type	Date	Num	Name	Memo	Amount
Check	11/17/2017	123643	Gordon Food Service	Inv# 181296114 Congregate Supplies	14.84
Check	11/17/2017	123643	Gordon Food Service	Inv# 181617519 Congregate Supplies	109.55
Check	11/17/2017	123643	Gordon Food Service	Inv# 181782479 Congregate Supplies	127.46
Check	11/17/2017	123643	Gordon Food Service	Inv# 181943277 Congregate Supplies	194.64
Check	11/17/2017	123643	Gordon Food Service	Credit 10514537	-44.53
Check	11/17/2017	123648	Mickey's Linen	Account Charges	0.71
Total 1105553 · Congregate Supplies					873.80
<b>1105555 · Recruitment</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Nutrition Manager Position Posting	40.00
Total 1105555 · Recruitment					40.00
<b>1105558 · Home Delivered Meals Food</b>					
Check	10/17/2017	123267	Get Fresh Produce, Inc	Inv# 02671853 HDM Food	20.47
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674345 HDM Food	60.47
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674350 HDM Food	193.77
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02677020 HDM Food	5.60
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02678607 HDM Food	21.55
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02679799 HDM Food	29.07
Check	10/24/2017	123283	Gordon Food Service	Inv# 181136417 HDM Food	633.61
Check	10/24/2017	123284	Highland Baking Company	Inv# 0001508010 HDM Food	16.89
Check	10/24/2017	123284	Highland Baking Company	Stmnt 10/20/17 HDM Food	73.44
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 9/25 (54)	286.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 9/26 (48)	180.25
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food for service 9/27 (56)	259.63
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 9/28 (34)	129.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 9/29 (31)	232.35
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/2 (25)	128.62
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/3 (22)	116.75
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/4 (25)	199.75
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/5 (68)	248.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/6 (52)	197.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/9 (60)	306.25
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM food service 10/10 (50)	358.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Baked Goods	44.65
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Baked Goods	69.86
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Baked Goods	57.94
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Baked Goods	42.94
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02681009 HDM Food	67.15
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683359 HDM Food	36.17
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683370 HDM Food	36.28
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02685354 HDM Food	115.88
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02687827 HDM Food	238.09
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02689452 HDM Food	101.55
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02689810 HDM Food	47.20
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02690634 HDM Food	8.47
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02690963 HDM Food	52.30

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02691538 HDM Food	6.82
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02692046 HDM Food	13.65
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02695063 HDM Food	42.22
Check	11/07/2017	123451	Gordon Food Service	Inv# 181526243 HDM Food	191.99
Check	11/07/2017	123451	Gordon Food Service	Inv# 181617519 HDM Food	732.97
Check	11/07/2017	123462	Mickey's Linen	Inv# 7037016 HDM Food	20.73
Check	11/14/2017	123592	Get Fresh Produce, Inc	Inv# 02696056 HDM Food	15.35
Check	11/14/2017	123592	Get Fresh Produce, Inc	Inv# 02696668 HDM Food	3.22
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2704491 HDM Food	3.00
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2704338 HDM Food	146.45
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2703893 HDM Food	26.17
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2698633 HDM Food	36.06
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2697585 HDM Food	54.04
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2700105 HDM Food	67.07
Check	11/17/2017	123641	Get Fresh Produce, Inc	Inv# 2703408 HDM Food	57.40
Check	11/17/2017	123643	Gordon Food Service	Inv# 181269114 HDM Food	1,088.48
Check	11/17/2017	123643	Gordon Food Service	Inv# 181617519 HDM Food	732.97
Check	11/17/2017	123643	Gordon Food Service	Inv# 934060870 HDM Food	82.52
Check	11/17/2017	123643	Gordon Food Service	Inv# 181782479 HDM Food	715.72
Check	11/17/2017	123643	Gordon Food Service	Inv# 181943277 HDM Food	753.78
Check	11/17/2017	123643	Gordon Food Service	Credit 10543610	-13.74
Total 1105558 · Home Delivered Meals Food					9,394.32
<b>1105559 · Home Delivered Meals Equipment</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Heated food delivery bags (5)	1,462.05
Check	10/27/2017	CC Oct 17	JP Morgan Chase	HDM Driver Car outlet adapters for HDM Drivers (4)	79.96
Total 1105559 · Home Delivered Meals Equipment					1,542.01
<b>1105560 · Home Delivered Meals Supplies</b>					
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02674345 HDM Supplies	23.50
Check	10/24/2017	123282	Get Fresh Produce, Inc	Inv# 02679799 HDM Supplies	23.50
Check	10/24/2017	123283	Gordon Food Service	Inv# 181136417 HDM Supplies	39.06
Check	10/24/2017	123288	Mickey's Linen	Inv# 7034879 HDM Supplies	22.82
Check	10/31/2017	123411	Get Fresh Produce, Inc	Inv# 02683359 HDM Supplies	43.67
Check	10/31/2017	123416	Mickey's Linen	Inv# 7035895 HDM Supplies	22.82
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02687827 HDM Supplies	20.95
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02689810 HDM Supplies	20.17
Check	11/07/2017	123450	Get Fresh Produce, Inc	Inv# 02695063 HDM Supplies	11.75
Check	11/07/2017	123451	Gordon Food Service	Inv# 181526243 HDM Supplies	62.19
Check	11/07/2017	123451	Gordon Food Service	Inv# 181617519 HDM Supplies	109.54
Check	11/07/2017	123462	Mickey's Linen	Inv# 7038161 HDM Supplies	20.55
Check	11/17/2017	123643	Gordon Food Service	Inv# 181269114 HDM Supplies	14.84
Check	11/17/2017	123643	Gordon Food Service	Inv# 181617519 HDM Supplies	109.54
Check	11/17/2017	123643	Gordon Food Service	Inv# 181782479 HDM Supplies	51.19
Check	11/17/2017	123643	Gordon Food Service	Inv# 181943277 HDM Supplies	46.68
Check	11/17/2017	123643	Gordon Food Service	Credit 10514537	-44.53

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Total 1105560 · Home Delivered Meals Supplies					598.24
<b>1105792 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	0.00
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 1105792 · Dental, Vision & Life Insurance					85.62
<b>1105793 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	146.89
Total 1105793 · Unemployment					146.89
Total 1104NUT · Nutrition					29,084.01
<b>1104SOC · Programs &amp; Services</b>					
<b>1104510 · Satellite Programming</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Pizza for Pizza & Movie @ IWCR	85.83
Check	11/14/2017	123625	Luanne Widzisz	Yoga Retreat Craft Instruction	20.00
Total 1104510 · Satellite Programming					105.83
<b>1104515 · Programming</b>					
Check	10/24/2017	123277	Biesiadecki, Kathy	Driver Lunch Reimbursement	5.04
Check	10/24/2017	123283	Gordon Food Service	Inv# 181136417 Programming Supplies	22.70
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Programming/Outtrip Refreshments	170.88
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Gift Shop Curtains - to be reimbursed by Senior Committee	148.69
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Gift Shop Curtains - to be reimbursed by Senior Committee	137.03
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Domain Website Renewal - to be reimbursed by ITASCSC	107.76
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Program Refreshments and Volunteer Greeting Card	12.68
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Curtain tie backs for Senior Gift shop	49.86
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Outtrip refreshments	40.29
Check	10/27/2017	CC Oct 17	JP Morgan Chase	TOI Conference ITASCSC Awards (7) - to be reimbursed	511.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Pizza and Movie Rental, Bingo Wristbands	32.49
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Trip Supplies	1.97
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Outtrip Refreshments	13.20
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Card shuffler Batteries	12.97
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Halloween Party Decoration	156.31
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trolley Tour (26)	679.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trolley Tour -- refund	-274.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Lunch & Learn - Heaven and Afterlife (30)	317.50
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Card Shuffler	16.99
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Movie Return -- refund	-13.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Oktoberfest Event Payment (26)	1,048.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Netflix DVD Rental Monthly Fee	15.99
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Programming planning meeting (3)	46.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Bocce and Bowling out trip (16)	506.65
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Staff Lunch	12.93
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Museum admission (26)	243.00

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Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Dinner (27)	999.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Dinner (26)	403.23
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Rubio's Café Lunch Bunch (26)	526.97
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Jo Davis County Museum Tickets (26)	180.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Vineyard Tasting room trip (26)	517.63
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Pizza for Pizza & Movie	227.38
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Guest Room add on (1)	133.20
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Final Guest payment (25)	2,467.05
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Depature Baggage Handling Fee	156.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	The Chocolate Sanctuary Outtrip Lunch (21)	403.20
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Day Refreshment Ice	14.84
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Galena Trip Ice Coolers (2)	7.41
Check	11/07/2017	123433	Accurate Office Supply Co	Inv# 421539 Coffee Stir Sticks	11.36
Check	11/07/2017	123433	Accurate Office Supply Co	Inv# 421371 Coffee/Coffee Stir Sticks	109.20
Check	11/07/2017	123441	Bridges of Poplar Creek	Contract# 10454 Halloween Party	2,562.30
Check	11/07/2017	123453	iFly Indoor Skydiving	Inv# 1000001 Balance Due for Trip 12/6/17	732.00
Check	11/07/2017	123458	Naomi Lenoci	Senior Outing Lunch Reimbursement	10.78
Check	11/14/2017	123589	Dance Alternatives, Inc.	Inv# HP102017 Line Dance Classes October 2017	200.00
Check	11/14/2017	123606	Emilie L Lucchesi	"Ugly Prey" Presentation 12/7/17	200.00
Check	11/14/2017	123618	Mary Vandenboom	Yoga Class Instruction 11/7/17	35.00
Check	11/17/2017	123643	Gordon Food Service	Inv# 181296114 Program Supplies	90.80
Check	11/17/2017	123659	Sam's Club (Town 0487 6)	Coffee/Creamer/Towels/Lids/Cups	563.50
Check	11/17/2017	123659	Sam's Club (Town 0487 6)	Plates/Refreshments/Foam Cups	124.02
Check	11/17/2017	123682	Mike Didomenico	New Years Lunch Entertainment - Magician	100.00
Check	11/17/2017	123683	Steve Ballog	Holiday Party Entertainment - Deposit	640.00
Check	11/17/2017	123698	Let Me Arrange It! Inc.	Senior Transportation - Kenosha	820.00
Total 1104515 · Programming					16,256.80
<b>1104516 · Social Services</b>					
Check	10/17/2017	123265	Accurate Office Supply Co	Inv# 419033 Mouse/Keyboard - to be reimbursed from SHIP Grant	39.89
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Social Services programming lunch (7)	87.79
Check	10/31/2017	123393	Accurate Office Supply Co	Inv# 420866 Mouse/Keyboard	79.78
Check	11/07/2017	123459	Tina Lindsay	Background Check	35.00
Total 1104516 · Social Services					242.46
<b>1104519 · Senior Assistance</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Medical Assistance for client	200.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Client Utility Assistance	200.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Client Utility Assistance	166.95
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Assistance for client (portable dumpster)	176.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Client Utility Assistance - to be reimbursed by Foundation	321.85
Total 1104519 · Senior Assistance					1,064.80
<b>1104520 · Volunteer Services</b>					
Check	10/17/2017	123266	Joseph Buras	Home Delivered Meals Mileage Reimbursement	71.16
Check	10/31/2017	123431	Stanley Winke	Home Delivered Meals Mileage Reimbursement	107.54
Check	11/07/2017	123460	Steve Maly	Home Delivered Meals Mileage Reimbursement	19.80

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Type	Date	Num	Name	Memo	Amount
Check	11/07/2017	123472	Phil Roth	Home Delivered Meals Mileage Reimbursement	48.15
Check	11/07/2017	123475	Reni Stepien	Home Delivered Meals Mileage Reimbursement	108.93
Check	11/07/2017	123478	Charles Valerio	Home Delivered Meals Mileage Reimbursement	37.45
Check	11/14/2017	123577	Joseph Buras	Home Delivered Meals Mileage Reimbursement	65.81
Check	11/14/2017	123581	Charles Coleman	Home Delivered Meals Mileage Reimbursement	50.04
Check	11/14/2017	123591	Carla Fruhauf	Home Delivered Meals Mileage Reimbursement	25.15
Check	11/17/2017	123628	Alan Lenoci	Home Delivered Meals Mileage Reimbursement	91.43
Check	11/17/2017	123629	Jeannine Havlik	Home Delivered Meals Mileage Reimbursement	77.58
Check	11/17/2017	123630	William Abraham	Home Delivered Meals Mileage Reimbursement	62.86
Check	11/17/2017	123631	Joanne Watson	Home Delivered Meals Mileage Reimbursement	80.79
Check	11/17/2017	123632	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement	51.36
Total 1104520 · Volunteer Services					898.05
<b>1104526 · Club 59</b>					
Check	11/17/2017	123681	Liturgical Publications, Inc.	Club 59 Postage	3,134.78
Total 1104526 · Club 59					3,134.78
<b>1104532 · Visual Arts</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Graphic Arts Class Photostock Images	170.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Tool Kit, Paint Preparation, Duct Tape, Screws, Dowel Rods	247.54
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Art Supplies	55.96
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Art Supplies	9.49
Check	10/31/2017	123396	Blick Art Materials	Inv# 8390054 Art Supplies	16.68
Check	11/14/2017	123608	Midwest Ceramic Art Supply	Ceramic Supplies	287.05
Check	11/14/2017	123623	Jenny Vogt	Inv# 11817 Watercolor Class Instruction	260.00
Check	11/14/2017	123625	Luanne Widzisz	Craft Materials	68.40
Check	11/17/2017	123627	Krall, Marianne	Art Class Supplies	37.83
Check	11/17/2017	123637	Blick Art Materials	Inv# 8476634 Panels/Markers	84.28
Check	11/17/2017	123637	Blick Art Materials	Inv# 8487219 Markers/Oil	117.15
Check	11/17/2017	123644	Hobby Lobby	Arts/Crafts Supplies	39.69
Check	11/17/2017	123646	JoAnne Krall	Paper Flower Class Instruction	100.00
Total 1104532 · Visual Arts					1,494.07
<b>1104560 · Psychiatric Services</b>					
Check	11/07/2017	123442	Alexian Bros. Behavioral Health Hospital	Acct# 36809A15182 Psychiatric Services	15.62
Total 1104560 · Psychiatric Services					15.62
Total 1104SOC · Programs & Services					23,212.41
<b>1104TRN · Transportation</b>					
<b>1104513 · Alternate Transportation</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Angel Wheels Alt Transportation-Invoices 109713 & 109665	165.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Angel Wheels Alt Transportation-Invoice 109854	142.00
Total 1104513 · Alternate Transportation					307.00
<b>1104518 · Vehicle Maintenance</b>					

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/24/2017	123272	Airstream Pressure Washing Inc	Inv# 9001 Bus Washing (8)	200.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Bus IPASS replenishment	40.00
Check	10/31/2017	123424	Suburban Tire Auto Care Centers	Inv# 193896 Bus# 137 Headlights/Installation	109.71
Check	11/07/2017	123440	Bartlett Tire	Inv# 088094 Bus# 137 Flat Tire Repair	32.85
Check	11/07/2017	123446	Complete Fleet Services Inc.	Inv# 14960 Bus# 130 Headlight Maintenance/Oil Change	388.16
Check	11/07/2017	123446	Complete Fleet Services Inc.	Inv# 14961 Bus# 128 Brakes/Oil Change	784.57
Check	11/14/2017	123572	Airstream Pressure Washing Inc	Inv# 9331 Washing Bus (7)	175.00
Check	11/17/2017	123639	Complete Fleet Services Inc.	Inv# 15004 Belt/Pulley/Tensioner/Tow	450.96
Check	11/17/2017	123639	Complete Fleet Services Inc.	Inv# 15003 Blower Motor	237.36
Check	11/17/2017	123649	O'Reilly Auto Parts	Inv# 3421-156153 Motor Oil	51.48
Check	11/17/2017	123691	Complete Fleet Services Inc.	Inv# 15005 Transmission Replacement/Front Tires/Mud Flaps	5,642.98
Total 1104518 · Vehicle Maintenance					8,113.07
<b>1104547 · Dispatch Software</b>					
Check	10/24/2017	123295	Unified Dispatch	Inv# 279321 Call System Support/Maintenance Q4	1,650.00
Total 1104547 · Dispatch Software					1,650.00
<b>1104549 · Recruitment</b>					
Check	11/07/2017	123477	Township Officials of Illinois	Driver Screening (8)	720.00
Check	11/17/2017	123635	Alexian Bros Corporate Health Services	Inv# 639205 DOT Physical	44.00
Check	11/17/2017	123635	Alexian Bros Corporate Health Services	Inv# 639660 DOT Physical	44.00
Total 1104549 · Recruitment					808.00
<b>1104550 · Telephone</b>					
Check	10/31/2017	123427	Verizon Wireless	Acct# 742025529-0001 Monthly Charges	421.28
Total 1104550 · Telephone					421.28
<b>1104551 · Training</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Academy Training Registration - Steininger	178.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	IPTA Conference Parking Fee	20.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	IPTA Conference Accomodations	246.34
Total 1104551 · Training					444.34
<b>1104552 · Fuel</b>					
Check	10/31/2017	123428	Village of Hanover Park (Fuel)	Inv# 2017-468 August 2017 Fuel	3,306.00
Total 1104552 · Fuel					3,306.00
<b>1104691 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	4,782.10
Total 1104691 · Health Insurance					4,782.10
<b>1104692 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	474.88
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	50.24

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	474.88
Total 1104692 · Dental, Vision & Life Insurance					1,000.00
<b>1104693 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	308.47
Total 1104693 · Unemployment					308.47
Total 1104TRN · Transportation					21,140.26
Total 1104 · Senior Center - Expenditures					89,358.93
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024202 · Office Supplies</b>					
Check	11/17/2017	123701	Staples	Inv# 3356862094 Copy Paper/Rubber Bands	122.25
Check	11/17/2017	123701	Staples	Inv# 3357854604 2018 Calendars/Planners/Folders	200.02
Total 2024202 · Office Supplies					322.27
<b>2024204 · Equipment</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	ITAGACW Banner - Reimbursed by ITAGACW	97.20
Check	10/31/2017	123399	Canteen Refreshment Services	Inv# 05256000062098 Water Machine Rental	29.95
Check	10/31/2017	123405	Comcast (WS)	Acct 8771 10 085 0097898 Monthly Cable & Internet Charges	162.07
Check	11/17/2017	123699	Leaf (618-006)	Inv# 7832163 Copier Lease	151.94
Total 2024204 · Equipment					441.16
<b>2024205 · Travel &amp; Training</b>					
Check	10/24/2017	123285	Imperato, Mary Jo	Mileage Reimbursement	159.09
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Management Academy Registration - Imperato	178.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Township Officials of Illinois Conference Fee - Imperato	55.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	ITAGACW Training lunch - to be reimbursed by ITAGACW	344.16
Check	11/17/2017	123688	Imperato, Mary Jo	TOI Conference Mileage Reimbursement	299.21
Total 2024205 · Travel & Training					1,035.46
<b>2024210 · Printing</b>					
Check	11/14/2017	123575	Braden Interact Business Products (WS)	Inv# 446792 Copy Charges	47.13
Check	11/17/2017	123697	Kwik Print	Inv# 60934 Business Cards (2)	82.60
Total 2024210 · Printing					129.73
<b>2024507 · Professional Services</b>					
Check	11/14/2017	123619	Verify Firm Systems (XHANGA)	Inv# 1178622-IN Background Check	48.00
Total 2024507 · Professional Services					48.00
<b>2024510 · Miscellaneous</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	ITAGACW Training Refreshments - To be reimbursed by ITAGACW	30.00

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Food Pantry Items (To Be Reimbursed)	792.00
Total 2024510 · Miscellaneous					822.00
<b>2024591 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	642.75
Total 2024591 · Health Insurance					642.75
<b>2024592 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	109.29
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	109.29
Total 2024592 · Dental, Vision & Life Insurance					228.76
<b>2024593 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	73.44
Total 2024593 · Unemployment					73.44
Total 2024ADM · Administration					3,743.57
<b>2024EMP · Employment Services</b>					
<b>2024221 · Professional Services</b>					
Check	11/14/2017	123613	R.P.P. Enterprises	Inv# 237 Employment Support Center -Oct 2017	1,500.00
Total 2024221 · Professional Services					1,500.00
Total 2024EMP · Employment Services					1,500.00
<b>2024HOM · Home Relief</b>					
<b>2024102 · Rent</b>					
Check	11/01/2017	4515	Bayview Loan Servicing, LLC	November Rent 2017	410.41
Check	11/01/2017	4516	Oak Ridge Townes	November 2017 Rent	239.59
Check	11/01/2017	4517	Jason Ludwig	November 2017 Rent	700.00
Check	11/01/2017	4518	Cook County Treasurer (Carol Stream)	Property Tax Assistance	177.36
Check	11/01/2017	4519	Country Mutual Insurance Company	Home Insurance Assistance	38.01
Check	11/01/2017	4522	Southwicke on Sutton Condo Assn.	November 2017 Association Dues	152.82
Check	11/01/2017	4524	Angie Hoeltzer	November 2017 Rent	450.00
Check	11/01/2017	4525	Allen Back	November 2017 Rent	450.00
Check	11/01/2017	4527	James Susman	November 2017 Rent	650.00
Check	11/01/2017	4528	Bartlett Green 5	November 2017 Rent	150.21
Check	11/01/2017	4530	Cook County Treasurer (Carol Stream)	Property Tax Assistance	200.00
Check	11/01/2017	4532	State Farm - Bartlett	Home Insurance Assistance	21.33
Check	11/01/2017	4533	Cynthia Wheelock	November 2017 Rent	500.00
Check	11/01/2017	4534	Cook County Treasurer (Carol Stream)	Property Tax Assistance	546.34
Total 2024102 · Rent					4,686.07
<b>2024103 · Utilities</b>					

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	11/01/2017	4511	Com Ed	Utility Assistance	60.00
Check	11/01/2017	4513	Advanced Disposal - Batavia T0	Utility Assistance	2.34
Check	11/01/2017	4514	Village of Streamwood	Utility Assistance	26.88
Check	11/01/2017	4520	Village of Streamwood	Utility Assistance	38.78
Check	11/01/2017	4521	Com Ed	Utility Assistance	93.03
Check	11/01/2017	4529	Com Ed	Utility Assistance	137.69
Check	11/01/2017	4531	Village of Bartlett	Utility Assistance	49.82
Check	11/01/2017	4535	Advanced Disposal - Batavia T0	Utility Assistance	35.24
Check	11/01/2017	4536	Village of Streamwood	Utility Assistance	90.00
Check	11/01/2017	4537	Com Ed	Utility Assistance	28.42
Total 2024103 · Utilities					562.20
<b>2024105 · Personal Essentials</b>					
Check	11/01/2017	4505	Walmart	Personal Essential Items (6)	700.94
Check	11/01/2017	4510	Walmart	Personal Essential Items (1)	150.00
Check	11/08/2017	4539	Walmart	Personal Essential Items (6)	700.94
Total 2024105 · Personal Essentials					1,551.88
<b>2024106 · Travel Expenses</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Vehicle Registration Assistance	101.00
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Vehicle Registration Assistance Processing Fee	2.37
Check	11/01/2017	4506	BP Gas Station	Fuel Assistance Cards (6)	275.00
Check	11/01/2017	4509	BP Gas Station	Fuel Assistance Card	50.00
Check	11/01/2017	4512	State Farm - Schaumburg	Auto Insurance Assistance	86.48
Check	11/01/2017	4519	Country Mutual Insurance Company	Auto Insurance Assistance	
Check	11/01/2017	4523	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Check	11/01/2017	4526	United Auto Insurance	Auto Insurance Assistance	44.86
Check	11/08/2017	4538	BP Gas Station	Fuel Assistance Cards (6)	275.00
Total 2024106 · Travel Expenses					884.71
<b>2024119 · Emergency Assistance</b>					
Check	11/01/2017	4507	Blackhawk Apartments	Emergency Assistance	750.00
Check	11/01/2017	4508	Squire Village	Emergency Assistance	1,250.00
Total 2024119 · Emergency Assistance					2,000.00
Total 2024HOM · Home Relief					9,684.86
Total 2024 · Welfare Services - Expenditures					14,928.43
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034702 · Insurance</b>					
Check	11/17/2017	123704	Illinois Counties Risk Management Trust	Workers Comp/General Liability	9,581.46
Total 3034702 · Insurance					9,581.46
<b>3034704 · Telephone</b>					

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Check	10/31/2017	123423	Sprint (HWY)	Acct#162978503 Monthly Charges	47.10
Total 3034704 · Telephone					47.10
<b>3034710 · Community Affairs</b>					
Check	11/17/2017	123659	Sam's Club (Town 0487 6)	Parade Supplies	95.84
Total 3034710 · Community Affairs					95.84
<b>3034711 · Utilities</b>					
Check	10/24/2017	123289	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	85.88
Check	10/31/2017	123407	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	198.41
Check	11/07/2017	123445	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges	201.39
Check	11/14/2017	123585	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	21.98
Check	11/17/2017	123653	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	85.88
Total 3034711 · Utilities					593.54
<b>3034791 · Health Insurance</b>					
Check	11/17/2017	123703	United Healthcare	Cust# 530960 Policy Coverage Sept	715.66
Total 3034791 · Health Insurance					715.66
<b>3034792 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 3034792 · Dental, Vision & Life Insurance					95.80
<b>3034793 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	58.76
Total 3034793 · Unemployment					58.76
Total 3034ADM · Administration					11,188.16
<b>3034BLD · Buildings</b>					
<b>3034613 · Building Maintenance</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Windows for Highway Department	392.37
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Windows for Highway Department	784.74
Check	11/17/2017	123661	The Home Depot	Parkway Trees (5)	199.90
Check	11/17/2017	123661	The Home Depot	Highway Garage Renovation	428.39
Total 3034613 · Building Maintenance					1,805.40
Total 3034BLD · Buildings					1,805.40
<b>3034ROD · Road Maintenance</b>					
<b>3034600 · Controlled Substance Testing</b>					
Check	11/14/2017	123617	Township Officials of Illinois	2018 Drug Testing Program Enrollment Fees (5)	450.00

# Hanover Township Board Audit Report

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Type	Date	Num	Name	Memo	Amount
Total 3034600 · Controlled Substance Testing					450.00
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	10/24/2017	123294	The Home Depot	Inv# 4090205 Gloves/Light Bulbs	67.12
Check	10/24/2017	123294	The Home Depot	Inv# 5181014 Topsoil/Sod	20.32
Check	10/24/2017	123294	The Home Depot	Inv# 4592664 Chain Oil	39.75
Check	10/31/2017	123410	Dupage Topsoil, Inc.	Inv# 045201 Topsoil	105.00
Check	10/31/2017	123413	Martin Implement Sales, Inc	Inv# A58833 Oil Pump/X-Line	86.45
Check	10/31/2017	123415	Menard's- Hanover Park	Inv# 71411 Siding	266.90
Check	10/31/2017	123426	Terrace Supply Company	Inv# 00980704 Oxygen Cylinder Rental	10.50
Check	11/17/2017	123640	DTN, LLC	Inv# 5200684 Weather Forecasting	2,784.00
Check	11/17/2017	123660	Terrace Supply Company	Inv# 00981684 Oxygen Cylinder Rental	10.85
Total 3034602 · Operating Supplies & Materials					3,390.89
<b>3034603 · Gasoline</b>					
Check	10/31/2017	123428	Village of Hanover Park (Fuel)	Inv# 2017-468 August 2017 Fuel	832.51
Total 3034603 · Gasoline					832.51
<b>3034610 · Street Lighting</b>					
Check	10/31/2017	123406	Com Ed 152	Acct# 0045120152 Monthly Charges	312.40
Check	11/07/2017	123443	Com Ed 051	Acct# 5619024051 Monthly Charges	24.14
Check	11/17/2017	123638	Com Ed 152	Acct# 0045120152 Monthly Charges	333.34
Total 3034610 · Street Lighting					669.88
<b>3034614 · Signs, Stripping &amp; Tree Removal</b>					
Check	11/17/2017	123657	Road Safe Traffic Systems	Inv# 68837 Sign - No Parking	60.00
Total 3034614 · Signs, Stripping & Tree Removal					60.00
Total 3034ROD · Road Maintenance					5,403.28
<b>303EQM · Equipment</b>					
<b>3034609 · Maintenance Vehicles &amp; Equip</b>					
Check	10/31/2017	123402	Carol Stream Lawn and Power	Inv# 400634 Rod Threaded LH 8.50	24.97
Check	10/31/2017	123412	Grainger	Inv# 9569812077 2000lb. Trailer Jack	85.91
Check	10/31/2017	123418	Preventative Maintenance Systems, Inc	Inv# 13151 Tail Gate Maintenance/Seal Cowl/Blower Motor Repair	1,269.97
Check	10/31/2017	123420	Safety Lane Inspections	Inv# 16310 Safety Inspections (2)	62.00
Check	11/17/2017	123633	American Concrete Raising, Inc.	Inv# 1101 Bridlewood Slabjack Sidewalks/Driveways	6,500.00
Check	11/17/2017	123636	Bonnell Industries, Inc	Inv# 0119982 Tailgate Brace	123.12
Check	11/17/2017	123645	Interstate Battery System	Inv# 3008236099 Wiper Motor	183.56
Check	11/17/2017	123649	O'Reilly Auto Parts	Inv# 3421-156754 Sealed Beam	10.19
Check	11/17/2017	123649	O'Reilly Auto Parts	Inv# 3421-158322 Brake Cleaner	5.38
Check	11/17/2017	123655	Preventative Maintenance Systems, Inc	Inv# 13162 Turbocharger/Assembly/Installation	3,762.34
Check	11/17/2017	123655	Preventative Maintenance Systems, Inc	Inv# 13157 Front Brakes/High Beam Repair/Patch Muffler/Tailgate Maint	2,512.46
Check	11/17/2017	123658	Safety Lane Inspections	Inv# 16362 Safety Inspections	33.48
Total 3034609 · Maintenance Vehicles & Equip					14,573.38

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Type	Date	Num	Name	Memo	Amount
Total 303EQM · Equipment					14,573.38
Total 3034 · Road & Bridge - Expenditures					32,970.22
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054014 · Equip / Database</b>					
Check	11/14/2017	123615	Staples	Inv# 3355615596 Crate on Wheels	25.99
Total 5054014 · Equip / Database					25.99
<b>5054538 · Miscellaneous</b>					
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Site Visit Lunch (3)	32.85
Total 5054538 · Miscellaneous					32.85
<b>5054592 · Dental, Vision &amp; Life Insurance</b>					
Check	10/27/2017	123391	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	11/14/2017	123624	Vision Service Plan	Vision Insurance Monthly Premium	5.09
Check	11/17/2017	123705	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 5054592 · Dental, Vision & Life Insurance					90.71
<b>5054593 · Unemployment</b>					
Check	11/14/2017	123597	Illinois Counties Risk Management Trust	Inv 000363 3rd Qtr 2017 Unemployment	36.23
Total 5054593 · Unemployment					36.23
Total 5054ADM · Administration					185.78
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	10/17/2017	123268	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges - September	84.94
Check	10/24/2017	123291	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges - October	79.32
Check	11/17/2017	123671	Groot Recycling & Waste Services Inc	Inv# 15423161 Monthly Charges	72.01
Check	11/17/2017	123673	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Monthly Charges	24.08
Check	11/17/2017	123674	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	248.96
Check	11/17/2017	123675	Nicor (MHB)	Acct# 84-67-77-1000 Monthly Charges	175.89
Total 5054210 · Utilities					685.20
<b>5054213 · Janitorial</b>					
Check	11/17/2017	123663	JaniKing	Inv# 11170288 Monthly Cleaning	414.00
Total 5054213 · Janitorial					414.00
<b>5054216 · Telephone Systems Maintenance</b>					
Check	11/17/2017	123680	ProxIT Technology Solutions	Inv# 18858 Phone Installation	187.50
Total 5054216 · Telephone Systems Maintenance					187.50
<b>5054217 · Capital Improvements</b>					

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Resource Center Pant and Supplies	105.15
Check	10/27/2017	CC Oct 17	JP Morgan Chase	Resource Center Paint and Supplies	70.57
Total 5054217 · Capital Improvements					175.72
<b>5054250 · Building Maintenance</b>					
Check	11/17/2017	123662	Fox Valley Fire & Safety	Inv# 00121258 Security Alarm Service	214.00
Check	11/17/2017	123662	Fox Valley Fire & Safety	Inv# 00121097 Panic Button Replacement	269.00
Check	11/17/2017	123677	Orkin Pest Control (MHB)	Inv# 162668688 Pest Control	55.42
Check	11/17/2017	123679	Tyco Integrated Security LLC	Inv# 29409209 Quarterly Billing	273.00
Total 5054250 · Building Maintenance					811.42
<b>5054286 · Agency Support Services</b>					
Check	11/17/2017	123672	Pure Health Solutions, Inc	Inv# 7848895 Water Machine Rental - Sept 2017	55.00
Check	11/17/2017	123672	Pure Health Solutions, Inc	Inv# 7848895 Water Machine Rental - Oct 2017	55.00
Check	11/17/2017	123678	Comcast (MHB)	Acct 8771 10 084 0485823 Monthly Internet Charges	153.66
Total 5054286 · Agency Support Services					263.66
Total 5054COM · Community Resource Center					2,537.50
<b>5054SVC · Service Contracts</b>					
<b>5054130 · Northwest Casa</b>					
Check	11/17/2017	123669	Northwest CASA	Sexual Assault Intervention - October 2017	566.50
Total 5054130 · Northwest Casa					566.50
<b>5054162 · Tide Transportation</b>					
Check	11/17/2017	123676	A#1 Cab Dispatch Inc	Tide Transportation Services	1,157.25
Total 5054162 · Tide Transportation					1,157.25
<b>5054165 · Alexian Bros - Outpatient Psych</b>					
Check	11/17/2017	123665	Alexian Brothers Center for Mental Health	Outpatient Psychiatric Services - October 2017	890.90
Total 5054165 · Alexian Bros - Outpatient Psych					890.90
<b>5054172 · Little City In-Home Respite</b>					
Check	11/17/2017	123670	Little City Foundation	In Home Respite - August 2017	1,020.00
Total 5054172 · Little City In-Home Respite					1,020.00
<b>5054179 · Challenge Grant Fund</b>					
Check	11/17/2017	123664	Renz Center	Challenge Grant - Medicated Assisted Treatment Program	15,000.00
Check	11/17/2017	123668	Easter Seals DuPage & Fox Valley Region	Nutrition Services - October 2017	867.00
Total 5054179 · Challenge Grant Fund					15,867.00
<b>5054188 · Bartlett Learning Center</b>					
Check	11/17/2017	123667	Clarewoods Academy	Counseling - October 2017	187.88

# Hanover Township Board Audit Report

October 17 through November 20, 2017

Type	Date	Num	Name	Memo	Amount
Total 5054188 · Bartlett Learning Center					187.88
<b>5054201 · Journeys Hope Center</b>					
Check	11/17/2017	123666	Journey from PADS to HOPE	Hope Counseling Center - October 2017	66.00
Check	11/17/2017	123666	Journey from PADS to HOPE	Hope Counseling Center - September 2017	264.00
Total 5054201 · Journeys Hope Center					330.00
<b>5054204 · Easter Seals Family Support</b>					
Check	11/17/2017	123668	Easter Seals DuPage & Fox Valley Region	Family Support Services - October 2017	1,587.22
Total 5054204 · Easter Seals Family Support					1,587.22
Total 5054SVC · Service Contracts					21,606.75
Total 5054 · Mental Health - Expenditures					24,330.03
<b>7004 · Vehicle Replcmnt - Expenditures</b>					
<b>7004540 · Bus Purchase</b>					
Check	11/07/2017	123469	Pace	Inv# 487576 Bus Lease	100.00
Check	11/07/2017	123469	Pace	Inv# 487586 Bus Lease	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
<b>8084 · Capital Projects - Expenditures</b>					
<b>8084414 · Astor Ave Roof Replacement</b>					
Check	10/31/2017	123409	Corporate Design & Developement Group	Inv# D17033-5 Comm Cetner & Food Pantry Permitting/Construction	2,000.00
Check	11/17/2017	123706	Enfram Carlson & Son Inc	Astor Ave Community Center Roof Replacement	111,935.50
Total 8084414 · Astor Ave Roof Replacement					113,935.50
<b>8084415 · Senior Center Improvements</b>					
Check	11/14/2017	123600	Kellenberger Electric Inc	Inv# 101117-10J Electric Oven Conversion	960.00
Total 8084415 · Senior Center Improvements					960.00
<b>8084420 · Izaak Walton Ctr Improvements</b>					
Check	11/14/2017	123614	Signs by Tomorrow	Inv# 24093 Archery Range Entrance Sign/Post	434.15
Total 8084420 · Izaak Walton Ctr Improvements					434.15
Total 8084 · Capital Projects - Expenditures					115,329.65
<b>TOTAL</b>					<b>456,685.07</b>

- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:01 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Essick, Moinuddin, and Martinez, and Supervisor McGuire.

Other Elected Officials present were Assessor Smogolski and Road Commissioner Schneider.

Others present included Administrator James Barr, Youth & Family Services Director John Parquette, Facilities & Maintenance Director Steve Spejcher, Community Health Director Kristen Smith, Mental Health Board Manager Kristen Vana, Senior Services Director Tracey Colagrossi, Emergency Services Director Bill Burke, Community & Government Relations Director Tom Kuttentberg, Welfare Services Director Mary Jo Imperato, Assistant Administrator Suzanne Powers, Administrative Specialist Suzy Callahan, Attorney Mike Airdo, Streamwood High School Civics class students, Streamwood residents Mr. Richard and Mrs. Carol Frykman, and residents of the Rolling Knolls Estates subdivision neighborhood association.

- 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. Presentation:

- A. Veterans Honor Roll: Supervisor McGuire invited the Board forward to recognize ETN3 Richard Frykman who served in the U.S. AYC Benjamin F. Childress of Streamwood, who served in the U.S. Army, the U.S. Navy from 1961 to 1971 receiving the Republic of Vietnam Campaign medal in 1960 and the Vietnam Service medal. His name will be added to the Veterans Honor Roll plaque, he will be invited to the Veterans Honor Roll dinners, and his name will be recorded in the Clerk's office.
- B. Streamwood Woman's Club Immediate Past President Vida Luzadder was invited forward to receive thanks from the Board for the Club's contributions to the Food Pantry.
- C. The Streamwood Junior Division, 2017 Little League All Star Team, was invited forward to receive certificates and accolades from the Board for their successes this year.

V. Reports

- A. Supervisor McGuire congratulated Commissioner Schneider on his coaching of a team of soon-to-be golf pros. He also noted that he and Commissioner Schneider, Clerk Dolan Baumer, and Village of Streamwood Trustee Mike Baumer, were guests of Trustee Moinuddin for a tour of the Metropolitan Water Reclamation District.
- B. Clerk Dolan Baumer offered no report.
- C. Highway Commissioner Schneider offered no report.

- D. Assessor Smogolski offered no report.
- E. Trustee Liaison Committee Reports: Trustee Benoit reported that the Annual Grant Allocation process has begun.
- F. Department Reports: Department reports were offered for review and comment. Highlights included Director Imperato noting that 165 families have registered to date for the Christmas giving program in Welfare Services.

Senior Services Director Colagrossi noted that the Café is consistently serving 55 meals per day, with effort by super volunteers. She also noted that that the Paint-A-Thon would be held on October 25.

Mental Health Board Manager Vana also reiterated that the grant process is starting, and that an audit of funded agencies has taken place. Supervisor McGuire asked Director Vana to provide the Board with a list of currently funded agencies to ensure that we are working with them to the fullest extent to serve our residents.

Administration's newest employee, Suzy Callahan, was introduced by Assistant Administrator Powers. She also reported that the Township has for the 6<sup>th</sup> consecutive year received the Distinguished Budget Award.

Community & Government Relations Director Kuttentberg announced that the Township Communication Group would hold its first meeting. In addition, a videographer would be onsite to the various facilities to make a video of Hanover Township.

Director Smith reported that the office of Community Health has booked the National Kidney Foundation mobile and that there is an upcoming blood drive.

Director Parquette reported that the Youth Violence Symposium would be held on October 19 at Veterans Hall.

Director Spejcher reported that the Facilities & Maintenance Department has been monitoring the Community Center at Astor Avenue during the roofing project and is happy to report that the facility has had no leaks in the past week when we experienced heavy rainfall.

- VI. Bill Paying: Mr. Barr presented the bills from September 18, 2017 to October 16, 2017 for review and approval by the Board, noting the following from Alexian Brothers:

a.	Town	\$508.90
b.	Mental Health Board	<u>798.16</u>
	Total All Funds	<u>\$1,307.06</u>

A motion was made by Trustee Moinuddin and seconded by Trustee Martinez to approve the bills as presented. Roll call: Ayes: Trustees Martinez, Moinuddin and Essick, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: None. Motion carried and the Alexian Brothers bills will be paid.

The second group of bills for payment from September 18, 2017 to October 16, 2017 for review and approval by the Board:

a.	Town	\$124,528.10
b.	Senior Center	65,121.23

c.	Welfare Services	18,653.94
d.	Road and Bridge	7,421.95
e.	Mental Health Board	140,389.47
f.	Retirement	0.00
g.	Vehicle	200.00
h.	Capital	<u>1,090.00</u>
	Total All Funds	<u>\$357,404.69</u>

A motion was made by Trustee Essick and seconded by Trustee Martinez to approve the bills as presented. Roll call: Ayes: Trustees Benoit, Martinez, Moinuddin and Essick, and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid.

VII. Unfinished Business: Director Barr noted that he has scheduled a Finance Committee meeting for Monday, November 6 at 5:30 p.m.

VIII. New Business

- A. Meeting Minutes of September 19, 2017: Clerk Dolan Baumer presented the meeting minutes of September 19, 2017 for review and approval. A motion was made by Trustee Benoit to approve the meeting minutes of September 19, 2017 as presented, with a second by Trustee Essick. Roll call: Ayes: Trustees Martinez, Essick and Moinuddin, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: None. Motion carried.
- B. Workshop Meeting Minutes of October 7, 2017: Clerk Dolan Baumer presented the workshop meeting minutes of October 7, 2017 for review and approval. A motion was made by Trustee Moinuddin and seconded by Trustee Benoit to approve the minutes as presented. Ayes: Trustees Benoit, Martinez, Essick and Moinuddin. Abstain: Supervisor McGuire. Nays: None. Motion carried.
- C. Setting of the Estimate of Levy for Hanover Township for FY2018: A motion was made by Trustee Moinuddin moved that the Board determines the estimate of taxes to be levied for Hanover Township for the fiscal year beginning April 1, 2017 and ending March 31, 2018 as follows:

Corporate Fund	\$3,688,080
IMRF Fund	184,203
Social Security Fund	148,163
Mental Health fund	1,141,262
General assistance Fund	388,430
Senior Citizens Fund	1,085,200
Debt & Public Building Commission	<u>0</u>
Estimate Total Taxes to be levied for said fiscal year:	<u>\$6,635,338</u>

Attorney Airdo reread the dollar amounts to be levied for clarity. Trustee Martinez seconded the motion. Discussion ensued and Director Barr noted that some savings would be realized. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

- D. Setting of the Estimate of Levy for Hanover Township Road District for FY2018: A motion was made by Trustee Essick moved that the Board determines the estimate of taxes to be levied for Hanover Township Road District for the fiscal year beginning

April 1, 2017 and ending March 31, 2018 as follows:

Corporate & Special Purposes	\$1,670,274
Debt & Public Building Commission	<u>0</u>
Estimate Total Taxes to be levied for said fiscal year:	<u>\$1,670,274</u>

Trustee Benoit seconded the motion. Discussion ensued. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.

- F. Resolution approving a Change Order for the Astor Avenue Community Center Roof Renovation project: A motion was made by Trustee Benoit to approve the Change Order to the Astor Avenue Community Center Roof Renovation project #101717; Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Benoit, Martinez, Essick, and Moinuddin, and Supervisor McGuire. Motion carried.
- E. Consideration of the 2018 Township Holiday Schedule: A motion was made by Trustee Moinuddin to approve the 2018 Township Holiday schedule as presented; the motion was seconded by Trustee Martinez. Roll call: Ayes: Trustees Benoit, Martinez, Essick, and Moinuddin, and Supervisor McGuire. Motion carried.
- F. Resolution declaring World Polio Day in Hanover Township: A motion was made by Trustee Essick to approve declare October 24 as World Polio Day in Hanover Township; Trustee Martinez seconded the motion. Roll call: Ayes: Trustees Benoit, Martinez, Essick, and Moinuddin, and Supervisor McGuire. Motion carried.
- G. Disabled Housing Initiative Update: Administrator Barr discussed the memorandum detailing the Mental Health Housing Initiative update, ending with a request that the Board concur with staff's findings and recommendation to proceed. The Board concurred and the staff would move forward to continue communicating and coordinating with the Elgin Housing Authority and the Cook County Housing Authority to verify jurisdiction and to work with UPDevelopment to secure a project site and to apply for IHDA funding.
- H. Unincorporated Road Maintenance Transition update: Administrator Barr reviewed the steps the Township is following to consolidate the Highway Department with the Facilities and Maintenance Department effective January 1, 2018. The first item would be to direct Attorney Airdo to draft a resolution detailing that the referendum passed, and what the repercussions would be/are with regard to consolidating the two entities and moving forward to best serve our unincorporated residents. The new department would be called Facilities and Road Maintenance Department, led by Director Spejcher. Staff needs to be develop job descriptions that need to be posted and interviewed for through the open selection process the Township employs. Current Road District employees can apply for the new positions with the Township. Concurrence from the Board was reached to direct the Attorney to prepare the resolution. Further, concurrence was reach by the Board to direct staff to begin the employment process.
- I. Facilities Use Policy Development Update: Attorney Airdo reported that he is preparing a new policy and would make a presentation in November.
- IX. Executive Session: No motion to go into Executive Session was made.

- X. Other Business: Supervisor McGuire appointed Trustees Benoit, Essick, Moinuddin, and Martinez to serve as Welfare Services Deputies effective October 17, 2017.
- XII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:01 p.m. was made by Trustee Martinez and seconded by Trustee Moinuddin followed by a roll call vote. Ayes: Trustees Benoit, Martinez, Essick and Moinuddin, and Supervisor McGuire. Motion carried and the meeting was adjourned. High School students were invited forward to get their paperwork signed by the Board members.

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

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ESTABLISHING RULES AND REGULATIONS REGARDING  
USE OF HANOVER TOWNSHIP FACILITIES**

**WHEREAS**, Hanover Township (the “Township”) is authorized to acquire and improve property, provide recreational and instructional programs, and provide services related to public safety, environmental protection, health and social service and additional governmental services, operation, programs and activities (collectively, “Township Operations”) pursuant to the Township Code and/or otherwise authorized by law pursuant to 60 ILCS 1/85-10, 60 ILCS 1/85-13, and 60 ILCS 1/1-1 et seq.;

**WHEREAS**, the Township is the fee simple owner of certain property containing buildings, structures, and other facilities (collectively, the “Township Facilities”) used for the conduct of Township Operations; and

**WHEREAS**, the Supervisor and Board of Trustees of the Township (collectively, the “Township Board”) deem it necessary and appropriate for the safe, orderly, and efficient conduct of Township Operations and use of the Township Facilities to adopt the “Rules and Regulations Regarding Hanover Township Facilities,” a copy of which is attached hereto;

**NOW, THEREFORE, BE IT ORDAINED** by the Supervisor and Board of Trustees of Hanover Township, Cook County, Illinois, as follows:

**SECTION ONE:                    INCORPORATION OF RECITALS.** The recitals and attachments referenced therein are hereby incorporated into the body of this Ordinance as though fully set forth herein.

**SECTION TWO: ADOPTION.** The “Rules and Regulations Regarding Hanover Township Facilities,” a copy of which is attached hereto and incorporated herein, is hereby adopted as the rules and regulations of the Township as provided herein.

**SECTION THREE: SCOPE.** The “Rules and Regulations Regarding Hanover Township Facilities,” a copy of which is attached hereto and incorporated herein, shall apply to and shall be enforced throughout the Township Facilities.

**SECTION FOUR: SEVERABILITY.** If any section, paragraph or provision of this Ordinance 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 Ordinance.

**SECTION FIVE: REPEALER.** All Township Ordinances, Resolutions, and parts thereof in conflict with or inconsistent with any of the provisions of this Ordinance are hereby repealed to the extent they are inconsistent with this Ordinance.

**SECTION SIX: EFFECTIVE DATE.** This Ordinance shall become effective upon its passage and approval as provided by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: November 21, 2017

APPROVED: November 21, 2017

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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 Ordinance \_\_\_\_\_, enacted on November 21, 2017, and approved on November 21, 2017, as the same appears from the official records of Hanover Township.

---

Katy Dolan Baumer, Township Clerk

# **RULES AND REGULATIONS REGARDING THE HANOVER TOWNSHIP FACILITIES**

Hanover Township, Cook County, Illinois

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## **Chapter 1. General Provisions**

### **Sec. 1.1 Designation and Citation**

The rules and regulations embraced in this and the following chapters and sections shall constitute and be designated as the “Rules and Regulations Regarding Hanover Township Facilities” and also referred to herein as the “Rules and Regulations” and may be so cited.

### **Sec. 1.2 Authority**

These Rules and Regulations is adopted pursuant to 60 ILCS 1/85-10 of the Illinois Compiled Statutes.

### **Sec. 1.3 Applicability**

These Rules and Regulations apply to all Township Facilities and to all Persons entering in or on any Township Facility property. The provisions herein shall not apply to any Township official or employee in pursuit of any official duties.

### **Sec. 1.4 Definitions**

When used in these Rules and Regulations, the following terms shall have the meaning set forth in these sections.

#### **“Administrator”**

Administrator shall mean the Administrator of Hanover Township, Cook County, Illinois, also referred to herein as the “Township Administrator,” or his or her duly designated representative(s).

#### **“Applicant”**

Applicant shall mean any Person who applies for a Permit to use a Designated Public Area within a Township Facility.

#### **“Board”**

Board shall mean the Board of Trustees of Hanover Township, Cook County, Illinois, which is also referred to herein as the “Township Board.”

#### **“Business Day”**

Business Day shall mean Monday through Friday, except for Federal, State, and Township holidays, as provided in 5 U.S.C. § 6103(a), 205 ILCS 630/17, and as adopted by ordinance, respectively.

#### **“Civic Activity”**

Civic Activity shall mean any activities pertaining to rights and duties of citizens and involving the general public, their activities, needs and understanding in relation to the local government and its citizenry.

#### **“Commercial Activity”**

Commercial Activity shall mean any activity undertaken for the primary purpose of obtaining a profit for the benefit of an individual or organization organized for profit, as opposed to an activity whose purpose is the expression of ideas or advocacy of causes, whether of a religious, artistic, political, charitable, educational, or cultural nature, where the commercial aspects involved are incidental to the purpose of the activity.

**“Court”**

Court shall mean the Circuit Court of Cook County, Illinois.

**“Cultural Activity”**

Cultural Activity shall mean any activity pertaining to acquaintance with and taste in fine arts, humanities, and broad aspects of science, as distinguished from vocational and technical skills.

**“Designated Public Area”**

Designated Public Area shall mean any area of a Township Facility ordinarily open to the public, such as a lobby, courtyard, auditorium, meeting room, or other area designated as such by the Township Administrator and approved by the Township Board as a location in which cultural, educational, or civic activities may be permitted in accordance with these Rules and Regulations, and excluding office corridors, restroom facilities, elevators, stairways, and parking areas for purposes of permitted distribution of literature or solicitation of funds, since such activities in those places would substantially interfere with prompt and efficient Township Operations and pedestrian traffic, and would pose dangers to public safety.

**“Educational Activity”**

Educational Activity shall mean any activity pertaining to the action or process of providing or receiving academic, vocational or other instruction related to the improvement of human skills and knowledge.

**“Labor Organization”**

Labor Organization shall mean a labor organization recognized under the Illinois Public Labor Relations Act, 5 ILCS 315/1 *et seq.*

**“Permit”**

Permit shall mean the written authorization issued by or under the authority of the Township, by a Township official or employee empowered to grant said authorization, to a Person to do or engage in a particular act or acts in or on a Township Facility. Said authorization is subject to the terms and conditions specified in the Permit as well as all applicable federal, state, local, and Township laws, ordinances, rules, and regulations.

**“Permittee”**

Permittee shall mean any Person who has been granted a Permit to use a Designated Public Area within a Township Facility in accordance with Chapter 6 of these Rules and Regulations.

**“Person”**

Person shall mean any individual, natural person, firm, partnership, association, corporation, company, trust, organization or any other group activity as a unit or the manager, lessee, agent, servant, partner, member, director, officer or employee, or any of them including executive administrator, treasurer, receiver or other representative appointed according to law.

**“State”**

State shall mean the State of Illinois.

**“Township”**

Township shall mean Hanover Township, Cook County, Illinois.

**“Township Facility”**

Township Facility shall mean any building and its grounds, or any part thereof, located within the jurisdiction of and owned, administered, leased, or licensed by, or otherwise in the possession or under the control of the Township, and which is not located within and a part of the Township’s Reserves.

**“Township Operations”**

Township Operations shall mean the governmental functions, services, operations, programs, and activities authorized by the Illinois Township Code, 60/1-1 *et seq.*

**Sec. 1.5 Rules of Construction**

The following rules of construction shall be observed in construction of these Rules and Regulations.

- a) Words in any section importing the masculine gender shall include the feminine and neuter as well as the masculine.
- b) The word “may” is permissible and discretionary.
- c) The word “shall” is mandatory.
- d) All general provisions, terms, phrases, and expressions shall be liberally construed in order that the true intent of the Township is fully carried out.
- e) All designations and headings of chapters, articles, divisions and sections are intended only for convenience in arrangement and as mere catchwords to indicate the contents thereof.

**Sec. 1.6 Amendments and References**

Any additions or amendments to these Rules and Regulations, when passed in such form as to indicate the intention of the Board to make the same part of these Rules and Regulations, shall be deemed to be incorporated herein, so that a reference to the Rules and Regulations Regarding Public Use of Hanover Township Facilities shall be understood to include them.

**Sec. 1.7 Severability**

It is declared to be the intention of the Board that the sections, subsections, paragraphs, sentences, clauses and words of these Rules and Regulations are severable. If any sections, subsections, paragraph, sentences, clause or word is declared unconstitutional or otherwise invalid by the lawful judgment or decree of any court of competent jurisdiction, its unconstitutionality or invalidity shall not affect the validity of any of the remaining sections, subsections, paragraphs, sentences, clauses and words of these Rules and Regulations, since the sections or parts of sections would have been enacted by the Board without and irrespective of any unconstitutional or otherwise invalid section, paragraph, sentence, clause or word being incorporated herein.

## **Chapter 2. Use of Township Facilities**

### **Sec. 2.1 Permitted Use**

- a) Township Facilities may be made available by the Township Administrator to units of government, Township Departments, and Township Committees, and to any other Person who, in the discretion of the Township Administrator, has a legitimate partnership or logical nexus to the Township.
- b) Except as otherwise provided in this Section, Township Facilities shall be open to the public in connection with Township Operations during published working hours, and Township Facilities shall be closed to the public during non-working hours. This subsection shall not apply to any Township Facility or part thereof which is not regularly open to the public.
- c) Designated Public Areas may occasionally be made available to the public during or after published working hours for cultural, educational, civic, and other activities, provided that any Person desiring to use any Designated Public Area shall first obtain a Permit in accordance with Chapter 6 herein. A Permittee shall produce the Permit and exhibit it upon request of any Township employee or officer.
- d) The Township may close Township Facilities or any part thereof to the public at any time and for any interval of time, either temporarily or at regular intervals, and either entirely or merely to certain uses, as deemed advisable and in the best interest of the public and the Township.

### **Sec. 2.2 Criminal Trespass of Property**

Except as otherwise specifically provided in these Rules and Regulations, no individual shall:

- a) Enter or remain in or on any Township Facility where individuals are prohibited by the Township from entering by sign or other notice or where access is restricted by fence or other physical barrier;
- b) Enter or remain in or on any Township Facility when it is closed to the public; or
- c) Enter any Township Facility or part thereof that is reserved or scheduled for a specific group or activity, unless such individual is invited by the Person responsible for such activity and has paid any applicable admission and/or registration fees.

### **Sec. 2.3 Damage to Township Property**

Unless authorized by a written agreement with the Township or otherwise expressly permitted by the Township, no individual shall while in or on any Township Facility:

- a) Deface, disfigure, break, cut, tamper with, displace, or remove any sign, notice, or placard, whether temporary or permanent, or any utility, fixture, equipment, appliance, furniture, or other Township property or part or appurtenance thereof, either real or personal;

b) Cut, break, or in any way injure, destroy, or alter any Township Facility or part thereof, including, without limitation, any wall, fence, monument, sculpture, bridge, or other structure or property in or on and Township Facility; or

c) Fail to maintain Township Facilities in a neat and sanitary condition.

**Sec. 2.4 Food Equipment and Appliances**

The use of any food preparation equipment or appliances, including, but not limited to, any food warming equipment, shall be limited to the Township's equipment and appliances located within the Township Facility kitchens.

**Sec 2.5 Restrooms and Washrooms**

a) Every individual shall cooperate in maintaining restrooms, washrooms and locker rooms in a neat and sanitary condition.

b) No individual shall deposit objects of any kind other than toilet paper in the toilets or plumbing fixtures of a restroom or washroom facility.

c) Individuals may not use restrooms, washrooms and locker rooms designated for families.

d) No individual shall use any camera, video recorder or other device to record or transmit images in or from any restroom, washroom, or locker room of the Township.

**Chapter 3. Animals**

**Sec. 3.1 Domestic Animals and Pets**

No individual shall bring or permit to remain in or on any Township Facility a domesticated dog, cat, or any other domesticated animal, except (i) in conjunction with an activity or event conducted or sponsored by the Township, or (ii) service animals to assist the visually impaired or other individuals with disabilities when they are accompanying the individual with disabilities for purposes of providing such assistance or as otherwise required under the Americans with Disabilities Act or the Illinois Human Rights Act.

**Sec. 3.2 Penalty for Violation**

Any animal found in or on any Township Facility in violation of subsection (a) may be apprehended, removed to an animal shelter, public pound, or other place provided for that purpose, and, unless the owner claims the animal, disposed of pursuant to the applicable laws of the State of Illinois and the municipality in which the Township Facility is located. The owner or individual responsible for such animal shall be responsible for all costs and expenses incurred or encumbered in the removal and boarding of such animal, and such charge shall be in addition to, and not in lieu of, any other penalties provided for in this section and any other applicable federal, state, local or Township laws, ordinances, rules or regulations.

**Chapter 4. Personal Conduct**

**Sec. 4.1 Abandonment of Property**

It is unlawful for any individual to abandon any personal property in or on any Township Facility, including, but not limited to, appliances, garbage, furniture, or

refuse. In addition to all fines and other penalties for violation of this section, the Township may remove and destroy such property and assess the costs for such removal to the individual abandoning the property.

**Sec. 4.2 Alcoholic Liquor**

a) No Person, other than the Township or its authorized agents, shall sell or deliver any alcoholic liquor in or on any Township Facility.

b) Except where the possession or consumption of alcoholic liquor is otherwise allowed in or on a Township Facility, no individual shall possess, consume, or use any alcoholic liquor in or on any Township Facility without having first obtained a Permit in accordance with Chapter 6 herein.

c) Every individual possessing, consuming, or using alcoholic liquor pursuant to this section shall be subject to and shall comply with all applicable federal, state, local, and Township laws, ordinances, rules, and regulations regarding the possession, use, or consumption of alcoholic liquor.

The following word will have the following meanings for purposes of this section:

“alcoholic liquor” shall have the meaning set forth in the Liquor Control Act, 235 ILCS 5/1-1 *et seq.*

**Sec. 4.3 Assault, Battery, Fighting, and Reckless Conduct**

No individual shall knowingly start a fight or fight or commit any assault, battery, or reckless conduct in or on any Township Facility.

For purposes of this section:

An individual commits an assault when, without lawful authority, he or she engages in conduct which places another in reasonable apprehension of receiving a battery;

An individual commits a battery if he or she intentionally or knowingly, without legal justification and by any means (1) causes bodily harm to an individual or (2) makes physical contact of an insulting or provoking nature with an individual that is harmful or offensive to a reasonable person; and

A individual commits reckless conduct when he or she causes bodily harm to or endangers the bodily state of an individual by any means if such individual performs recklessly the acts which cause the harm or endangers safety regardless whether the acts are otherwise lawful or unlawful.

**Sec. 4.4 Bribing Employees**

No Person shall give or offer any money, gift, privilege or article of value to any Township employee, officer, or agent in order to violate the provisions of these Rules and Regulations or any other Township ordinance, contract, Permit or statute of the State of Illinois and the United States or in order to gain or receive special consideration in applying for any use or privilege or treatment in the use of any Township Facility and/or otherwise in violation of the Township’s Ethics ordinance. This section shall apply both on and off Township Facilities.

**Sec. 4.5 Controlled Substances**

Except in cases where a controlled substance is being used as prescribed for a patient by a licensed physician, no individual shall:

- a) Enter into or remain in or on any Township Facility under the influence of cannabis or any controlled substance or intoxicating compound or any combination thereof; or
- b) Bring, possess, sell, use, or deliver to another individual cannabis or any controlled substance in or on any Township Facility.

The following words will have the following meanings for purposes of this section:

“under the influence” means affected by cannabis, any controlled substance, or any intoxicating compound in any determinable manner. A determination of being “under the influence” can be established by a professional opinion, a scientifically valid test, a layperson’s opinion or the statement of a witness;

“cannabis” means any substance so defined in the Cannabis Control Act, 720 ILCS 550/1 *et seq.*;

“controlled substance” means any substance so defined in the Illinois Controlled Substances Act, 720 ILCS 570/100 *et seq.*;

“intoxicating compounds” shall include all substances listed in the Use of Intoxicating Compounds Act, 720 ILCS 690/0.01 *et seq.*

**Sec. 4.6 Disorderly Conduct**

- a) No individual shall commit any act in or on any Township Facility in such unreasonable manner as to alarm or disturb another and to provoke a breach of the peace.
- b) No individual shall engage in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which such conduct tends to cause or provoke a disturbance.
- c) No individual shall commit any other act which may be defined as disorderly conduct under the Illinois Criminal Code, 720 ILCS 5/26-1,2,3, or 4.

**Sec. 4.7 Distribution of Handbills**

No Person shall:

- a) Post or affix materials, such as pamphlets, handbills, or flyers, on bulletin boards or elsewhere in or on Township Facilities, except as authorized in Section 4.19 herein, or when conducted as part of authorized Township activities; or
- b) Distribute materials, such as pamphlets, handbills, or flyers, in or on Township Facilities, except where part of a permitted activity in a Designated Public Area in accordance with Section 2.1(c) herein or when conducted as part of authorized Township activities.

**Sec. 4.8 Dumping, Polluting, and Littering**

a) No individual shall litter, cast, throw, drop, leave, scatter, place, pile, or otherwise dump, or deposit in any manner any kind of dirt, rubbish, placard, circular, book, notice, flyer, other promotional material, paper of any kind, ashes, garbage, waste material, snow, ice, or other substance, whether liquid or solid, or any other refuse in or on Township Facilities, except as specifically permitted by the Township.

b) Any individual violating this section shall be assessed the cost of removing any such improperly deposited substance or material and such charge shall be in addition to and not in lieu of any other penalties provided for in these Rules and Regulations or applicable federal, state, local, and/or Township laws, ordinances, rules, and regulations.

**Sec. 4.9 Gambling**

No individual shall play or engage in games of chance or in any other device or game of chance, hazard or skill, either as bookmaker, dealer, player or otherwise, for the purpose of gaming or gambling for money or other valuable things in or on Township Facilities, except at a fair or other organized event conducted and permitted by the Township.

**Sec. 4.10 Hindering Employees**

No individual shall interfere with, unreasonably disrupt, delay, or in any manner hinder any employee of the Township engaged in the performance of his or her duties.

**Sec. 4.11 Impersonating an Officer**

It shall be unlawful for any individual to unlawfully represent or impersonate any police officer or official of the Township or pretend to be such officer, Township enforcement officer, or official.

**Sec. 4.12 Loitering**

No individual shall loiter or remain in or on any Township Facility either alone or in consort with other individuals in such a manner that: (1) unreasonably obstructs the usual use of entrances, hallways, corridors, stairways, or rooms designated for specific purposes; (2) impedes or disrupts the performance of official duties by Township employees; (3) prevents the general public from obtaining services provided by the Township in a timely manner; or (4) restricts vehicular, pedestrian traffic, or free ingress to and egress from Township Facilities; after being requested to leave, move, or disperse by any employee of the Township, or where the Township has posted a sign or signs that prohibit loitering.

**Sec. 4.13 Minors**

a) No parent, guardian, or custodian of a minor shall knowingly assist or allow such minor to do any acts in or on Township Facilities in violation of any law, ordinance or rule of the Township and/or any federal, State and/or local laws. A minor is defined herein as any individual who is under the age of eighteen (18) years.

b) The parent or legal guardian of an unemancipated minor who resides with such parent or legal guardian shall be liable for damages caused by the willful or malicious acts of such minor as provided in the Illinois Parental Responsibility Act, 740 ILCS

115/1, *et seq.* This section shall not affect the recovery of damages in any other course of action where the liability of the parent or legal guardian is predicated on a common law basis.

**Sec. 4.14 Mob Action**

No individual shall engage in mob action. Mob action consists of any of the following: (1) the use of force or violence disturbing the public peace by two (2) or more individuals acting together without authority of law; or (2) the assembly of two (2) or more individuals to do an unlawful act; or (3) the assembly of two (2) or more individuals, without authority of law, for the purpose of doing violence to the individual or property of any one supposed to have been guilty of a violation of the law or for the purpose of exercising correctional powers or regulative powers over any individual by violence.

**Sec. 4.15 Obstructing Travel**

No individual shall set, or cause to be set or placed, any goods, wares, merchandise, or property of any kind so as to obstruct travel in or on Township Facilities.

**Sec. 4.16 Photographs for News, Advertising, or Commercial Purposes**

a) No individual shall take photographs of any Township Facility or part thereof occupied by a Township Department for a non-commercial purposes without prior permission of an authorized official of the Township Department.

b) No individual shall take photographs of any Township Facility or part thereof occupied by a Township Department for a commercial purpose without prior written permission of:

1) An authorized official of the Township Department; and

2) All individuals shown in such photographs, the authorized representative of such individuals, and/or any Person who possesses an interest in the publicity rights of such individuals, in accordance with the Right of Publicity Act, 765 ILCS 1075/1 *et seq.*

The following word will have the following meanings for purposes of this section:

“commercial purpose” means the public use or holding out of an individual's identity (i) on or in connection with the offering for sale or sale of a product, merchandise, goods, or services; (ii) for purposes of advertising or promoting products, merchandise, goods, or services; or (iii) for the purpose of fundraising.

**Sec. 4.17 Resisting or Interfering With Officer or Township Official**

No individual shall:

1) Resist any police officer, Township enforcement officer, or Township official in the discharge of his or her official and authorized duties;

2) In any way interfere with or hinder or prevent him or her from discharging his or her duty as such officer or Township official, or offer or endeavor to do so; or

3) In any manner assist any individual in the custody of any member of the police force and/or Township enforcement officer to escape or attempt to escape from such custody or attempt to rescue any individual in custody.

**Sec. 4.18 Smoking**

No individual shall smoke in a Township Facility or within 15 feet of any entrance to a Township Facility.

The following words will have the following meanings for purposes of this section:

“Smoke” or “smoking” shall have the meaning set forth in the Smoke Free Illinois Act, 410 ILCS 82/1 *et seq.*

**Sec. 4.19 Soliciting, Vending, and Debt Collection**

No Person shall offer for sale any articles or things, conduct or solicit any business, trade, occupation, or profession, solicit alms or collect private debts in or on any Township Facility, except for:

- a) Local drives for funds for welfare, health, or other purposes as authorized by the Township;
- b) Authorized concessions, and concessions or personal notices posted by Township employees on authorized bulletin boards;
- c) Solicitation of labor organization membership or dues authorized by the Township under the Illinois Public Labor Relations Act (P.A. 83-1012); or
- d) Solicitation of funds by non-profit charitable, fraternal, religious, veterans, and political groups in Designated Public Areas in accordance with Section 2.1(c) herein.

**Sec. 4.20 Unlawful Assemblies**

It shall be unlawful to gather or assemble together for any unlawful purpose.

**Sec. 4.21 Weapons and Firearms**

- a) No individual other than a peace officer, as defined in 720 ILCS 5/2-13, shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any gun or firearm or part thereof in or on any Township Facility.
- b) No individual shall bring, attempt to bring, carry, or have in his vehicle, or use in any way, any knife having a blade longer than 3 inches, any air gun, pellet gun, or sling shot in or on any Township Facility.
- c) No individual shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any explosives, ammunition, or bottles of gasoline with a rag attached in or on any Township Facility.
- d) No individual shall bring, attempt to bring, carry or use in any way, any bow or arrow in or on any Township Facility, except as approved by the Township as part of a directly supervised Township program.

e) No individual shall use or explode any toy pistol, toy cannon, toy cane, or toy gun in which explosives are used, or use or explode any blank cartridge in or on any Township Facility.

## **Chapter 5. Vehicles**

For purposes of this Chapter, the terms used herein shall have the meanings assigned under the Illinois Vehicle Code (625 ILCS 5/1-1 *et seq.*).

### **Sec. 5.1 Vehicular and Pedestrian Traffic**

a) Drivers of all vehicles entering upon Township Facility property shall drive in a careful and safe manner at all times and shall comply with all signals and directions of authorized individuals and all posted traffic signs.

b) The blocking of entrances, driveways, walks, loading platforms or fire hydrants on Township controlled property is prohibited.

### **Sec. 5.2 Parking**

Parking is provided on Township Facilities for the convenience of the public and for Township employees to attend their work.

a) No individual shall park a vehicle on any Township Facility except in established or designated parking areas, in accordance with the posted directions and markings or with the directions of any attendant who may be present.

b) No individual shall park any vehicle or allow any vehicle to remain parked on any Township Facility outside of published working hours, except when a different closing hour has been designated by the Township for that area.

c) No individual shall park any vehicle on any Township Facility for any of the following purposes:

1) To display such vehicle for sale;

2) To perform maintenance or repair of such vehicle, except for repairs necessitated by an emergency; or

3) To sell goods or services from such vehicle.

d) Vehicles parked in violation of this section shall be subject to removal at the owners' risk and expense. Proof that a motor vehicle was parked in violation of this section may be taken as prima facie evidence that the registered owner was responsible for the violation.

## **Chapter 6. Permits**

For purposes of this Chapter, the term "exercise of First Amendment rights" shall include, without limitation, parades, marches, demonstrations, rallies, religious services, speeches, solicitation of votes, petition signatures or contributions, or picketing.

### **Sec. 6.1 Permit Application**

a) To obtain a Permit for cultural, educational, civic, and other activities in Designated Public Areas in accordance with Section 2.1(c) herein, a Person must

submit a copy, sample, or description of any material or item proposed for distribution or display, and a completed Permit Application provided by the Township Administrator, setting forth the following:

- 1) The full name, mailing address, and telephone number of (i) the Applicant; (ii) the Person sponsoring the proposed activity; and (iii) the individual(s) responsible for supervising the proposed activity;
- 2) The proposed location of the activity;
- 3) A description of the proposed activity, including the dates and times during which it is to be conducted and the number of individuals to be involved;
- 4) A designation and description of any Township services or equipment proposed to be utilized;
- 5) A plan the Applicant proposes to follow to clean and clear the site of the activity from debris, litter, pamphlets, and activity-related signage upon conclusion of the activity; and
- 6) Any additional information that the Township Administrator finds reasonably necessary to a fair determination as to whether a Permit should issue.

b) Any Applicant desiring to use a Designated Public Area for purposes of soliciting funds not prohibited by Section 4.19 herein shall, in addition to the above requirements, submit a statement signed by the Applicant that the Applicant represents, and will be soliciting funds for, a non-profit charitable, fraternal, religious, veterans, or political group, and that the:

- 1) Applicant's organization has received an official Internal Revenue Service (IRS) ruling or letter of determination stating that the organization or its parent organization qualifies for tax-exempt status under 26 U.S.C. § 501(c)(3), (c)(4), or (c)(5); or
- 2) Applicant's organization has applied to the IRS for a determination of tax-exempt status under 26 U.S.C. § 501(c)(3), (c)(4), or (c)(5), and that the IRS has not yet issued a final administrative ruling or determination of this status.

c) Any Applicant desiring to possess, consume, or use any alcoholic liquor in or on a Designated Public Area herein shall specifically request to possess, consume, or use alcoholic liquor on the Permit Application.

d) Failure to submit the information required by subsections (a) and (b) of this section shall result in denial of a Permit; however. No Permit shall be denied without the opportunity for a hearing as provided in Section 6.6 herein.

## **Sec. 6.2 Filing of Permit Application**

a) Permit Applications shall be filed during published working hours at the office of the Township Administrator or any other place as he or she may designate.

b) Unless otherwise provided in another section of these Rules and Regulations or Township ordinance, rule, or regulation, Permit Applications not involving the exercise of First Amendment rights must be received by the Township at least twenty-one (21) calendar days prior to the use for which a Permit is sought.

c) Permit Applications for the exercise of First Amendment rights must be received by the Township at least three (3) Business Days prior to the use for which a Permit is sought.

**Sec. 6.3 Permit Issuance**

a) A Permit shall be issued, disapprove, or an Alternative Permit issued without unreasonable delay (within two (2) Business Days for Permits involving the exercise of First Amendment rights) following receipt of the completed Permit Application by the Township Administrator.

b) A Permit may not be issued for a period of time in excess of seven (7) consecutive calendar days. A Permit may be extended for like periods of time pursuant to a new Permit Application, unless another Person has requested use of the same location and use of that location by more than one Permittee is not reasonably possible.

c) If more than one Permit is requested for the same Designated Public Area for the same time period, the Township Administrator will issue Permits on a first-come, first-served basis.

**Sec. 6.4 Alternative Permit Issuance**

a) If a Permit Application is disapproved on the basis of a scheduling conflict or inappropriateness of the location, duration, time, or manner of the activity, the Township Administrator will make a reasonable effort to issue an Alternative Permit authorizing the activity at a date, time, location, or manner different from that described in the Permit Application.

b) Upon initiating action to issue an Alternative Permit, the Township Administrator shall:

1) Promptly notify the Applicant in writing of the intent to issue an Alternative Permit, the terms of the alternative Permit, and the reasons for this action; and

2) Inform the Applicant of his or her right to appeal the Alternative Permit to the Township Board under Section 6.6 herein.

**Sec. 6.5 Disapproval of Permit Application or Cancellation of Permit**

a) The Township Administrator shall initiate action to disapprove any Permit Application or to cancel an issued Permit if the proposed use:

1) Violates any federal, state, local, or Township law, ordinance, rule, or regulation, or the conditions and standards of any Permit issued hereunder;

2) Is a Commercial Activity as defined in Section 1.4 herein;

3) Is “obscene” as defined in 720 ILCS 5/11-20;

4) Interferes with Township Operations or a previously approved use of a Township Facility or a Designated Public Area by another member, or members, of the public;

5) Cannot reasonably be accommodated in the particular location applied for, considering, without limitation, the likelihood of such things as damage to Township property or unreasonable interference with Township Operations, buildings, facilities, operations, programs or activities or with the use or purpose of the Township Facility applied for;

6) Poses an unreasonable risk of harm to the health, safety, and/or welfare of the Applicant, potential spectators, or other members of the public; or

7) Is being conducted with a Permit issued in response to an intentionally false or incomplete Permit Application.

b) Upon initiating action to disapprove a Permit Application or to cancel an issued Permit for any of the above reasons, the Township Administrator shall:

1) Notify promptly the Applicant or Permittee in writing of the intent to disapprove or cancel and the reasons for this action; and

2) Inform the Applicant or Permittee of his or her right to appeal the pending disapproval or cancellation to the Township Board under Section 6.6 herein.

**Sec. 6.6 Appeals From Disapproval, Cancellation, or Alternative Permit**

a) Within five (5) calendar days of notification of the Township Administrator's decision to disapprove any Permit Application or cancel an issued Permit under Section 6.5 herein, or issue an Alternative Permit under Section 6.4 herein, the Applicant or Permittee may appeal the Township Administrator's determination to the Township Board by filing written notice with the Township Clerk of his or her intent to appeal the Township Administrator's determination to the Township Board.

b) The Township Board shall hear and decide appeals of Permit Applications and Permits not involving the exercise of First Amendment rights within forty-five (45) days of the date on which the Township Clerk received notification of the Applicant's or Permittee's desire to appeal. The Township Board shall hear and decide appeals of Permit Applications and Permits involving the exercise of First Amendment rights within fifteen (15) days of the date on which the Township Board receives written notification from the Applicant or Permittee of his or her desire to appeal.

c) Upon reaching a decision on an appeal taken under this section, the Township Board shall promptly notify the Applicant or Permittee and the Township Administrator of the decision and the reasons therefore.

d) If the Township Board rejects the appeal after full review, or if time for full review is not available within the above time limits, the Applicant may appeal the decision to the appropriate state or federal court. All other decisions on the issuance of Permits by the Township are final.

**Sec. 6.7 Restrictions on Behavior**

a) A Permittee shall be subject to the rules and regulations governing Chapters 2 through 5 herein. In addition, a Permittee shall not:

- 1) Misrepresent his or her identity to the public;
- 2) Distribute any item for which the prior approval of the Township Administrator or his or her representative has not been obtained Section 6.1;
- 3) Leave leaflets or other material unattended at any place in or on any Township Facility;
- 4) Conduct any activities in a misleading or fraudulent manner;
- 5) Discriminate on the basis of race, creed, color, sex, handicap, religious or political affiliation, or national origin, in conducting the permitted activities, unless Permittee's First Amendment rights would otherwise be abridged;
- 6) Carry or possess any length of metal, lumber, wood, or similar material for purposes of displaying a sign, poster, plaque, or notice or for any other reason, unless the object is one-fourth inch (1/4") or less in thickness and two inches or less in width, or, if not generally rectangular in shape, the object shall not exceed three-fourths inch (3/4") in its thickest dimension; or
- 7) Carry and sign, poster, plaque, or notice, whether or not mounted on a length of material as specified in subsection (a)(6) of this section, unless the sign, poster, plaque, or notice is constructed or made of a cloth, paper, or cardboard material.

b) Any Permittee engaging in the solicitation of funds permitted by Section 4.19 herein shall wear an identification badge at all times while in or on any Township Facility containing the following:

- 1) Name;
- 2) Address;
- 3) Telephone number; and
- 4) Name of group or organization.

**Sec. 6.8 Additional Prerequisites to Issuance and Restrictions on Permitted Use**

Any Permit granted by the Township **may** contain lawful prerequisites to the issuance of the Permit and restrictions on the conduct of the permitted use, including, without limitation:

- a) Payment of a reasonable fee and/or deposit established by the Township Board;
- b) An agreement to assume and fully indemnify and hold the Township harmless from any liability or costs resulting from the use under the Permit;

- c) An agreement to fully restore any Township Facility to the same condition in which it existed prior to the use under the Permit;
- d) A requirement that the Applicant observe all federal, state, local, and Township laws, ordinances, rules, and regulations;
- e) A requirement that the Applicant furnish certificates of insurance evidencing minimum insurance coverage; and/or
- f) Time, duration, location, or other reasonable restrictions necessary for the efficient and orderly contemporaneous administration of the use, previously approved uses of the Designated Public Area by another member, or members, of the public, and Township Operations.

**Sec. 6.9 Township Non-Affiliation**

The Township reserves the right to advise the public through signs or announcements of the presence of any Permittees in or on any Township Facility and of their non-affiliation with the Township.

**Chapter 7. Enforcement of Township Ordinances, Rules & Regulations on Township Facilities**

**Sec. 7.1 Police/Security Force**

- 1) Township enforcement officers shall be the conservators of the peace on Township Facilities, and shall be responsible for the enforcement of all Township ordinances, rules, and regulations on Township property.
- 2) The Township Supervisor and each Trustee of the Board of Trustees shall be authorized to enforce all Township ordinances, rules, and regulations on Township property.
- 3) Nothing herein shall be interpreted to limit the authority of all city, village, county, state and other law enforcement authorities to enforce all federal, state, and local laws and regulations, including Township ordinances, on Township property.

**Sec. 7.2 General Penalty**

- a) In all cases where the same offense is made punishable or is created by different clauses or sections of these Rules and Regulations, the prosecuting officer may elect under which to proceed, but not more than one recovery shall be had against the same individual for the same offense; provided that the revocation of a license or Permit or fine imposed in an administrative hearing shall not be considered a recovery or penalty so as to bar any other penalty being enforced.
- b) Unless a different penalty is provided herein to the contrary, where an act or omission is prohibited or declared unlawful and no penalty or fine or imprisonment is otherwise provided, the offending Person shall be fined not less than \$100 or more than \$500 for each offense. Each day that a violation continues shall be deemed a separate offense. In addition to any fine, the Township may revoke the privilege to use all or some Township Facilities for such length of time as is determined appropriate by the Township.

c) In case of amendment of any section of these Rules and Regulations containing the provisions for which a penalty is provided in another section, the penalty so provided in such other section shall relate to the section so amended or the amending section, whether re-enacted in the amendatory ordinance or not unless such penalty is specifically repealed therein.

d) Whenever a finding of guilty is entered by the Court or a plea of guilty is entered by a defendant, the Court may, in addition to a fine imposed, enter an order to pay restitution, with restitution to be in an amount not to exceed actual out-of-pocket expenses or loss proximately caused by the conduct of the defendant. The Court shall determine the amount and conditions of payments.

e) Whenever the Court finds any Person guilty of failing to pay a fine assessed for violation of a municipal ordinance, and such Person is subsequently incarcerated for contempt of court based on such violation, there shall be allowed a credit of twenty dollars (\$20.00) for each day of incarceration to be applied to that Person's outstanding fine.

f) No provisions of these Rules and Regulations designating the duties of any officer or employee shall be construed as to make such officer or employee liable for any fine or penalty provided in these Rules and Regulations for a failure to perform such duty to the extent permitted by law.

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

**A RESOLUTION REGARDING THE ABOLISHMENT OF  
THE HANOVER TOWNSHIP ROAD DISTRICT AS OF 11:59 P.M. ON DECEMBER 31, 2017**

**WHEREAS**, Hanover Township (the “Township”) is located entirely within Cook County, Illinois; and

**WHEREAS**, the Hanover Township Road District (the “Road District”) is a single township road district located entirely within the Township; and

**WHEREAS**, the Township Road District is comprised of approximately thirteen (13) miles of roads; and

**WHEREAS**, the Highway Code, 605 ILCS 5/6-133, provides “[b]y resolution, the board of trustees of any township located in Cook County, Illinois, may submit a proposition to abolish the road district of that township to the electors of that township at a general election or consolidated election in accordance with the general election law; and

**WHEREAS**, the Highway Code, 605 ILCS 5/6-133, provides that a road district of a township located in Cook County, Illinois may be abolished upon the majority vote of the electors of that township; and

**WHEREAS**, pursuant to 605 ILCS 5/6-133, the Hanover Township Board of Trustees (the “Board”) approved resolution #122016, authorizing placement of a proposition to abolish the Road District on the ballot for the April 4, 2017, Consolidated Election (the “Election”); and

**WHEREAS**, on April 4, 2017, following the Cook County Clerk’s placing the proposition on the ballot, fifty eight and two-fifths percent (58.4%) of the registered voters casting ballots at the Election in the Township voted “Yes” to abolish the Road District. The Board hereby recognizes and notes the Cook County Clerk’s official election canvass of results recognizing

said vote tally; and

**WHEREAS**, the Township Board formally recognizes that two thousand, two hundred and thirty one (2,231) affirmative votes were cast in favor of the proposition to abolish the Road District; and

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

**SECTION ONE:** Pursuant to 605 ILCS 5/6-133, and as authorized and mandated by the Township electors at the Election, the Road District shall be abolished by operation of law effective at 11:59 p.m. on December 31, 2017.

**SECTION TWO:** Effective at 11:59 p.m. on December 31, 2017, the Township Highway Commissioner shall cease to hold office, such term having been terminated, and all Road District employees shall cease to be employed by the Road District, such positions having been abolished. The Township shall thereafter exercise all duties and responsibilities of the highway commissioner as provided in the Highway Code, 605 ILCS 5/1 *et seq.*

**SECTION THREE:** Effective at 12:00 a.m. on January 1, 2018, all the rights, powers, duties, assets, property, liabilities, obligations, and responsibilities of the Road District shall by operation of law vest in, and be assumed by, the Township. The Board shall assume all taxing authority of a Road District. The Township shall assume the powers, duties, and obligations of the Road District for purposes of distribution of revenue. The effective date of the vesting called for in this Section Four shall be 12:00 a.m. on January 1, 2018.

**SECTION FOUR:** Effective at 12:00 a.m. on January 1, 2018, the Hanover Township Facilities and Maintenance Department shall assume the responsibilities of the former Road District. The Hanover Township Facilities and Maintenance Department shall thereafter be known as the “Hanover Township Facilities and Road Maintenance Department.”

**SECTION FIVE:** Effective at 12:00 a.m. on January 1, 2018, the Township Administrator (the “Administrator”) shall be responsible for the administration, coordination, and management of the Hanover Township Facilities and Road Maintenance Department. The former Director of the Hanover Township Facilities and Maintenance Department shall be the Director of the Hanover Township Facilities and Road Maintenance Department (the “Director”). The Administrator, upon the recommendation of the Director, is authorized to appoint staff to the Hanover Township Facilities and Road Maintenance Department.

**SECTION SIX:** All policies implemented by the Road District with respect to road maintenance, safety, and other functions shall remain in full force and effect, unless otherwise amended or repealed by the Board.

**SECTION SEVEN:** All Road District banking, investment, or other financial accounts shall be transferred to the Township. All revenues and appropriations that exist in the Road District General Road Fund as of 11:59 p.m. on December 31, 2017, shall be transferred by operation of law into the Township Road Maintenance Fund.

**SECTION EIGHT:** All Road District pension programs and accounts as required by the Illinois Municipal Retirement Fund, 40 ILCS 5/7-101 *et seq.*, shall be transferred by operation of law to the Township. As a participating municipality, the Township shall succeed to the functions of the Road District as provided by 40 ILCS 5/7-132(A)(c).

**SECTION NINE: CONSTRUCTION.** The terms and provisions of this Resolution shall be liberally construed so as to effectuate the purposes set forth in the recitals to this Ordinance. Each and every recital and legislative finding regarding this Resolution is to be construed and interpreted severally.

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: November 21, 2017

APPROVED: November 21, 2017

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Brian P. McGuire, Township Supervisor

ATTEST:

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Katy Dolan Baumer, Township Clerk

### **C E R T I F I C A T I O N**

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 November 21, 2017, and approved on November 21, 2017, as the same appears from the official records of Hanover Township.

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Katy Dolan Baumer, Township Clerk