



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
December 5th, 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. Veterans Honor Roll – CPL Paul D. Hewitt
 - B. Tempo V - John DeBello
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Highway Commissioner’s Report
 - D. Assessor’s Report
 - E. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of November 21, 2017
 - B. Workshop Meeting Minutes of November 21, 2017
 - C. Resolution Approving the 2018 PACE TRIP Transit and Service Agreement
 - D. Consideration of Employee Health Insurance and Ancillary Benefits
- IX. Executive Session
- X. Other Business
- XI. Adjournment

Mission Statement

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



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

NAME: PAUL D. HEWITT

ADDRESS: 14 TRAIL RIDGE COURT

CITY/ZIP CODE: STREAMWOOD, IL 60107

PHONE #: 847-525-7156

DATE OF BIRTH: NOVEMBER 21, 1948

BRANCH OF SERVICE: U.S. MARINES

HIGHEST RANK ATTAINED: CPL - E-4

YEARS OF SERVICE: FROM 1969 TO 1971

MEDALS AWARDED OR OTHER CITATIONS:

INJURIES: _____

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

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

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

Thank you,

Brian P. McGuire

Supervisor

Hanover Township
 Board Audit Report
 From 11/21/17 - 12/4/17

	<u>Subtotal</u>	<u>Alexian Invoices</u>	<u>Total</u>
Total Town Fund	17,592.55	527.24	18,119.79
Total Senior Center	7,469.27		7,469.27
Total Welfare Services	11,093.21		11,093.21
Total Road and Bridge	3,807.57		3,807.57
Total Mental Health Board	5.09		5.09
Total Retirement	-		
Total Vehicle	-		
Total Capital	-		
Total All Funds	<u>39,967.69</u>	<u>527.24</u>	<u>40,494.93</u>

The above "Subtotal" column has been approved for payment this 5th day of December.

The above "Total" column has been approved for payment this 5th day of December.

 Supervisor

 Town Clerk

 Supervisor

 Town Clerk

 Trustee

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	12/01/2017	123845	Henricksen	Inv# 87110992 Office Chairs (8)	2,452.28
Check	12/01/2017	123849	Leaf (618-004)	Inv# 7912036 Copier Lease - Town Hall	328.00
Total 1014410 · Equipment Purchases					2,780.28
Total 101CAP · Capital Expenditures					2,780.28
101CHN · Community Health					
1014453 · Printing					
Check	11/28/2017	123806	Braden Interact Business Products (SS)	Inv# 445254 Copy Charges	7.96
Total 1014453 · Printing					7.96
1014459 · Professional Services					
Check	11/28/2017	123799	Alexian Brothers Health System	Acct# G.9319 Patient Lab	156.24
Total 1014459 · Professional Services					156.24
1014465 · Medical Supplies					
Check	11/28/2017	123810	McKesson Medical Surgical	Inv# 12745225 Syringes/Needles/TB Skin Testing	145.54
Check	11/28/2017	123810	McKesson Medical Surgical	Inv# 13578037 Containers/Butterfly Needles	100.78
Check	11/28/2017	123810	McKesson Medical Surgical	Account Charges	7.57
Total 1014465 · Medical Supplies					253.89
1014492 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 1014492 · Dental, Vision & Life Insurance					10.18
Total 101CHN · Community Health					428.27
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014617 · Equipment & Furniture					
Check	12/01/2017	123838	Canteen Refreshment Services	Inv# 052560000068525 Water Machine Rental	29.95
Check	12/01/2017	123853	Sprint	Acct# 897162515 Monthly Charges	35.00
Total 1014617 · Equipment & Furniture					64.95
1014621 · Satellite Office Utilities					
Check	12/01/2017	123837	Com Ed 010	Acct# 6997418010 Monthly Charges	589.62
Check	12/01/2017	123839	City of Elgin	Acct# 413720-6423 Water Monthly Charges	16.54
Total 1014621 · Satellite Office Utilities					606.16
1014623 · Satellite Office Phone & Intrnt					
Check	12/01/2017	123824	Kuttenberg, Thomas W	Monthly Cell Phone Reimbursement	50.00

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
			Total 1014623 · Satellite Office Phone & Intrnt		50.00
			1014627 · Community Affairs		
Check	11/28/2017	123804	Elgin Area Chamber of Commerce	Annual State of the City Address (2)	60.00
Check	12/01/2017	123828	A1 Trophies & Awards	Inv# 11242 Name Badge	7.99
			Total 1014627 · Community Affairs		67.99
			1014692 · Dental, Vision & Life Insurance		
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	8.15
			Total 1014692 · Dental, Vision & Life Insurance		8.15
			Total 101CMA · Community Relations		797.25
			Total 101CVA · Community & Veteran Affairs		797.25
			101ES · ES - Expenditures		
			1014802 · Equipment		
Check	11/28/2017	123802	Chief Supply Corp.	Inv# 293085 Dynarex CPR Shield/Double Glove Holder	56.34
Check	11/28/2017	123802	Chief Supply Corp.	Inv# 297078 Double Glove Holders	139.35
Check	11/28/2017	123812	Motorola Solutions, Inc.	Inv# 13189421 Pagers (10)	3,451.80
Check	11/28/2017	123816	W.S. Darley & Co	Inv# 17305534 Spanner Wrench/Reflective Tape	29.90
			Total 1014802 · Equipment		3,677.39
			1014803 · Uniforms		
Check	11/28/2017	123813	Ray O'herron Co., Inc.	Inv# 1762413-IN Jackets (12)/Buttons/Flags	1,829.28
Check	11/28/2017	123813	Ray O'herron Co., Inc.	Inv# 1762414-IN Belts/Tie Bars/Streetgear/ Caps/Flags/Shirts	283.79
Check	11/28/2017	123813	Ray O'herron Co., Inc.	Inv# 1762415-IN Nameplates (15)	149.25
Check	12/01/2017	123858	Today's Uniforms Inc	Inv# 149593 Uniform Shirts (16)	712.35
			Total 1014803 · Uniforms		2,974.67
			1014892 · Dental, Vision & Life Insurance		
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	13.41
			Total 1014892 · Dental, Vision & Life Insurance		13.41
			Total 101ES · ES - Expenditures		6,665.47
			101ISE · Insurance & Employee Benefits		
			1014507 · Flex Plan & 457 Plan		
Check	12/01/2017	123857	TASC	Inv# IN1158625 FSA Admin Fees	207.34
			Total 1014507 · Flex Plan & 457 Plan		207.34
			Total 101ISE · Insurance & Employee Benefits		207.34
			101MAIN · Facilities Maintenance		
			1014221 · Cell Phone/Communications		

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Check	12/01/2017	123853	Sprint	Acct# 897162515 Monthly Charges	59.56
Total 1014221 · Cell Phone/Communications					59.56
1014292 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	28.51
Total 1014292 · Dental, Vision & Life Insurance					28.51
Total 101MAIN · Facilities Maintenance					88.07
101PAN · Pantry					
1014192 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Total 1014192 · Dental, Vision & Life Insurance					13.41
Total 101PAN · Pantry					13.41
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	12/01/2017	123830	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges (2 Months)	117.46
Check	12/01/2017	123831	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges (2 Months)	416.05
Check	12/01/2017	123832	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges (2 Months)	507.71
Total 1014402 · Telephone - Town					1,041.22
1014405 · Internet Access - Town					
Check	12/01/2017	123835	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Internet Charges	259.35
Total 1014405 · Internet Access - Town					259.35
1014416 · Equipment Rental - Town					
Check	12/01/2017	123836	Canteen Refreshment Services	Inv# 052560000068526 Water Machine Rental	29.95
Total 1014416 · Equipment Rental - Town					29.95
Total 101THE · Town Hall Expense					1,330.52
101TOE · Town Office Expense					
1014401 · Postage					
Check	12/01/2017	123841	Easy Permit Postage	Acct 8000-9090-0585-2392 Postage	2,215.03
Total 1014401 · Postage					2,215.03
1014414 · Memberships, Subs & Publication					
Check	12/01/2017	123840	Daily Herald	Acct 681793 Newspaper Service	65.80
Total 1014414 · Memberships, Subs & Publication					65.80
1014429 · Miscellaneous					

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Check	12/01/2017	123856	T&C Gardens - EL	Order# 445936/1Symapthy Flowers	111.94
Total 1014429 · Miscellaneous					111.94
1014592 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	31.57
Total 1014592 · Dental, Vision & Life Insurance					31.57
Total 101TOE · Town Office Expense					2,424.34
104ASR · Assessor's Division					
1044419 · Training					
Check	11/28/2017	123805	Illinois Property Assessment Institute	Order# 4550 Evaluating Real Estate Appraisals - Glascott	340.00
Check	11/28/2017	123805	Illinois Property Assessment Institute	Order# 4551 Evaluating Real Estate Appraisals - Deyne	340.00
Total 1044419 · Training					680.00
1044492 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	18.33
Total 1044492 · Dental, Vision & Life Insurance					18.33
Total 104ASR · Assessor's Division					698.33
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	12/01/2017	123847	Job Giraffe	Inv# H 00225804 Part Time Temp Help	579.15
Check	12/01/2017	123847	Job Giraffe	Inv# H 00225816 Part Tlme Temp Help	311.02
Check	12/01/2017	123847	Job Giraffe	Inv# H 00225946 Part Time Temp Help	793.65
Total 1094608 · Salaries					1,683.82
1094619 · Office Supplies					
Check	12/01/2017	123855	Sam's Club (YFS 0748 1)	Inv# 001062 Disinfectant Wipes	26.96
Total 1094619 · Office Supplies					26.96
1094620 · Community Affairs					
Check	12/01/2017	123828	A1 Trophies & Awards	Inv# 111645 AITCOY Awards	248.70
Check	12/01/2017	123855	Sam's Club (YFS 0748 1)	Inv# 001062 Youth Violence Symposium Refreshments	199.37
Total 1094620 · Community Affairs					448.07
1094621 · Recruitment and Pre Employment					
Check	12/01/2017	123829	Alexian Bros Corporate Health Services	Inv# 641900 Blood Borne Pathogen Tests	371.00
Total 1094621 · Recruitment and Pre Employment					371.00
1094623 · Travel					

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Check	12/01/2017	123825	Parquette, John J	TOI Conference/Misc Mileage Reimbursement	120.00
	Total 1094623 · Travel				120.00
	1094692 · Dental, Vision & Life Insurance				
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	1.86
	Total 1094692 · Dental, Vision & Life Insurance				1.86
	Total 109ADM · Administration & Clinical				2,651.71
	109OUT · Outreach & Prevention				
	1094792 · Dental, Vision & Life Insurance				
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	34.80
	Total 1094792 · Dental, Vision & Life Insurance				34.80
	Total 109OUT · Outreach & Prevention				34.80
	Total 109YFS · Youth & Family Services				2,686.51
	Total 1014 · Town Fund - Expenditures				18,119.79
	1104 · Senior Center - Expenditures				
	1104ADM · Administration				
	1104533 · Printing				
Check	11/28/2017	123806	Braden Interact Business Products (SS)	Inv# 445254 Copy Charges	201.26
	Total 1104533 · Printing				201.26
	1104535 · Travel				
Check	12/01/2017	123820	Krall, Marianne	Mileage Reimbursement	35.15
	Total 1104535 · Travel				35.15
	1104592 · Dental, Vision & Life Insurance				
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	61.11
	Total 1104592 · Dental, Vision & Life Insurance				61.11
	Total 1104ADM · Administration				297.52
	1104NUT · Nutrition				
	1105550 · Congregate Salaries				
Check	12/01/2017	123821	All Team Staffing	Inv# 10-22000391 Part Time Temp Help	1,083.38
Check	12/01/2017	123827	All Team Staffing	Inv# 10-22000424 Part Time Temp Help	818.79
	Total 1105550 · Congregate Salaries				1,902.17
	1105551 · Congregate Food				
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2715305 Congregate Food	158.38
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2717489 Congregate Food	6.95

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2716749 Congregate Food	31.23
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2710689 Congregate Food	20.00
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2709837 Congregate Food	95.71
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2707741 Congregate Food	42.38
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2706452 Congregate Food	48.48
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2705464 Congregate Food	70.73
Check	12/01/2017	123844	Gordon Food Service	Inv# 182103429 Congregate Food	667.22
Check	12/01/2017	123844	Gordon Food Service	Inv# 934061373 Congregate Food	167.09
Check	12/01/2017	123844	Gordon Food Service	Credit 10598279	-42.10
Check	12/01/2017	123846	Highland Baking Company	Acct# H251 Congregate Food	288.90
Total 1105551 · Congregate Food					1,554.97
1105553 · Congregate Supplies					
Check	12/01/2017	123823	Mickey's Linen	Inv# 7040365 Congregate Supplies	20.37
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2717489 Congregate Supplies	23.50
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2716749 Congregate Supplies	29.20
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2707741 Congregate Supplies	11.75
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2706452 Congregate Supplies	11.75
Check	12/01/2017	123844	Gordon Food Service	Inv# 182103429 Congregate Supplies	192.41
Check	12/01/2017	123851	Mickey's Linen	Inv# 7041410 Congregate Supplies	20.37
Total 1105553 · Congregate Supplies					309.35
1105558 · Home Delivered Meals Food					
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2715305 HDM Food	158.37
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2717489 HDM Food	6.95
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2716749 HDM Food	31.22
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2710689 HDM Food	20.00
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2709837 HDM Food	95.70
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2707741 HDM Food	42.37
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2706452 HDM Food	48.47
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2705464 HDM Food	70.71
Check	12/01/2017	123844	Gordon Food Service	Inv# 182103429 HDM Food	872.99
Check	12/01/2017	123844	Gordon Food Service	Inv# 934061373 HDM Food	167.09
Check	12/01/2017	123844	Gordon Food Service	Credit 10598279	-42.11
Check	12/01/2017	123846	Highland Baking Company	Acct# H251 HDM Food	288.89
Total 1105558 · Home Delivered Meals Food					1,760.65
1105560 · Home Delivered Meals Supplies					
Check	12/01/2017	123823	Mickey's Linen	Inv# 7040365 HDM Supplies	20.36
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2717489 HDM Supplies	23.50
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2707741 HDM Supplies	11.75
Check	12/01/2017	123843	Get Fresh Produce, Inc	Inv# 2706452 HDM Supplies	11.75
Check	12/01/2017	123844	Gordon Food Service	Inv# 182103429 HDM Supplies	133.88
Check	12/01/2017	123851	Mickey's Linen	Inv# 7041410 HDM Supplies	20.36
Total 1105560 · Home Delivered Meals Supplies					221.60

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
1105792 - Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	0.00
Total 1105792 - Dental, Vision & Life Insurance					0.00
Total 1104NUT - Nutrition					5,748.74
1104SOC - Programs & Services					
1104515 - Programming					
Check	11/28/2017	123803	Dance Alternatives, Inc.	Inv# HP112017 Line Dance Classes November/December 2017	350.00
Check	11/28/2017	123809	Marquee Movie Presentations, LLC	Presentation 12/9/17: Christmas Music in the Movies	225.00
Total 1104515 - Programming					575.00
1104520 - Volunteer Services					
Check	11/28/2017	123800	Joseph Buras	Home Delivered Meals Mileage Reimbursement	24.08
Check	11/28/2017	123814	William Riccio	Home Delivered Meals Mileage Reimbursement	36.38
Total 1104520 - Volunteer Services					60.46
1104526 - Club 59					
Check	12/01/2017	123822	Liturgical Publications, Inc.	Inv# 000891 Newsletter Additional Pages	250.00
Total 1104526 - Club 59					250.00
1104532 - Visual Arts					
Check	11/28/2017	123808	Denise Laurin-Donatelle	Inv# 111/22/17 Botanical Drawing Workshop Nov/Dec 2017	240.00
Check	11/28/2017	123811	Midwest Ceramic Art Supply	Ceramic Supplies 11/20/17	195.75
Check	12/01/2017	123819	Denise Laurin-Donatelle	Drawing Class Supplies	51.56
Total 1104532 - Visual Arts					487.31
Total 1104SOC - Programs & Services					1,372.77
1104TRN - Transportation					
1104692 - Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	50.24
Total 1104692 - Dental, Vision & Life Insurance					50.24
Total 1104TRN - Transportation					50.24
Total 1104 - Senior Center - Expenditures					7,469.27
2024 - Welfare Services - Expenditures					
2024ADM - Administration					
2024202 - Office Supplies					
Check	11/28/2017	123815	Staples	Inv# 3358746778 Copy Paper	79.98
Check	11/28/2017	123815	Staples	Inv# 3358746780 Toner	115.99
Total 2024202 - Office Supplies					195.97

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
2024204 · Equipment					
Check	11/28/2017	123801	Canteen Refreshment Services	Inv# 05256000068482 Water Machine Rental	29.95
Check	12/01/2017	123834	Comcast (WS)	Acct 8771 10 085 0097898 Monthly Cable & Internet Charges	162.08
Check	12/01/2017	123848	Leaf (618-006)	Inv# 7912038 Copier Lease	138.13
Total 2024204 · Equipment					330.16
2024210 · Printing					
Check	11/28/2017	123807	Kwik Print	Inv# 61004 Business Cards	41.30
Total 2024210 · Printing					41.30
2024592 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 2024592 · Dental, Vision & Life Insurance					10.18
Total 2024ADM · Administration					577.61
2024EMP · Employment Services					
2024221 · Professional Services					
Check	12/01/2017	123852	R.P.P. Enterprises	Inv# 240 Employment Support Center - November 2017	1,500.00
Total 2024221 · Professional Services					1,500.00
Total 2024EMP · Employment Services					1,500.00
2024HOM · Home Relief					
2024102 · Rent					
Check	12/01/2017	4550	Oak Ridge Townes	December 2017 Rent	450.00
Check	12/01/2017	4553	Jason Ludwig	December 2017 Rent	700.00
Check	12/01/2017	4554	Cook County Treasurer (Carol Stream)	Property Tax Assistance	363.46
Check	12/01/2017	4556	Country Mutual Insurance Company	Home Insurance Assistance	38.01
Check	12/01/2017	4558	Southwicke on Sutton Condo Assn.	December 2017 Association Dues	152.82
Check	12/01/2017	4561	Squire Village	December 2017 Rent	102.00
Check	12/01/2017	4563	Angie Hoeltzer	December 2017 Rent	450.00
Check	12/01/2017	4566	Allen Back	December 2017 Rent	450.00
Check	12/01/2017	4567	James Susman	December 2017 Rent	650.00
Check	12/01/2017	4568	Cook County Treasurer (Carol Stream)	Property Tax Assistance	51.82
Check	12/01/2017	4569	Bartlett Green 5	December 2017 Rent	150.21
Check	12/01/2017	4572	State Farm - Bartlett	Home Insurance Assistance	21.33
Check	12/01/2017	4573	Cynthia Wheelock	December 2017 Rent	500.00
Check	12/01/2017	4576	Cook County Treasurer (Carol Stream)	Property Tax Assistance	215.00
Total 2024102 · Rent					4,294.65
2024103 · Utilities					
Check	12/01/2017	4546	Village of Streamwood	Utility Assistance	26.88
Check	12/01/2017	4547	NICOR	Utility Assistance	60.00
Check	12/01/2017	4549	Com Ed	Utility Assistance	63.00
Check	12/01/2017	4551	City of Elgin	Utility Assistance	34.63

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Check	12/01/2017	4552	Com Ed	Utility Assistance	165.37
Check	12/01/2017	4555	Com Ed	Utility Assistance	82.46
Check	12/01/2017	4557	Village of Streamwood	Utility Assistance	33.46
Check	12/01/2017	4559	Com Ed	Utility Assistance	94.00
Check	12/01/2017	4560	NICOR	Utility Assistance	61.00
Check	12/01/2017	4564	Village of Streamwood	Utility Assistance	75.00
Check	12/01/2017	4570	Com Ed	Utility Assistance	89.44
Check	12/01/2017	4571	Village of Bartlett	Utility Assistance	49.82
Check	12/01/2017	4574	Village of Streamwood	Utility Assistance	116.99
Check	12/01/2017	4575	Com Ed	Utility Assistance	168.01
Total 2024103 · Utilities					1,120.06
2024105 · Personal Essentials					
Check	12/01/2017	4541	Walmart	Personal Essential Items (1)	46.67
Check	12/01/2017	4542	Walmart	Personal Essential Items (1)	150.00
Check	12/01/2017	4543	Walmart	Personal Essential Items (1)	50.00
Check	12/01/2017	4544	Walmart	Personal Essential Items (9)	1,250.00
Total 2024105 · Personal Essentials					1,496.67
2024106 · Travel Expenses					
Check	12/01/2017	4545	BP Gas Station	Fuel Assistance Card (7)	325.00
Check	12/01/2017	4548	State Farm Insurance	Auto Insurance	89.56
Check	12/01/2017	4556	Country Mutual Insurance Company	Auto Insurance Assistance	29.79
Check	12/01/2017	4562	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Check	12/01/2017	4565	United Auto Insurance	Auto Insurance Assistance	44.86
Check	12/01/2017	4572	State Farm - Bartlett	Auto Insurance Assistance	65.01
Total 2024106 · Travel Expenses					604.22
2024119 · Emergency Assistance					
Check	12/01/2017	4540	Carl Kmiec	Emergency Assistance	1,500.00
Total 2024119 · Emergency Assistance					1,500.00
Total 2024HOM · Home Relief					9,015.60
Total 2024 · Welfare Services - Expenditures					11,093.21
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034704 · Telephone					
Check	12/01/2017	123854	Sprint (HWY)	Acct#162978503 Monthly Charges	27.54
Total 3034704 · Telephone					27.54
3034710 · Community Affairs					
Check	12/01/2017	123833	Battery Solutions	Inv# A194536 Battery Recycling	451.93

Hanover Township Board Audit Report

November 21 through December 4, 2017

Type	Date	Num	Name	Memo	Amount
Total 3034710 · Commmunity Affairs					451.93
3034792 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 3034792 · Dental, Vision & Life Insurance					10.18
Total 3034ADM · Administration					489.65
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	12/01/2017	123842	Grainger	Inv# 9612517277 Solenoid Valve (4)	567.92
Check	12/01/2017	123850	Menard's- Hanover Park	Inv# 74564 Conduit	26.00
Total 3034602 · Operating Supplies & Materials					593.92
3034614 · Signs, Stripping & Tree Removal					
Check	12/01/2017	123826	Arbor Earth and Snow	Inv# 1129HO Tree Removal (2)	1,500.00
Check	12/01/2017	123826	Arbor Earth and Snow	Inv# 1128HO Stump Grinding (10)	1,224.00
Total 3034614 · Signs, Stripping & Tree Removal					2,724.00
Total 3034ROD · Road Maintenance					3,317.92
Total 3034 · Road & Bridge - Expenditures					3,807.57
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054592 · Dental, Vision & Life Insurance					
Check	12/01/2017	123859	Vision Service Plan	Vision Insurance Monthly Premium	5.09
Total 5054592 · Dental, Vision & Life Insurance					5.09
Total 5054ADM · Administration					5.09
Total 5054 · Mental Health - Expenditures					5.09
TOTAL					40,494.93

- I. Call to Order/Roll Call: Supervisor McGuire called the meeting to order at 7:03 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Essick, Moinuddin, and Martinez, and Supervisor McGuire.

Other Elected Official present was 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, Attorney Mike Airdo, Streamwood residents Mr. Joseph and Mrs. Naomi (Walters) Lenoci, members of the Knights of Columbus, a representative from the Fifth Third Bank of Bartlett, and Trustee Mike Baumer from the Village of Streamwood.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance. He then asked that the audience remain standing for a moment of silence in recognition of the passing of past Supervisor Bill Tiknis.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations:
 - A. Veterans Honor Roll: Supervisor McGuire invited the Board forward to recognize Sgt. Joseph M. Lenoci of Streamwood who served in the U.S. Army from 1952 to 1955 receiving the Army of Occupation medal and the National Defense 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. Representatives from the Knights of Columbus, Mary's Millennium Council #12801 of Streamwood was invited forward to receive thanks from the Board for the Club's contributions to the holiday drives. They, in turn, presented a check to the food pantry, which was proceeds from their recent 5K race.
 - C. A representative of the Bartlett branch of Fifth Third Bank was invited forward to receive thanks by the Board for contributions to the food pantry.
- V. Reports
 - A. Supervisor McGuire reported that during the TOI conference, Hanover Township was awarded with Township of the Year by ITASC; that he was presented with the Supervisor of the Year, and Director Parquette was awarded the Director of the Year. He asked for the Board's concurrence to hold a memorial service here at the Tiknis Campus on January 6; the Board concurred.
 - B. Clerk Dolan Baumer reported that she has done voter registration at Streamwood High School, Victory Center independent and assisted living, serving over 50 new voters.
 - C. Highway Commissioner Schneider reported that he attended the Highway

Commissioners meeting recently and learned of grants available for outdoor LED lighting and would pass on the information to Director Spejcher.

- D. Assessor Smogolski was not present.
 - E. Trustee Liaison Committee Reports: Trustee Benoit reported that the Mental Health Board would start grant allocations and discuss the community needs assessment during the meeting next Tuesday, November 28.
 - F. Department Reports: Department reports were offered for review and comment. Highlights included a reminder from Director Parquette that the New Leaders in Education reception would be held on December 5 from 5:30 to 7 p.m.
- VI. Bill Paying: Mr. Barr presented the bills from October 17, 2017 to November 20, 2017 for review and approval by the Board, noting the following from Alexian Brothers:

a.	Town	\$47.98
b.	Senior Center	103.62
b.	Mental Health Board	<u>890.90</u>
	Total All Funds	<u>\$1,042.50</u>

A motion was made by Trustee Essick and seconded by Trustee Moinuddin 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 October 17, 2017 to November 20, 2017 for review and approval by the Board:

a.	Town	\$174,729.10
b.	Senior Center	89,255.31
c.	Welfare Services	14,928.43
d.	Road and Bridge	37,760.95
e.	Mental Health Board	23,439.13
f.	Retirement	0.00
g.	Vehicle	200.00
h.	Capital	<u>115,329.65</u>
	Total All Funds	<u>\$455,642.57</u>

A motion was made by Trustee Moinuddin and seconded by Trustee Benoit 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: None was discussed.

VIII. New Business

- A. Meeting Minutes of October 17, 2017: Clerk Dolan Baumer presented the meeting minutes of October 17, 2017 for review and approval. A motion was made by Trustee Martinez to approve the meeting minutes of October 17, 2017 as presented, with a second by Trustee Essick. Roll call: Ayes: Trustees Benoit, Martinez, Essick and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- B. Ordinance Establishing Rules & Regulations regarding Use of Hanover Township Facilities: A motion was made by Trustee Essick and seconded by Trustee Martinez to

approve the ordinance #112117 as presented. Roll Call: Ayes: Supervisor McGuire and Trustees Benoit, Martinez, Essick and Moinuddin. Nays: None. Motion carried.

- C. Resolution authorizing Payment of Certain Bills Prior to Examination and Audit by the Township Board: A motion was made by Trustee Moinuddin to approve resolution #1121171 authorizing payment of certain bills prior to examination and audit by the Township Board, seconded by Trustee Martinez. Roll Call: Ayes: Supervisor McGuire and Trustees Benoit, Martinez, Essick and Moinuddin. Nays: None. Motion carried.
- D. Consideration of a resolution regarding the Abolishment of the Hanover Township Road District: A motion was made by Trustee Benoit and seconded by Trustee Essick that the Board approve resolution #1121172 regarding the abolishment of the Hanover Township Road District. Roll call: Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Nays: None. Motion carried.
- E. Consideration of December 2017 and January 2018 Township Board Meeting Dates: A motion was made by Trustee Moinuddin to cancel the January 2 and 16, 2018 meeting dates and combining them into a rescheduled meeting on January 9, 2018, which was seconded by Trustee Martinez and followed by a roll call vote: Ayes: Trustees Benoit, Martinez, Essick, and Moinuddin, and Supervisor McGuire. Motion carried and the Supervisor instructed the Clerk to post the dates as appropriate.

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

X. Workshop: Scope and Evolution Strategic Plan Working Groups. A motion to go into a workshop to review the Scope and Evolution Strategic Plan was made by Trustee Benoit and seconded by Trustee Essick, followed by a roll call vote: Ayes: Supervisor McGuire and Trustees Benoit, Martinez, Essick and Moinuddin. Nays: None. Motion carried and the Board was recessed at 7:28 p.m.

At 8:09 p.m., the Board reconvened the regular board meeting and roll call was taken; present were Trustees Benoit, Martinez, Essick, and Moinuddin, and Supervisor McGuire.

XI. Other Business: Reminder: December 1 from 9:00 a.m. to 4:00 p.m. Strategic Planning Meeting.

XII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 8:11 p.m. was made by Trustee Benoit 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.

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

Minutes of a Meeting of the Hanover Township Board

Tuesday, November 21, 2017

Page 4



Workshop: **Strategic Plan Scope and Evolution Updates.**

Supervisor McGuire called the workshop to order at 7:28 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Essick, Moinuddin, and Martinez, and Supervisor McGuire.

Other Elected Official present was 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 Kутtenberg, Welfare Services Director Mary Jo Imperato, Assistant Administrator Suzanne Powers, and Attorney Mike Airdo.

Administrator Barr invited Director Parquette and Director Smith forward to make their report on the “**Scope Workgroup.**”

The two directors reviewed the process they used to assess the needs for the Township in the Scope workgroup. They summarized their efforts and discussed the recommendations of the group.

Administrator Barr invited Director Imperato and Trustee Benoit forward to make their report on the “**Evolution Workgroup.**”

Trustee Benoit described the process and outlined the trends in Hanover Township; in summary she laid out several items for discussion and consideration during the Strategic Planning meeting in December.

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

A motion was made by Trustee Essick to adjourn back into regular session and seconded by Trustee Martinez. Roll call: Ayes: Trustee Benoit, Martinez, Moinuddin, and Essick, and Supervisor McGuire. The workshop adjourned back in to regular session at 8:09 p.m.

Respectfully submitted,

Katy Dolan Baumer
Clerk

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

RESOLUTION _____

**A RESOLUTION APPROVING THE 2018 PACE TRIP TRANSIT GRANT
AND SERVICE AGREEMENT**

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

SECTION ONE: That the 2018 TRIP Transit Grant and Service Agreement (“Agreement”) between the Suburban Bus Division of the Regional Transportation Authority, operating under the name “Pace” (“Pace”) and Hanover Township (“Township”), provides for transportation services to the senior citizens of the Township.

SECTION TWO: That the Agreement between Pace and the Township, a copy of which is appended hereto and expressly incorporated herein by reference, is hereby approved.

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

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

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

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: December 5, 2017

APPROVED: December 5, 2017

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on December 5, 2017, and approved on December 5, 2017 as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

2018 TRIP TRANSIT GRANT and SERVICE AGREEMENT

THIS AGREEMENT, made and entered into by and between the **SUBURBAN BUS DIVISION OF THE REGIONAL TRANSPORTATION AUTHORITY**, operating under the name and hereinafter referred to as "Pace" and Elk Grove, Hanover, Palatine, Schaumburg and Wheeling Townships (hereinafter referred to as Townships).

WITNESSETH:

WHEREAS, Pace was created as the Suburban Bus Division of the Regional Transportation Authority to be responsible for providing public transportation by bus, (70 ILCS 3615/3A.01); and

WHEREAS, Pace may enter into grant agreements with governmental and private sector entities to obtain public bus service and to provide for payment of operating and other expenses upon such terms and conditions as Pace shall provide in any such agreements; and

WHEREAS, Pace agrees to provide the transportation services as hereinafter described in Exhibit A attached hereto upon the terms and conditions set forth therein;

WHEREAS Pace shall fund its provision of transportation services as described in Exhibit A up to \$250,000 (hereinafter referred to as "Pace Grant").

NOW, THEREFORE, in consideration of the promises and agreements herein set forth, Pace and the Townships **AGREE** as follows:

1. The parties agree that the recitals hereinabove set forth are incorporated as terms and conditions of this Agreement as though fully set forth herein and binding on the parties.
2. Pace shall provide the services as fully described in Exhibit A attached hereto and the parties agree to comply with the service standards, procedures and parameters provided in Exhibit A attached hereto and made a part hereof.
3. Pace shall provide the funding up to \$250,000 (Pace Grant) for Pace to provide the transportation services as described in Exhibit A.
4. Calculation of monthly Invoice – Pace shall provide a monthly report to the Townships to give an accounting of expended funds. The monthly report shall be based on service costs calculated using actual costs to provide the services less revenue received. The Townships will be responsible for any deficit after the Pace Grant of \$250,000 is expended.
5. Term - This Agreement is effective January 1, 2018, through December 31, 2018 or either party exercises their right to terminate this Agreement under Paragraph 7.

6. Service Provision - Pace shall not be responsible for any failure to provide the Service due to circumstances beyond the control of Pace. However, Pace shall make every reasonable effort to restore Service as soon as practical under the circumstances. Pace shall have the right to make minor revisions to the Service during the term of this Agreement upon written notification to and concurrence by the Townships.

7. Termination of Service - Either party may terminate this Agreement with sixty (60) days advance written notification to the other party.

8. Independent Relationship - Pace is an independent contractor and not an employee, agent, joint venturer, or partner of the Townships, and nothing in this Agreement shall be construed as creating any other relationship between the Townships and Pace, or between any employee or agent of Pace and the Townships. Pace employees shall at all times remain employees of Pace, which shall be solely responsible for all aspects of their employment, including, without limitation, compensation, benefits, payment or withholding of taxes, Social Security, Medicare, unemployment or other insurance, and workers' compensation.

9. Severability - The provisions of this Agreement shall be severable. The unenforceability or invalidity of any one or more provisions, clauses or sentences hereof shall not render any other provision, clause or sentence herein contained unenforceable or invalid. The portion of the Agreement which is not invalid or unenforceable shall be considered enforceable and binding on the parties and the invalid or unenforceable provision(s), clause(s) or sentence(s) shall be deemed excised, modified or restricted to the extent necessary to render the same valid and enforceable, and this Agreement shall be construed as if such invalid or unenforceable provision(s), clause(s) or sentence(s) were omitted. The provisions of this paragraph shall survive the termination of this Agreement for any reason.

10. Binding Agreement - This Agreement supersedes any and all prior agreements between the parties, whether written or oral, and shall be binding upon the parties.

11. Authority - Pace and the Townships represent and warrant that their representatives whose signatures appear below have the power and authority to enter into this Agreement and to obligate Pace and the Townships to the terms of this Agreement.

12. Complete Agreement - This Agreement constitutes the entire Agreement between the parties hereto. Any proposed change in this Agreement shall be submitted to Pace for its prior approval. No modification, addition, or deletion to this Agreement shall be effective unless and until such changes are reduced to writing and executed by the authorized officers of each party. Any changes in service description, payment rates or pass allocations shall be reflected in a revised Exhibit attached hereto reduced to writing and signed by both parties.

13. Notices - All notices due to the other party shall be delivered to the address indicated below:

Pace
550 W. Algonquin Road
Arlington Heights, IL 60005
Attn: Executive Director

Townships:
Wheeling Township
1616 N. Arlington Heights Rd.
Arlington Heights, IL 60004

Hanover Township
250 S. Rte 59
Bartlett, IL 60103

Schaumburg Township
1 Illinois Blvd.
Hoffman Estates, IL 60129

Elk Grove Township
2400 S. Arlington Heights Rd.
Arlington Heights, IL 60005

Palatine Township
7215 S. Quentin Road, Ste. 101
Palatine, IL 60067

15) Governing Law - This Agreement shall be construed in accordance with the laws of the State of Illinois.

16) This Agreement may be executed by the parties in several counterparts, each of which so executed shall be deemed some original, and such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be made effective as of the date set forth above and executed by their duly authorized officials.

Pace

Wheeling Township

By: _____

By: _____

Title: _____

Title: _____

Dated: _____

Dated: _____

Schaumburg Township

Hanover Township

By _____

By: _____

Title: _____

Title _____

Dated: _____

Dated: _____

Elk Grove Township

Palatine Township

By: _____

By: _____

Title: _____

Title: _____

Dated: _____

Dated: _____

Exhibit A

TRIP

Service Description

TYPE OF SERVICE	Curb to Curb Dial-A-Ride Bus Service
SERVICE OPERATED BY	Pace will contract with a transportation provider (the “Contractor”) to provide the service, which is the subject of this Agreement.
RESERVATION DAYS & HOURS	Monday through Friday – 9:00 AM to 2:00 PM
RESERVATION METHOD	Reservations shall be accepted at the Pace call center by way of email (cookcounty@pacebus.com) a maximum of seven (7) days in advance and a minimum of two (2) days in advance of the day of service. Note: Friday reservations are for Tuesday service.
REGISTRATION METHOD	All riders register through the Township. Registration information is sent by the Township to the designated Pace email address (cookcounty@pacebus.com). Eligible riders are registered with the transportation provider within five (5) business days.
SERVICE AREA	TRIP provides transportation to eligible riders to medical facilities within Palatine, Wheeling, Hanover, Schaumburg and Elk Grove Townships. In addition, transportation is provided to the following designated locations outside of the five (5) Townships: <ol style="list-style-type: none">1. University of Illinois Medical Center;2. Jesse Brown VA Medical Center;3. Edward Hines VA Hospital;4. Lovell Federal Healthcare Center;5. John Stroger Cook County Hospital;6. Rush Medical Center;7. Northwestern Hospital;8. ARA South Barrington Dialysis Center; and9. Good Shepherd Hospital in Barrington.10. Loyola Hospital11. Social Security Offices within the partner Townships or adjacent Townships12. VA Facility, Hoffman Estates13. Dialysis Center, 3150 W. Higgins, Hoffman Estates
SERVICE DAY & HOURS	Monday through Friday – 5:00 AM to 9:00 PM Saturday – 5:00 AM to 4:00 PM Note: Whenever possible, pick-up times are negotiated in order to optimize the service efficiency.
HOLIDAYS	Service will <u>not</u> operate on following holidays: <ul style="list-style-type: none">• New Year’s Day• Memorial Day• Independence Day• Labor Day• Thanksgiving Day• Christmas Day
ONE-WAY FARE	Trips within the Township \$5.00 Trips across Townships \$10.00 Note: The maximum fare per trip per rider is \$10.00
SUBSCRIPTIONS	Subscriptions are allowed per the approval of the Township. Subscriptions are submitted by way of email (cookcounty@pacebus.com) a minimum of five (5) days in advance of service.
COMPANIONS	One (1) free companion is allowed per eligible passenger.
RIDER ELIGIBILITY	Rider eligibility is determined by the sponsor. Registered riders are seniors who are 60 years and older or persons with disabilities who are 18 years or older.

Supervisor
Brian P. McGuire

Clerk
Katy Dolan Baumer

Assessor
Thomas S. Smogolski

Highway Commissioner
Thomas O. Schneider

Trustees
Mary Alice Benoit
Craig Essick
Eugene N. Martinez
Khaja Moinuddin

Administrator
James C. Barr, MPA

December 5, 2017

To: Hanover Township Board

From: James C. Barr, Township Administrator
Suzanne Powers, Assistant Township Administrator ^{SP}

Re: Major Medical Coverage and Ancillary Benefits – January 1, 2018

In November, the Township received the renewal rates from United Healthcare (UHC). For the past seven years, the Township has provided major medical insurance through UHC. During the renewal in October 2016, UHC offered the Township a zero percent increase and a 15-month rate lock. The Township's health care premiums for major medical coverage have not increased since October 2015 and so a higher increase with the January 2018 renewal was anticipated. The initial rate offer from UHC was a 12 percent increase over the current year's plans.

In order to review additional insurance rate options, Candos Insurance Agency conducted an employee benefit census and requested a quote for major medical coverage from BlueCross BlueShield of Illinois (BCBSIL). The initial quote from BCBSIL was higher than the UHC renewal rate, however BCBSIL revised their initial quote to a more competitive rate. Using this rate, Candos Insurance Agency was able to request rate relief from UHC which brought the renewal rate from UHC down to an 8 percent increase.

Some major considerations for the major medical coverage period involved keeping plan options as similar to current offerings as possible, maintaining an option of three plan types (a Participating Provider Option, a Small Network Participating Provider Option, and a Health Maintenance Organization), minimizing impact of changes on staff and keeping premium costs as low as possible.

After a full review of the UHC and BCBSIL rate offerings, the BCBSIL rate was more attractive. Candos Insurance Agency then requested additional relief from UHC in an effort to lower the renewal increase more. UHC offered the Township a 6 percent increase on the current plan design. At a 6 percent increase, two of the UHC plan premiums were slightly higher than comparable plan offerings from BCBSIL.

After finalizing the rate offerings from UHC and BCBSIL, Administration analyzed how a switch to BCBSIL would impact our major medical offerings. Currently, the Township offers three plan options with a majority of employee's choosing the small network PPO. The small network PPO through BCBSIL has significantly less in network providers and hospitals than the UHC small network PPO. Based on this, it is anticipated that a significant portion of employees currently on the UHC small network PPO would move to the BCBSIL large network PPO resulting in increased costs for the Township.

Currently, all UHC plans include a prescription benefit plan of \$10/\$35/\$60, meaning the maximum an employee would pay for a prescription is \$60. BCBSIL prescription benefit plan is \$0/\$10/\$35/\$75/\$150/\$250, meaning the maximum an employee could pay for a prescription is \$250. Under UHC, there is only three tiers of prescription coverage, with most prescription falling in the \$10 or \$35 per prescription. Moving to BCBSIL, which has six tiers of prescriptions up to \$250 per prescription, could negatively impact employees.

Finally, the Township has enjoyed a positive relationship with UHC over the past seven years. The UHC representative that works with Candos Insurance Agency has provided assistance on a number of employee claim issues and consistently worked to provide rate relief during each renewal process. Employees have also expressed satisfaction in the current coverage and benefits, provider choice and customer service. It was determined that while BCBSIL premiums are somewhat more favorable than UHC a number of employees would move to the large network PPO which would increase overall costs above UHC and the prescription drug coverage is less favorable than UHC.

It is staff's recommendation to continue providing benefits through UHC in 2018. UHC's plan offerings will remain the same and the cost increase will be 6 percent. A summary analysis of the plans is attached. Additionally, staff recommend increasing the annual waiver for eligible staff who waive the option of joining the Township's major medical plan from \$2,400 annual waiver to \$3,600 annual waiver. This increased amount represents approximately half of the Township's cost for single coverage under the small network PPO. The Township has not increased the annual waiver amount since moving it to \$2,400 in 2008, yet premium costs have continued to increase. The increased annual waiver amount should make it more favorable for staff interested in waiving the Township's coverage to do so.

Candos Insurance Agency also received quotes from vendors for ancillary benefits – dental, vision, and life coverage. During the Township's renewal in October 2016, MetLife offered a two-year rate lock for both dental and life insurance coverage. Vision Service Plan (VSP) also offered a two-year rate lock at the previous renewal. Candos Insurance Agency did receive additional quotes for dental, vision, and life insurance coverage. Of the two additional quotes for dental, the only quote lower than MetLife does not have a strong network of providers in our area. Two vision quotes were received, both comparable to VSP's current rate offering. Based on the two year rate lock from both MetLife and VSP, it is staff recommendation to maintain dental and life coverage with MetLife and vision coverage with VSP for the 2018 health year.

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

Hanover Township

Current Contribution Model with United Healthcare

1/1/17 to 12/31/17

PPO

	Single	ES	EC	Family
Premium	\$715.66	\$1,502.89	\$1,230.94	\$2,161.30
Hanover Twp.	\$572.53	\$1,044.87	\$881.70	\$1,439.91
Employee	\$143.13	\$458.02	\$349.24	\$721.39

Single	3
ES	0
EC	1
Family	0

Employer Contribution

\$1,717.58
\$0.00
\$881.70
\$0.00
\$2,599.28

CORE

	Single	ES	EC	Family
Premium	\$642.75	\$1,349.81	\$1,105.55	\$1,941.14
Hanover Twp.	\$546.34	\$1,005.93	\$847.16	\$1,390.29
Employee	\$96.41	\$343.88	\$258.39	\$550.85

Single	20
ES	3
EC	5
Family	10

\$10,926.75
\$3,017.78
\$4,235.79
\$13,902.91
\$32,083.23

H.S.A.

	Single	ES	EC	Family
Premium	\$594.59	\$1,248.63	\$1,022.69	\$1,795.66
Hanover Twp.	\$505.40	\$930.53	\$783.67	\$1,286.10
Employee	\$89.19	\$318.10	\$239.02	\$509.56

Single	2
ES	0
EC	0
Family	0

\$1,010.80
\$0.00
\$0.00
\$0.00
\$1,010.80

Monthly Cost to Hanover Township

\$35,693.31

Total Annual Expense Incurred by Hanover Township for the Medical Plan

\$428,319.72

New Contribution Model with United Healthcare

1/1/18 to 12/31/18

PPO

	Single	ES	EC	Family
Premium	\$758.60	\$1,593.06	\$1,304.80	\$2,290.98
Hanover Twp.	\$606.88	\$1,107.56	\$934.60	\$1,526.31
Employee	\$151.72	\$485.50	\$370.20	\$764.67

Single	3
ES	0
EC	1
Family	0

Employer Contribution

\$1,820.64
\$0.00
\$934.60
\$0.00
\$2,755.24

CORE

	Single	ES	EC	Family
Premium	\$681.32	\$1,430.80	\$1,171.88	\$2,057.61
Hanover Twp.	\$579.12	\$1,066.28	\$897.99	\$1,473.71
Employee	\$102.20	\$364.52	\$273.89	\$583.90

Single	20
ES	3
EC	5
Family	10

\$11,582.44
\$3,198.85
\$4,489.93
\$14,737.11
\$34,008.33

HMO

	Single	ES	EC	Family
Premium	\$630.27	\$1,323.55	\$1,084.05	\$1,903.40
Hanover Twp.	\$535.73	\$986.36	\$830.69	\$1,363.26
Employee	\$94.54	\$337.19	\$253.36	\$540.14

Single	2
ES	0
EC	0
Family	0

\$1,071.46
\$0.00
\$0.00
\$0.00
\$1,071.46

Monthly Cost to Hanover Township

\$37,835.03

Total Annual Expense Incurred by Hanover Township for the Medical Plan

\$454,020.31

Annual Increase to Hanover Township

\$25,700.59

6.00%



Employee Benefit Summary

		<u>Rate Change</u>
<u>Medical</u>		
January 2017 UHC Rates:	\$46,410.68	
January 2018 UHC Renewal Rates:	\$51,979.96	12%
Revised Rate Offer #1 with UHC	\$50,123.48	8%
Revised Rate Offer #2 with UHC 11/29/17	\$49,195.62	6%
<u>Dental</u>		
MetLife Rate	\$3,183.74	0%
<u>Basic Life/AD&D</u>		
Basic Life, MetLife	\$314.94	0.00%
<u>Vision Plan (12/12/24 Plan)</u>		
VSP Vision Plan (current)	\$324.17	0%
EyeMed Vision Plan	\$346.49	

1/1/2018

Hanover Township

Carrier		UnitedHealthcare®							
		Plan		PPO 55-2		PPO CORE 56-9		Navigate HMO 53-4	
Coinsurance		80/60%		100/80%		100/0%			
Individual Deductible		\$0/5000		\$500/5000		\$500/NA			
Family Deductible		\$0/10,000		\$1000/10,000		\$1000/NA			
Out of Pocket Limit**		\$2500/10,000		\$2000/10,000		\$2000/NA			
Family Out of Pocket		\$5000/20,000		\$4000/20,000		\$4000/NA			
Doctor Co-Pay (OV/SV)		\$20 / \$40*		\$20 / \$40*		\$20 / \$40			
Urgent Care Co-pay		\$75		\$75		\$75			
Emergency Room Co-pay		\$250, then ins pays 80%		\$300		\$300			
Prescription Drugs		\$10/35/60		\$10/35/60		\$10/35/60			
Lifetime Maximum		Unlimited		Unlimited		Unlimited			
Network		Choice Plus		CORE		Navigate HMO			
Web Address		www.myuhc.com		www.myuhc.com		www.myuhc.com			
**Includes Deductible									
Medical Rate:									
		<u>Current</u>	<u>Revised</u>		<u>Current</u>	<u>Revised</u>		<u>Current</u>	<u>Revised</u>
Employee Only	3	\$715.66	\$758.60	20	\$642.75	\$681.32	2	\$594.59	\$630.27
Employee/Spouse	0	\$1,502.89	\$1,593.06	3	\$1,349.81	\$1,430.81	0	\$1,248.63	\$1,323.56
Employee/Child	1	\$1,230.94	\$1,304.80	5	\$1,105.55	\$1,171.89	0	\$1,022.69	\$1,084.06
Family	0	\$2,161.30	\$2,290.98	10	\$1,941.14	\$2,057.62	0	\$1,795.66	\$1,903.41
Total	4	\$3,377.92	\$3,580.60	38	\$41,843.58	\$44,354.48	2	\$1,189.18	\$1,260.54
Current	\$46,410.68								
Renewal	\$49,195.62								
Increase	6.00%								

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

Coverage highlights are provided for easy-to-follow comparative purposes only and should not be relied on as absolute. For details of coverage provisions, limitations, conditions and exclusions, please refer to the health carriers plan design or your policy.

1/1/2018

Hanover Township

Carrier		 BlueCross BlueShield of Illinois				
		Plan	PPO MIDPP102		BCP MIBCS101	
Coinsurance			90/70%		80/50%	100%
Individual Deductible			\$500/1000		\$250/500	\$0
Family Deductible			\$1500/3000		\$750/1500	\$0
Out of Pocket Limit**			\$1500/3000		\$1250/2500	\$1,500
Family Out of Pocket			\$4500/9000		\$3750/7500	\$3,000
Doctor Co-Pay			\$20 PCP; \$40 Spec		\$20 PCP; \$40 Spec	\$20 PCP; \$40 Spec
Prescription Drug			\$0/10/50/100/150/250		\$0/10/35/75/150/250	\$0/10/50/100/150/250
Lifetime Maximum			Unlimited		Unlimited	Unlimited
Network			PPO		BlueChoice Preferred	BlueAdvantage HMO
Web Address			www.bcbsil.com			
**Excludes Deductible						
Medical Rate:			1/1/18 Rate Offer 11/10/17			
Employee Only	15	\$748.03	5	\$596.81	2	\$592.59
Employee/Spouse	3	\$1,542.84	0	\$1,230.94	0	\$1,222.26
Employee/Child	5	\$1,366.12	2	\$1,089.95	0	\$1,082.25
Family	9	\$2,160.93	1	\$1,724.08	0	\$1,711.90
	32	\$42,127.94	8	\$6,888.03		\$1,185.18
Level II UW Rates		\$50,201.15				

Coverage highlights are provided for easy-to-follow comparative purposes only and should not be relied on as absolute. For details of coverage provisions, limitations, conditions and exclusions, please refer to the health carriers plan design or your policy.

Quoted premiums are based on census information provided only. Final rates are subject to underwriting review.

***Group rate assumes movement from UHC CORE to BCBS PPO.**