



240 S. Illinois Route 59, Bartlett, Illinois 60103

Rescheduled Meeting of the Township Board
January 9, 2018
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 – SP4 J.D. Rucker, Jr.
 - B. Immanuel United Church of Christ, Streamwood
 - C. Communities that Care
 - D. Jewel-Osco, Streamwood Store #3268
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Trustees’ Committee Reports
 - E. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of December 19, 2017
 - B. Resolution to Adopt a Policy to Prohibit Sexual Harassment
 - C. Authorization to Purchase a Replacement Phone System
- 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: J. D. RUCKER, JR

ADDRESS: 1425 LAUREL OAKS DRIVE

CITY/ZIP CODE: STREAMWOOD, IL 60107

PHONE #: 847-848-2963

EMAIL ADDRESS: jd rucker jr 9@gmail.com

DATE OF BIRTH: 11/9/1949

BRANCH OF SERVICE: ARMY RANK AT DISCHARGE: SP4 class

YEARS OF SERVICE: FROM 1971 TO 1975

MEDALS AWARDED OR OTHER CITATIONS:
markmanship - 45, MILC, TANK CREWMAN.

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 12/19/17 - 1/9/18

	Subtotal	Alexian Invoices	Total
Total Town Fund	42,713.99	90.61	42,804.60
Total Senior Center	43,029.49		43,029.49
Total Welfare Services	10,545.63		10,545.63
Total Road Maintenance	9,463.33		9,463.33
Total Mental Health Board	131,061.94		131,061.94
Total Retirement	-		
Total Vehicle	58,611.38		58,611.38
Total Capital	3,738.00		3,738.00
Total All Funds	299,163.76	90.61	299,254.37

The above "Subtotal" column has been approved for payment this 9th day of January.

The above "Total" column has been approved for payment this 9th day of January.

Supervisor

Town Clerk

Supervisor

Town Clerk

Trustee

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CAP · Capital Expenditures					
1014410 · Equipment Purchases					
Check	01/05/2018	124401	A1 Trophies & Awards	Inv# 11810 Entrance Board Plates (15) / Name Badges (3)	408.62
Check	01/05/2018	124421	Leaf (618-004)	Inv# 7992485 Copier Lease - Town Hall	328.00
Total 1014410 · Equipment Purchases					736.62
1014430 · Computer Equipment & Software					
Check	01/05/2018	124439	ProxiT Technology Solutions	Inv# 18992 Network Labor - January	2,720.00
Check	01/05/2018	124439	ProxiT Technology Solutions	Inv# 18933 Network Labor - October	2,527.50
Check	01/05/2018	124439	ProxiT Technology Solutions	Inv# 18959 Network Labor - November	1,258.75
Total 1014430 · Computer Equipment & Software					6,506.25
Total 101CAP · Capital Expenditures					7,242.87
101CHN · Community Health					
1014454 · Travel & Training					
Check	12/19/2017	124090	Arriola, Stacy A	UIC Practice Partner Peoria Conference Mileage Reimbursement	194.36
Total 1014454 · Travel & Training					194.36
1014455 · Dues, Subs & Publications					
Check	01/05/2018	124414	Focus on Healthy Aging	Magazine Subscription Renewal	28.00
Total 1014455 · Dues, Subs & Publications					28.00
1014457 · Furniture and Computer Equip					
Check	12/19/2017	124097	Leaf (478-001)	Inv# 7941610 LL Copier Lease	115.50
Total 1014457 · Furniture and Computer Equip					115.50
1014459 · Professional Services					
Check	12/19/2017	124089	Alexian Brothers Health System	Acct# G.9319 Patient Lab	90.61
Total 1014459 · Professional Services					90.61
1014466 · Communications					
Check	01/05/2018	124438	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges 12/19-1/18	52.75
Total 1014466 · Communications					52.75
1014492 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	85.62
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 1014492 · Dental, Vision & Life Insurance					95.80
Total 101CHN · Community Health					577.02
101CVA · Community & Veteran Affairs					

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
101CMA - Community Relations					
1014611 - Education & Training					
Check	01/05/2018	124413	Elgin Hispanic Network	Network Membership - T. Kuttenberg	40.00
	Total 1014611 - Education & Training				40.00
1014614 - Printing					
Check	01/05/2018	124404	Braden Interact Business (Jay St)	Inv# 458220 Copy Charges	14.05
	Total 1014614 - Printing				14.05
1014617 - Equipment & Furniture					
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 05256000074517 Water Machine Rental	29.95
	Total 1014617 - Equipment & Furniture				29.95
1014619 - Office Supplies					
Check	01/05/2018	124428	Staples	Inv# 3362862979 Copy Paper/Pens	85.37
	Total 1014619 - Office Supplies				85.37
1014621 - Satellite Office Utilities					
Check	01/05/2018	124409	City of Elgin	Acct# 413720-6423 Water Monthly Charges 11/9-12/7	7.33
Check	01/05/2018	124410	Com Ed 010	Acct# 6997418010 Monthly Charges	167.45
	Total 1014621 - Satellite Office Utilities				174.78
1014623 - Satellite Office Phone & Intrnt					
Check	01/05/2018	124394	Kuttenberg, Thomas W	Monthly Cell Phone Reimbursement	50.00
Check	01/05/2018	124399	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	95.71
Check	01/05/2018	124408	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 1/4-2/3	199.35
	Total 1014623 - Satellite Office Phone & Intrnt				345.06
1014625 - Communications					
Check	01/05/2018	124411	Easy Permit Postage	Hanover Happenings Postage Conf#4115875	7,572.76
	Total 1014625 - Communications				7,572.76
1014627 - Community Affairs					
Check	12/19/2017	124087	Bartlett Chamber of Commerce	Inv# 3254 Annual Membership	410.00
Check	01/05/2018	124433	Township Officials of Cook Co-Trustee Div	Trustees Division Meeting (3)	45.00
	Total 1014627 - Community Affairs				455.00
1014629 - Dues and Subscriptions					
Check	01/05/2018	124418	Izaak Walton League	Member Renewal - T. Kuttenberg	59.00
	Total 1014629 - Dues and Subscriptions				59.00
1014692 - Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	126.68

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	8.15
			Total 1014692 · Dental, Vision & Life Insurance		134.83
			Total 101CMA · Community Relations		8,910.80
			101VET · Veteran Affairs		
			1014704 · Supplies		
Check	01/05/2018	124428	Staples	Inv# 3362862979 Deskpad/Pens	21.78
			Total 1014704 · Supplies		21.78
			Total 101VET · Veteran Affairs		21.78
			Total 101CVA · Community & Veteran Affairs		8,932.58
			101ES · ES - Expenditures		
			1014803 · Uniforms		
Check	01/02/2018	124245	Bartlett Sports	Inv# 4723 Uniform Caps(8)/Shirts (13)	335.00
Check	01/02/2018	124245	Bartlett Sports	Inv# 4718 Uniform Shirts (3)/Sweatshirt (3)	125.50
			Total 1014803 · Uniforms		460.50
			1014813 · Vehicle Fuel & Maintenance		
Check	12/26/2017	124211	Village of Hanover Park (Fuel)	Inv# 2017-475 November 2017 Fuel	405.01
Check	01/05/2018	124434	Village of Hanover Park (Fuel)	Inv# 2017-473 October 2017 Fuel	463.89
			Total 1014813 · Vehicle Fuel & Maintenance		868.90
			1014814 · Communications		
Check	12/26/2017	124206	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges 12/18 - 01/17	142.62
Check	01/05/2018	124438	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges 12/19-1/18	92.11
			Total 1014814 · Communications		234.73
			1014892 · Dental, Vision & Life Insurance		
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	157.99
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	13.41
			Total 1014892 · Dental, Vision & Life Insurance		171.40
			Total 101ES · ES - Expenditures		1,735.53
			101ISE · Insurance & Employee Benefits		
			1014507 · Flex Plan & 457 Plan		
Check	01/05/2018	124429	TASC	Inv# IN1178260 FSA Admin Fees	92.34
			Total 1014507 · Flex Plan & 457 Plan		92.34
			Total 101ISE · Insurance & Employee Benefits		92.34
			101MAIN · Facilities Maintenance		

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
1014202 · Office Supplies					
Check	01/05/2018	124428	Staples	Inv# 3362862905 Binders (10)	19.90
Check	01/05/2018	124428	Staples	Inv# 3362201620 Deskpad	29.95
Total 1014202 · Office Supplies					49.85
1014205 · Janitorial Supplies					
Check	01/02/2018	124244	Bade Supply	Inv# 300318 Toilet Tissue/ Paper/ Gloves	350.98
Check	01/02/2018	124244	Bade Supply	Inv# 30545 Liners/Towels/Toilet tissue	549.71
Check	01/02/2018	124244	Bade Supply	Inv# 300593 Facial tissue/Can Liners	72.70
Check	01/02/2018	124244	Bade Supply	Inv# 300723 Paper towels/Wipes/Toilet tissue/Can Liners	376.42
Total 1014205 · Janitorial Supplies					1,349.81
1014208 · Housekeeping Contract					
Check	01/02/2018	124257	Perfect Cleaning Service, Inc.	Inv# 45949 Monthly Cleaning - Senior December 2017	1,210.00
Total 1014208 · Housekeeping Contract					1,210.00
1014209 · Building Contracts					
Check	01/02/2018	124247	Climatemp Service Group, LLC	Inv# 4311217 Preventative Maint Svc Dec 17 - Feb 18	801.00
Check	01/02/2018	124254	Orkin Pest Control (Senior)	Inv# 164663091 Pest Control December	79.70
Check	01/02/2018	124255	Orkin Pest Control (Town)	Inv# 164663115 Pest Control December	69.14
Check	01/02/2018	124262	Tyco Integrated Security LLC	Inv# 29743684 Semi-Annual Billing 01/01/18 - 06/30/18 - Town	357.57
Check	01/02/2018	124263	Tyco Integrated Security LLC	Inv# 29744143 Quarterly Billing 01/01/18 - 03/31/18 - YFS	274.13
Check	01/02/2018	124267	Orkin Pest Control (IWC)	Inv# 163408357 Pest Control IWC December	66.57
Check	01/02/2018	124268	Orkin Pest Control (Astor)	Inv# 164663102 Pest Control December	57.06
Total 1014209 · Building Contracts					1,705.17
1014210 · Building Maintenance - Town					
Check	12/19/2017	124100	The Home Depot	Inv# 40348 Records Room Remodel Supplies	73.93
Check	12/19/2017	124100	The Home Depot	Inv# 8040503 Records Room Remodel Supplies	240.98
Check	12/19/2017	124100	The Home Depot	Inv# 3040703 Records Room Remodel Supplies	63.28
Check	12/19/2017	124100	The Home Depot	Inv# 31040819 Records Room Remodel Supplies	25.41
Check	12/19/2017	124100	The Home Depot	Inv# 34632 Records Room Remodel Supplies	35.39
Check	12/19/2017	124100	The Home Depot	Inv# 4021044 Knob	5.96
Check	01/02/2018	124253	Menard's	Inv# 40022 2-3/8"X1 1/2 GA SM CH 33D, Box Handling Glove, 5/16"X5-1/4"...	19.98
Check	01/02/2018	124253	Menard's	Inv# 42642 Hexkey Set, Drano, 48" 32 W 3500K T8	50.96
Check	01/02/2018	124253	Menard's	Inv# 42985 Carton Cutter, Flash Drive, Twisted Seal	34.86
Check	01/05/2018	124423	Menard's- Hanover Park	Inv# 77500 Washer Kit	3.51
Total 1014210 · Building Maintenance - Town					554.26
1014212 · Building Maintenance - Astor					
Check	12/19/2017	124100	The Home Depot	Inv# 7011789 Lithium Battery	71.82
Total 1014212 · Building Maintenance - Astor					71.82
1014214 · Equipment Maintenance - Senior					

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/02/2018	124258	Cummins NPower, LLC	Inv# 711-14399 Gernerator Relay Repair	293.19
Total 1014214 · Equipment Maintenance - Senior					293.19
1014219 · Vehicle Fuel - Town					
Check	12/26/2017	124211	Village of Hanover Park (Fuel)	Inv# 2017-475 November 2017 Fuel	578.08
Check	01/05/2018	124434	Village of Hanover Park (Fuel)	Inv# 2017-473 October 2017 Fuel	372.72
Total 1014219 · Vehicle Fuel - Town					950.80
1014225 · Grounds/Reserve Maintenance					
Check	01/02/2018	124266	Martin Implement Sales, Inc	Inv# T13203 61" Riding Mower Maint	960.40
Check	01/02/2018	124266	Martin Implement Sales, Inc	Inv# T13204 52" Walk-behind Mower Maint	980.04
Check	01/05/2018	124427	Sam's Club (Town 0487 6)	Inv# 00000 Ice Melt (50 lbs.)	434.00
Total 1014225 · Grounds/Reserve Maintenance					2,374.44
1014227 · Miscellaneous					
Check	01/02/2018	124256	Newport Printing Services	Inv# 8913 Large Laminated Dry Erase Maps (2)	253.00
Total 1014227 · Miscellaneous					253.00
1014292 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	253.36
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	28.51
Total 1014292 · Dental, Vision & Life Insurance					281.87
Total 101MAIN · Facilities Maintenance					9,094.21
101PAN · Pantry					
1014161 · Utilities					
Check	01/05/2018	124435	Village of Hanover Park	Acct# 3940-001 Water/Sewer	84.16
Total 1014161 · Utilities					84.16
1014192 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	274.83
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	13.41
Total 1014192 · Dental, Vision & Life Insurance					288.24
Total 101PAN · Pantry					372.40
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	01/02/2018	124243	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges 12/16/17 - 01/15/18	43.73
Total 1014402 · Telephone - Town					43.73
1014405 · Internet Access - Town					

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124407	Comcast (607)	Acct# 8771 10 083 0128607 Monthly Internet Charges12/23-1/22	249.85
Total 1014405 · Internet Access - Town					249.85
1014416 · Equipment Rental - Town					
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 052560000074518 Water Machine Rental	29.95
Total 1014416 · Equipment Rental - Town					29.95
Total 101THE · Town Hall Expense					323.53
101TOE · Town Office Expense					
1014401 · Postage					
Check	01/05/2018	124411	Easy Permit Postage	Acct 8000-9090-0585-2392 Postage	480.32
Total 1014401 · Postage					480.32
1014404 · Office Supplies					
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 052560000077296 Coffee (1 Box) 12.18.17	142.87
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 052560000032515 Water Filter Change 5.4.17	70.85
Check	01/05/2018	124406	Canteen Refreshment Services	Tax Exempt Inv 052560000032515	-5.85
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 05256000066328 Water Filter Change 11.28.17	81.75
Check	01/05/2018	124406	Canteen Refreshment Services	Tax Exempt Inv 05256000066328	-6.75
Check	01/05/2018	124406	Canteen Refreshment Services	Inv# 052560000040561 Coffee (1 Box) 6.26.17	194.28
Check	01/05/2018	124406	Canteen Refreshment Services	Tax Exempt Inv 052560000040561	-4.28
Check	01/05/2018	124426	P.F. Pettibone & Co	Inv# 173622 Minute Book Cover/Sheets	215.95
Check	01/05/2018	124426	P.F. Pettibone & Co	Inv# 173577 Township Seal	62.95
Check	01/05/2018	124428	Staples	Inv# 3360008273 Wide Rule Pads/Interoffice Envelopes/Sealer	51.06
Check	01/05/2018	124428	Staples	Inv# 3359366507 Toner	70.99
Check	01/05/2018	124428	Staples	Inv# 3362862905 Perferated Pads/Post Its/Staples/Receipt Book	102.48
Check	01/05/2018	124428	Staples	Inv# 3362201620 Hi Liters/Ink	41.24
Check	01/05/2018	124428	Staples	Inv# 3362201618 Rolling Storage Cart	50.29
Total 1014404 · Office Supplies					1,067.83
1014406 · Printing					
Check	01/02/2018	124252	Kwik Print	Inv# 61254 Business Cards (3 Sets)	125.70
Total 1014406 · Printing					125.70
1014412 · Travel Expenses					
Check	01/05/2018	124395	Imperato, Alexandra M	Mileage Reimbursement November	20.86
Check	01/05/2018	124395	Imperato, Alexandra M	Mileage Reimbursement December	31.35
Check	01/05/2018	124397	Callahan, Suzanna M	Mileage Reimbursement	10.06
Total 1014412 · Travel Expenses					62.27
1014424 · Education & Training					
Check	01/05/2018	124398	Arriola, Stacy A	Tuition Reimbursement	2,500.00
Total 1014424 · Education & Training					2,500.00

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
1014429 · Miscellaneous					
Check	01/05/2018	124401	A1 Trophies & Awards	Inv# 11766 Appreciation Plaque	69.95
Check	01/05/2018	124401	A1 Trophies & Awards	Inv# 11787 Name Plate	13.95
Check	01/05/2018	124430	Town & Country Gardens	Inv# 449511/1 Bereavement Flowers	95.00
Total 1014429 · Miscellaneous					178.90
1014530 · Financial Administration					
Check	01/05/2018	124416	Governmental Accounting, Inc	Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
1014592 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	256.87
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	31.57
Total 1014592 · Dental, Vision & Life Insurance					288.44
Total 101TOE · Town Office Expense					9,732.06
104ASR · Assessor's Division					
1044407 · Printing					
Check	01/05/2018	124419	Kwik Print	Inv# 61295 Envelopes (1,000)	124.60
Total 1044407 · Printing					124.60
1044419 · Training					
Check	12/26/2017	124210	Smogolski, Thomas S	Training Reimbursement	50.00
Total 1044419 · Training					50.00
1044426 · Miscellaneous					
Check	12/26/2017	124210	Smogolski, Thomas S	Employee Appreciation Lunch	179.80
Total 1044426 · Miscellaneous					179.80
1044492 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	359.08
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	18.33
Total 1044492 · Dental, Vision & Life Insurance					377.41
Total 104ASR · Assessor's Division					731.81
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	01/02/2018	124251	Job Giraffe	Inv# H 00226218 Part Time Temp Help	777.56
Check	01/02/2018	124251	Job Giraffe	Inv# H 00226230 Part Tlme Temp Help	622.05
Check	01/02/2018	124251	Job Giraffe	Inv# H 00226313 Part Tlme Temp Help	622.05

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
	Total 1094608 · Salaries				2,021.66
Check	01/02/2018	124232	IABH	Inv# 0198 CGTI Mid-Year Conference - Parquette	60.00
	Total 1094611 · Education & Training				60.00
	1094692 · Dental, Vision & Life Insurance				
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	171.24
Check	01/05/2018	124424	NCPERS	Billing# 57851117 Monthly Premium January	16.00
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	28.51
	Total 1094692 · Dental, Vision & Life Insurance				215.75
	Total 109ADM · Administration & Clinical				2,297.41
	109OUT · Outreach & Prevention				
	1094627 · Open Gym Program.				
Check	01/02/2018	124237	RZ Disc Jockey Services Reginald Zollicof	DJ for 1/4/18 Tefft Middle School Open Gym	350.00
Check	01/02/2018	124238	School District U-46	Open Gym Sites For Winter Break	458.32
	Total 1094627 · Open Gym Program.				808.32
	1094643 · Education & Training				
Check	01/02/2018	124232	IABH	Inv# 0198 CGTI Mid-Year Conference Cohen/Dickinson	120.00
	Total 1094643 · Education & Training				120.00
	1094651 · Cellphones				
Check	01/05/2018	124438	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges 12/19-1/18	211.00
	Total 1094651 · Cellphones				211.00
	1094792 · Dental, Vision & Life Insurance				
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	498.72
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	34.80
	Total 1094792 · Dental, Vision & Life Insurance				533.52
	Total 109OUT · Outreach & Prevention				1,672.84
	Total 109YFS · Youth & Family Services				3,970.25
	Total 1014 · Town Fund - Expenditures				42,804.60
	1104 · Senior Center - Expenditures				
	1104ADM · Administration				
	1104525 · Telephone & High Speed Internet				
Check	01/05/2018	124438	Verizon Wireless (00002)	Acct# 742025529-00002 Monthly Charges 12/19-1/18	116.64
	Total 1104525 · Telephone & High Speed Internet				116.64

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
1104527 · Equipment					
Check	12/19/2017	124097	Leaf (478-001)	Inv# 7941610 LL Copier Lease	115.50
Check	12/26/2017	124221	Leaf (618-007)	Inv# 7957799 Color Copier Lease	312.68
Check	01/05/2018	124420	Leaf (618-003)	Inv# 8008761 Postage Machine Lease	87.00
Total 1104527 · Equipment					515.18
1104528 · Office Supplies					
Check	12/26/2017	124212	Accurate Office Supply Co	Inv# 426659 Pencil Cup/Heavy Duty Hole Punch/Pens/Coffee/Tea	139.78
Check	12/26/2017	124220	Kwik Print	Inv# 61173 2-Sided Business Cards (500)	74.50
Total 1104528 · Office Supplies					214.28
1104539 · Miscellaneous					
Check	01/05/2018	124427	Sam's Club (Town 0487 6)	Account Charges	10.48
Total 1104539 · Miscellaneous					10.48
1104592 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	520.96
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	61.11
Total 1104592 · Dental, Vision & Life Insurance					582.07
Total 1104ADM · Administration					1,438.65
1104NUT · Nutrition					
1105550 · Congregate Salaries					
Check	12/26/2017	124213	All Team Staffing	Inv# 10-22000497 Part Time Temp Help	1,387.93
Check	12/26/2017	124213	All Team Staffing	Inv# 10-22000540 Part Time Temp Help	1,562.67
Check	01/02/2018	124242	All Team Staffing	Inv# 10-22000575 Part Time Temp Help	544.19
Check	01/05/2018	124400	All Team Staffing	Inv# 10-22000600 Part Time Temp Help	1,098.37
Total 1105550 · Congregate Salaries					4,593.16
1105551 · Congregate Food					
Check	12/19/2017	124092	Get Fresh Produce, Inc	Inv# 02726592 Congregate Food	81.23
Check	12/19/2017	124092	Get Fresh Produce, Inc	Inv# 02728856 Congregate Food	55.50
Check	12/19/2017	124095	Highland Baking Company	Inv# 1565452 Congregate Food	24.43
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02729834 Congregate Food	65.03
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02732070 Congregate Food	61.23
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02730907 Congregate Food	66.58
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02734063 Congregate Food	93.35
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02735265 Congregate Food	76.00
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02736121 Congregate Food	72.80
Check	12/26/2017	124218	Gordon Food Service	Inv# 182389418 Congregate Food	550.48
Check	12/26/2017	124218	Gordon Food Service	Inv# 182549477 Congregate Food	822.94
Check	12/26/2017	124218	Gordon Food Service	Inv# 182704983 Congregate Food	471.77
Check	12/26/2017	124218	Gordon Food Service	CREDIT Inv# 182549477 Congregate Food	-9.56
Check	12/26/2017	124219	Highland Baking Company	Inv# 1567408 Congregate Food	27.19
Check	12/26/2017	124219	Highland Baking Company	Inv# 1568546 Congregate Food	12.32

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	12/26/2017	124219	Highland Baking Company	Inv# 1571514 Congregate Food	15.76
Check	12/26/2017	124219	Highland Baking Company	Inv# 1572621 Congregate Food	18.59
Check	12/26/2017	124226	Perri {1}, Marilyn	Congregate Food	8.54
Check	01/02/2018	124246	Canteen Refreshment Services	Inv# 05256000075406 Coffee	41.95
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02741181 Congregate Food	62.50
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02742200 Congregate Food	18.88
Check	01/02/2018	124250	Highland Baking Company	Inv# 1577361 Congregate Food	25.29
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02737813 Congregate Food	226.32
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2737002 Congregate Food	35.10
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2742200 Congregate Food	18.88
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743058 Congregate Food	24.87
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743826 Congregate Food	59.98
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2745946 Congregate Food	22.48
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2746580 Congregate Food	31.52
Check	01/05/2018	124417	Highland Baking Company	Inv# 1582158 Congregate Food	29.61
Total 1105551 · Congregate Food					3,111.56
1105553 · Congregate Supplies					
Check	12/19/2017	124098	Mickey's Linen	Inv# 7043504 Congregate Supplies	25.71
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02729834 Congregate Supplies	23.50
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02734063 Congregate Supplies	41.90
Check	12/26/2017	124218	Gordon Food Service	Inv# 182389418 Congregate Supplies	59.15
Check	12/26/2017	124218	Gordon Food Service	Inv# 182549477 Congregate Supplies	30.15
Check	12/26/2017	124218	Gordon Food Service	Inv# 182704983 Congregate Supplies	137.45
Check	12/26/2017	124224	Mickey's Linen	Inv# 7031587 Congregate Supplies	22.83
Check	12/26/2017	124224	Mickey's Linen	Inv# 7044693 Congregate Supplies	20.37
Check	12/26/2017	124226	Perri {1}, Marilyn	Congregate Supplies	6.40
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743826 Congregate Supplies	11.75
Check	01/05/2018	124422	Mickey's Linen	Inv# 7046842 Congregate Supplies	22.21
Check	01/05/2018	124422	Mickey's Linen	Inv# 7045790 Congregate Supplies	20.37
Total 1105553 · Congregate Supplies					421.79
1105556 · Home Deliver Meals Salaries					
Check	01/02/2018	124242	All Team Staffing	Inv# 10-22000575 Part Time Temp Help	544.18
Total 1105556 · Home Deliver Meals Salaries					544.18
1105558 · Home Delivered Meals Food					
Check	12/19/2017	124092	Get Fresh Produce, Inc	Inv# 02726592 HDM Food	81.22
Check	12/19/2017	124092	Get Fresh Produce, Inc	Inv# 02728856 HDM Food	55.50
Check	12/19/2017	124095	Highland Baking Company	Inv# 1565452 HDM Food	24.42
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02729834 HDM Food	65.02
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02732070 HDM Food	61.22
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02730907 HDM Food	66.57
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02734063 HDM Food	93.35
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02735265 HDM Food	76.00
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02736121 HDM Food	72.80
Check	12/26/2017	124218	Gordon Food Service	Inv# 182389418 HDM Food	550.48

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	12/26/2017	124218	Gordon Food Service	Inv# 182549477 HDM Food	822.93
Check	12/26/2017	124218	Gordon Food Service	Inv# 182704983 HDM Food	471.76
Check	12/26/2017	124218	Gordon Food Service	CREDIT Inv# 182549477 HDM Food	-9.55
Check	12/26/2017	124219	Highland Baking Company	Inv# 1567408 HDM Food	27.19
Check	12/26/2017	124219	Highland Baking Company	Inv# 1568546 HDM Food	12.35
Check	12/26/2017	124219	Highland Baking Company	Inv# 1571514 HDM Food	15.75
Check	12/26/2017	124219	Highland Baking Company	Inv# 1572621 HDM Food	18.59
Check	12/26/2017	124226	Perri {1}, Marilyn	HDM Food	8.54
Check	12/26/2017	124226	Perri {1}, Marilyn	HDM Food	4.57
Check	12/26/2017	124226	Perri {1}, Marilyn	HDM Food	5.09
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02741181 HDM Food	67.50
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02742200 HDM Food	18.88
Check	01/02/2018	124250	Highland Baking Company	Inv# 1577361 HDM Food	25.29
Check	01/02/2018	124249	Get Fresh Produce, Inc	Inv# 02737813 HDM Food	226.32
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2737002 HDM Food	35.10
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2742200 HDM Food	18.87
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743058 HDM Food	24.87
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743826 HDM Food	59.97
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2745946 HDM Food	22.47
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2746580 HDM Food	31.53
Check	01/05/2018	124417	Highland Baking Company	Inv# 1582158 HDM Food	29.61
Total 1105558 · Home Delivered Meals Food					3,084.21
1105560 · Home Delivered Meals Supplies					
Check	12/19/2017	124098	Mickey's Linen	Inv# 7043504 HDM Supplies	25.70
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02729834 HDM Supplies	23.50
Check	12/26/2017	124217	Get Fresh Produce, Inc	Inv# 02734063 HDM Supplies	23.50
Check	12/26/2017	124218	Gordon Food Service	Inv# 182389418 HDM Supplies	59.15
Check	12/26/2017	124218	Gordon Food Service	Inv# 182549477 HDM Supplies	30.14
Check	12/26/2017	124218	Gordon Food Service	Inv# 182704983 HDM Supplies	137.44
Check	12/26/2017	124224	Mickey's Linen	Inv# 7031587 HDM Supplies	22.82
Check	12/26/2017	124224	Mickey's Linen	Inv# 7044693 HDM Supplies	20.36
Check	12/26/2017	124226	Perri {1}, Marilyn	HDM Supplies	10.70
Check	01/05/2018	124415	Get Fresh Produce, Inc	Inv# 2743826 HDM Supplies	11.75
Check	01/05/2018	124422	Mickey's Linen	Inv# 7046842 HDM Supplies	22.20
Check	01/05/2018	124422	Mickey's Linen	Inv# 7045790HDM Supplies	20.36
Total 1105560 · Home Delivered Meals Supplies					407.62
1105792 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Total 1105792 · Dental, Vision & Life Insurance					42.81
Total 1104NUT · Nutrition					12,205.33
1104SOC · Programs & Services					
1104514 · Weekend Programming					
Check	12/19/2017	124094	Bill Helmuth	Inv# 121417 Senior Presentation - Pacific Isles 01/20/18	200.00

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	12/19/2017	124094	Bill Helmuth	Inv# 121417 Senior Presentation - Pakistan 02/10/18	200.00
Total 1104514 · Weekend Programming					400.00
1104515 · Programming					
Check	12/19/2017	124091	Barnett, Barbara	Inv# 010418 Senior Presentation - History of Speculative Fiction	175.00
Check	12/19/2017	124093	Robert Girardi	Senior Presentation - Chicago and the Memory of the Civil War	125.00
Check	12/19/2017	124096	Steve Justman	Senior Center Music Program 01/18/18	150.00
Check	12/19/2017	124101	Mary Vandeenboom	Yoga Class Instruction 12/5/17	35.00
Check	12/26/2017	124222	Let Me Arrange It! Inc.	Senior Transportation - Starved Rock 01/18/18	920.00
Check	12/26/2017	124223	Let Me Arrange It! Inc.	Senior Transportation - Auto Show & Planetarium 02/14/18	799.00
Check	01/02/2018	124228	Broadway in Chicago	Cont# 186043 Senior Trip - Hamilton 6/27/18	2,782.00
Check	01/02/2018	124230	Sara Drower	Inv# 122917 Senior Presentation - Who Really Discovered America	100.00
Check	01/02/2018	124231	Jim Gibbons	History Unveiled Presentation 2/15/18	275.00
Check	01/02/2018	124234	Marriott Theatre in Lincolnshire	26 tickets to Ragtime 03/07/18	962.00
Check	01/02/2018	124260	Taoist Tai Chi Society	Inv# 123017 Classes Oct-Dec 2017	250.00
Check	01/02/2018	124261	Tranquility Yoga Studio	Yoga Class Instruction Jan/Feb 2018	2,340.00
Check	01/05/2018	124390	Murrell, Devona	Card Making Class Supplies	131.00
Check	01/05/2018	124403	Broadway in Chicago	Contract# 186044 Senior Trip - Hamilton (56)	5,992.00
Check	01/05/2018	124427	Sam's Club (Town 0487 6)	Inv# 009887 Creamer/Coffee/Cups/Utensils/Napkins	257.57
Total 1104515 · Programming					15,293.57
1104516 · Social Services					
Check	01/02/2018	124229	Domingo, Frances	National Caregiver Month & Adopt a Senior Supplies	62.75
Total 1104516 · Social Services					62.75
1104520 · Volunteer Services					
Check	01/02/2018	124233	Alan Lenoci	Home Delivered Meals Mileage Reimbursement	64.95
Check	01/02/2018	124235	William Riccio	Home Delivered Meals Mileage Reimbursement	27.29
Check	01/02/2018	124236	Phil Roth	Home Delivered Meals Mileage Reimbursement	36.38
Check	01/02/2018	124239	Charles Valerio	Home Delivered Meals Mileage Reimbursement	24.08
Check	01/02/2018	124240	Joanne Watson	Home Delivered Meals Mileage Reimbursement	48.15
Check	01/02/2018	124241	Stanley Winke	Home Delivered Meals Mileage Reimbursement	112.35
Check	01/02/2018	124264	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement	14.45
Check	01/02/2018	124265	Steve Maly	Home Delivered Meals Mileage Reimbursement	18.19
Check	01/05/2018	124391	Reni Stepien	Home Delivered Meals Mileage Reimbursement Nov	71.32
Check	01/05/2018	124391	Reni Stepien	Home Delivered Meals Mileage Reimbursement Dec	65.21
Check	01/05/2018	124392	Steve Gibson	Home Delivered Meals Mileage Reimbursement	40.13
Check	01/05/2018	124393	Carla Fruhauf	Home Delivered Meals Mileage Reimbursement	42.80
Total 1104520 · Volunteer Services					565.30
1104526 · Club 59					
Check	12/26/2017	124216	Eagle Printing and Graphics	Club 59 March/April 2018 Newsletter Postage	2,413.32
Total 1104526 · Club 59					2,413.32
1104532 · Visual Arts					
Check	12/19/2017	124099	Emily Rose Davis	Gingerbread House Class Materials	101.61

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	12/26/2017	124214	Blick Art Materials	Inv# 8666783 Art Supplies	59.30
Check	12/26/2017	124225	Midwest Ceramic Art Supply	Ceramic Supplies 12/18/17	160.04
Check	01/05/2018	124389	Luanne Widzisz	Yoga Retreat Craft Supplies	65.31
Check	01/05/2018	124402	Blick Art Materials	Inv# 8703143 Art Supplies	42.41
Total 1104532 · Visual Arts					428.67
Total 1104SOC · Programs & Services					19,163.61
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	12/26/2017	124207	Complete Fleet Services Inc.	Inv# 15150 Bus# 126 Rear Brakes/Pads/Rotors/Calipers	1,630.28
Check	12/26/2017	124207	Complete Fleet Services Inc.	Inv# 15151 Bus# 116 Exhaust Repair/Chair Lift Repair	1,225.72
Check	01/05/2018	124405	Complete Fleet Services Inc.	Inv# 15217 Bus 126 Alternator/Battery Replacement	588.00
Total 1104518 · Vehicle Maintenance					3,444.00
1104550 · Telephone					
Check	01/05/2018	124436	Verizon Wireless	Inv# 9798312888 Monthly Charges 12/19-1/18	421.28
Total 1104550 · Telephone					421.28
1104551 · Training					
Check	12/26/2017	124227	Steininger, Linda	CDL License	51.18
Total 1104551 · Training					51.18
1104552 · Fuel					
Check	12/26/2017	124211	Village of Hanover Park (Fuel)	Inv# 2017-475 November 2017 Fuel	2,803.38
Check	01/05/2018	124434	Village of Hanover Park (Fuel)	Inv# 2017-473 October 2017 Fuel	2,971.68
Total 1104552 · Fuel					5,775.06
1104692 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	474.88
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	55.50
Total 1104692 · Dental, Vision & Life Insurance					530.38
Total 1104TRN · Transportation					10,221.90
Total 1104 · Senior Center - Expenditures					43,029.49
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024202 · Office Supplies					
Check	12/19/2017	124088	Staples	Inv# 3361652912 Toner/Labels/Business Cards	250.18
Check	01/02/2018	124259	Staples	Inv# 3362201619 Toner/Binder/Staples	145.91
Check	01/05/2018	124428	Staples	Inv# 3362862906 5 Tab Divider	169.82
Check	01/05/2018	124428	Staples	Inv# 3362862907 Toner	83.99
Check	01/05/2018	124441	Sam's Club (WS 6382 9)	Inv# 000378 Coffee/Cups/Supplies	147.82

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124441	Sam's Club (WS 6382 9)	Inv# 000378 Printer Ink	488.88
Total 2024202 · Office Supplies					1,286.60
2024204 · Equipment					
Check	01/02/2018	124246	Canteen Refreshment Services	Inv# 052560000074474 Water Machine Rental	29.95
Check	01/02/2018	124248	Comcast (WS)	Acct 8771 10 085 0097898 Monthly Cable & Internet Charges 12/25 - 01/24	159.26
Total 2024204 · Equipment					189.21
2024510 · Miscellaneous					
Check	01/05/2018	124441	Sam's Club (WS 6382 9)	Inv# 00379 Food Pantry Bags (To be Reimbursed)	367.06
Total 2024510 · Miscellaneous					367.06
2024592 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	109.29
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 2024592 · Dental, Vision & Life Insurance					119.47
Total 2024ADM · Administration					1,962.34
2024HOM · Home Relief					
2024102 · Rent					
Check	01/03/2018	4582	Squire Village	January 2018 Rent	102.00
Check	01/03/2018	4587	Angie Hoeltzer	January 2018 Rent	450.00
Check	01/03/2018	4588	James Susman	January 2018 Rent	650.00
Check	01/03/2018	4592	Jason Ludwig	January 2018 Rent	700.00
Check	01/03/2018	4593	Oak Ridge Townes	January 2018 Rent	450.00
Check	01/03/2018	4598	Cynthia Wheelock	January 2018 Rent	500.00
Check	01/03/2018	4599	Bartlett Green 5	January 2018 Rent	150.21
Check	01/03/2018	4601	State Farm - Bartlett	Home Insurance Assistance	21.33
Check	01/03/2018	4606	Allen Back	January 2018 Rent	450.00
Total 2024102 · Rent					3,473.54
2024103 · Utilities					
Check	01/03/2018	4581	Com Ed	Utility Assistance	77.00
Check	01/03/2018	4583	NICOR	Utility Assistance	114.64
Check	01/03/2018	4584	Village of Streamwood	Utility Assistance	40.32
Check	01/03/2018	4590	NICOR	Utility Assistance	60.00
Check	01/03/2018	4591	Com Ed	Utility Assistance	73.70
Check	01/03/2018	4594	Com Ed	Utility Assistance	14.42
Check	01/03/2018	4595	City of Elgin	Utility Assistance	35.58
Check	01/03/2018	4596	Village of Streamwood	Utility Assistance	153.57
Check	01/03/2018	4597	Com Ed	Utility Assistance	158.57
Check	01/03/2018	4600	Com Ed	Utility Assistance	70.41
Check	01/03/2018	4602	Village of Bartlett	Utility Assistance	71.83
Check	01/05/2018	4607	Village of Streamwood	Utility Assistance	362.16

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Total 2024103 · Utilities					1,232.20
2024105 · Personal Essentials					
Check	01/03/2018	4604	Walmart	Personal Essential Items (9)	1,250.00
Total 2024105 · Personal Essentials					1,250.00
2024106 · Travel Expenses					
Check	01/03/2018	4580	Allstate Fire & Casualty Insurance	Auto Insurance Assistance	50.00
Check	01/03/2018	4589	State Farm Insurance	Auto Insurance Assistance	89.43
Check	01/03/2018	4601	State Farm - Bartlett	Auto Insurance Assistance	65.01
Check	01/03/2018	4605	BP Gas Station	Fuel Assistance Card (8)	375.00
Total 2024106 · Travel Expenses					579.44
2024119 · Emergency Assistance					
Check	12/20/2017	4578	Village of Streamwood	Emergency Assistance	340.60
Check	01/03/2018	4579	Hanover Township Foundation	Emergency Assistance Reimbursement	657.51
Check	01/03/2018	4603	Invitation Homes	Emergency Assistance	728.00
Check	01/05/2018	4608	Stark Properties, LLC	Emergency Assistance	322.00
Total 2024119 · Emergency Assistance					2,048.11
Total 2024HOM · Home Relief					8,583.29
Total 2024 · Welfare Services - Expenditures					10,545.63
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034712 · Miscellaneous					
Check	12/26/2017	124209	Santangelo, Samuel A	CDL Renewal	61.41
Total 3034712 · Miscellaneous					61.41
3034792 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	10.18
Total 3034792 · Dental, Vision & Life Insurance					52.99
Total 3034ADM · Administration					114.40
3034ROD · Road Maintenance					
3034600 · Controlled Substance Testing					
Check	01/05/2018	124431	Township Officials of Illinois	Drug Test Fees (2)	180.00
Total 3034600 · Controlled Substance Testing					180.00
3034602 · Operating Supplies & Materials					
Check	12/19/2017	124100	The Home Depot	Inv# 3102431 Blacktop Patch	185.14
Check	12/19/2017	124100	The Home Depot	Inv# 3110531 Enamel Paint	126.90
Check	12/19/2017	124100	The Home Depot	Inv# 2595214 Enamel Paint	253.01

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	12/19/2017	124100	The Home Depot	Inv# 6092172 Specialty Fluorescent Orange Paint	48.88
Check	12/19/2017	124100	The Home Depot	Inv# 3594529 Specialty Fluorescent Orange Paint	132.59
Check	12/19/2017	124100	The Home Depot	Inv# 8093180 Specialty Fluorescent Orange Paint/Conduit	246.48
Check	12/19/2017	124100	The Home Depot	CREDIT Inv# 9311836	-15.04
Total 3034602 · Operating Supplies & Materials					977.96
3034603 · Gasoline					
Check	12/26/2017	124211	Village of Hanover Park (Fuel)	Inv# 2017-475 November 2017 Fuel	437.28
Check	01/05/2018	124434	Village of Hanover Park (Fuel)	Inv# 2017-473 October 2017 Fuel	371.22
Total 3034603 · Gasoline					808.50
Total 3034ROD · Road Maintenance					1,966.46
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	12/26/2017	124208	Preventative Maintenance Systems, Inc	Inv#13180 Head Gasket Replacement/Installation	7,382.47
Total 3034609 · Maintenance Vehicles & Equip					7,382.47
Total 303EQM · Equipment					7,382.47
Total 3034 · Road Maintenance - Expenditures					9,463.33
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054012 · Office Supplies					
Check	01/05/2018	124428	Staples	Inv# 3360008273 Binder	3.99
Check	01/05/2018	124428	Staples	Inv# 3359366507 Binder (2)	7.98
Check	01/05/2018	124428	Staples	Inv# 3363391262 Ink	70.99
Check	01/05/2018	124428	Staples	Inv# 3363391262 Ink 5 pack	18.19
Total 5054012 · Office Supplies					101.15
5054539 · Dues					
Check	01/05/2018	124413	Elgin Hispanic Network	Network Membership - K. Vana	40.00
Total 5054539 · Dues					40.00
5054592 · Dental, Vision & Life Insurance					
Check	01/05/2018	124412	Euclid Managers	Cust# 5641581 Dental & Life Premium	42.81
Check	01/05/2018	124437	Vision Service Plan	Vision Insurance Monthly Premium	5.09
Total 5054592 · Dental, Vision & Life Insurance					47.90
Total 5054ADM · Administration					189.05
5054COM · Community Resource Center					
5054210 · Utilities					
Check	01/05/2018	124364	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-1000053 Monthly Charges 11/16 -12/13	53.22

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124388	Groot, Inc (114943)	Inv# 906467 Monthly Charges January	72.01
Total 5054210 · Utilities					125.23
5054250 · Building Maintenance					
Check	01/05/2018	124362	Orkin Pest Control (MHB)	Inv# 164663327 Pest Control	55.42
Check	01/05/2018	124363	Fox Valley Fire & Safety	Inv# 137227 Quarterly Security Monitoring	75.00
Total 5054250 · Building Maintenance					130.42
5054286 · Agency Support Services					
Check	01/05/2018	124359	Windstream	Inv# 69528063 Monthly Charges November	767.38
Check	01/05/2018	124359	Windstream	Inv# 69528063 Monthly Charges December	751.75
Check	01/05/2018	124365	Comcast (MHB)	Acct 8771 10 084 0485823 Monthly Internet Charges 1/2-2/1	162.74
Total 5054286 · Agency Support Services					1,681.87
Total 5054COM · Community Resource Center					1,937.52
5054SVC · Service Contracts					
5054100 · CAC CASI					
Check	01/05/2018	124374	Childrens Advocacy Ctr of Nwst Co County	Coordination/Advocacy/Sensitive Interviewing Jan-Mar	4,900.00
Total 5054100 · CAC CASI					4,900.00
5054103 · CAC Safe from the Start					
Check	01/05/2018	124374	Childrens Advocacy Ctr of Nwst Co County	Safe From the Start Jan-Mar	4,850.00
Total 5054103 · CAC Safe from the Start					4,850.00
5054104 · CCC Domestic Violence Shelter					
Check	01/05/2018	124376	Community Crisis Center	Domestic Violence Shelter Jan-Mar	7,500.00
Total 5054104 · CCC Domestic Violence Shelter					7,500.00
5054105 · CCC Domestic Violence Counsel					
Check	01/05/2018	124376	Community Crisis Center	Domestic Violence Counseling Jan-Mar	6,625.00
Total 5054105 · CCC Domestic Violence Counsel					6,625.00
5054107 · Open Door Clinic					
Check	01/05/2018	124384	Open Door Clinic	Hanover Township Outreach Jan-Mar	1,250.00
Total 5054107 · Open Door Clinic					1,250.00
5054108 · Aid Supportive Employment					
Check	01/05/2018	124369	Association for Individual Development	Employment/Community Integration Services Jan-Mar	10,250.00
Total 5054108 · Aid Supportive Employment					10,250.00
5054109 · Aid Case Management					

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124369	Association for Individual Development	Home Based Support Services Jan-Mar	1,500.00
			Total 5054109 · Aid Case Management		1,500.00
			5054112 · Clearbrook Children's Program		
Check	01/05/2018	124375	Clearbrook	Childrens Services Jan-Mar	2,000.00
			Total 5054112 · Clearbrook Children's Program		2,000.00
			5054113 · Clearbrook Day Services		
Check	01/05/2018	124375	Clearbrook	Day Services Jan-Mar	1,550.00
			Total 5054113 · Clearbrook Day Services		1,550.00
			5054129 · Day One Network		
Check	01/05/2018	124377	DayOne PACT	Community Access Jan-Mar	2,000.00
			Total 5054129 · Day One Network		2,000.00
			5054132 · Ecker Therapy Services		
Check	01/05/2018	124378	Ecker Center for Mental Health	Therapy Services Jan-Mar	21,250.00
			Total 5054132 · Ecker Therapy Services		21,250.00
			5054135 · Ecker Center / PEP		
Check	01/05/2018	124378	Ecker Center for Mental Health	Crisis Services Jan-Mar	2,300.00
			Total 5054135 · Ecker Center / PEP		2,300.00
			5054140 · Maryville Academy Casa Salama		
Check	01/05/2018	124383	Maryville Academy	Music Therapy Program Jan-Mar	5,000.00
			Total 5054140 · Maryville Academy Casa Salama		5,000.00
			5054141 · Shelter Inc Healthy Families		
Check	01/05/2018	124386	Shelter, Inc	Healthy Families Program Jan-Mar	2,500.00
			Total 5054141 · Shelter Inc Healthy Families		2,500.00
			5054142 · Centro De Informacion		
Check	01/05/2018	124373	Centro de Informacion	Family Centered Mental Health Services Jan-Mar	6,825.00
			Total 5054142 · Centro De Informacion		6,825.00
			5054146 · Bridge YFS Crisis Intervention		
Check	01/05/2018	124371	The Bridge Youth & Family Services	Crisis Intervention Jan-Mar	3,750.00
			Total 5054146 · Bridge YFS Crisis Intervention		3,750.00
			5054148 · FSA Youth		
Check	01/05/2018	124380	Family Svc Assoc of Greater Elgin	Youth Mental Health Jan-Mar	5,500.00

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
			Total 5054148 · FSA Youth		5,500.00
			5054149 · FSA Adult		
Check	01/05/2018	124380	Family Svc Assoc of Greater Elgin	Adult Mental Health Jan-Mar	3,000.00
			Total 5054149 · FSA Adult		3,000.00
			5054156 · Epilepsy Foundation		
Check	01/05/2018	124379	Epilepsy Foundation	Outreach Jan-Mar	250.00
			Total 5054156 · Epilepsy Foundation		250.00
			5054158 · Summitt Center		
Check	01/05/2018	124387	Summit Center	Early Learning Center Jan-Mar	3,000.00
			Total 5054158 · Summitt Center		3,000.00
			5054166 · PADS of Elgin		
Check	01/05/2018	124385	PADS of Elgin	Emergency Shelter Program Jan-Mar	6,250.00
			Total 5054166 · PADS of Elgin		6,250.00
			5054172 · Little City In-Home Respite		
Check	01/05/2018	124361	Little City Foundation	In Home Respite - July 2017	80.00
Check	01/05/2018	124361	Little City Foundation	In Home Respite - October 2017	400.00
Check	01/05/2018	124361	Little City Foundation	In Home Respite - November 2017	715.00
Check	01/05/2018	124361	Little City Foundation	In Home Respite - December 2017	875.00
			Total 5054172 · Little City In-Home Respite		2,070.00
			5054179 · Challenge Grant Fund		
Check	01/05/2018	124360	Easter Seals DuPage & Fox Valley Region	Nutrition Services - December 2017	610.00
			Total 5054179 · Challenge Grant Fund		610.00
			5054183 · CCC SA Counseling		
Check	01/05/2018	124376	Community Crisis Center	Sexual Assault Counseling/Advocacy Jan-Mar	2,500.00
			Total 5054183 · CCC SA Counseling		2,500.00
			5054188 · Bartlett Learning Center		
Check	01/05/2018	124367	Clarewoods Academy	Counseling - November 2017	315.37
Check	01/05/2018	124367	Clarewoods Academy	Counseling - December 2017	335.50
			Total 5054188 · Bartlett Learning Center		650.87
			5054192 · Leyden FS - Detox/Rehab		
Check	01/05/2018	124382	Leyden Family Service	Detox / Rehab Jan-Mar	12,500.00
			Total 5054192 · Leyden FS - Detox/Rehab		12,500.00
			5054193 · Boys and Girls Club		

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124370	Boys & Girls Club of Elgin	SMART Moves Jan-Mar	1,250.00
Total 5054193 · Boys and Girls Club					1,250.00
5054194 · CCC- Strategies for Safety					
Check	01/05/2018	124376	Community Crisis Center	Strategies for Safety Jan-Mar	1,500.00
Total 5054194 · CCC- Strategies for Safety					1,500.00
5054196 · Catholic Charities Caregivers					
Check	01/05/2018	124372	Catholic Charities	Northwest Senior Caregiver Support Program Jan-Mar	875.00
Total 5054196 · Catholic Charities Caregivers					875.00
5054201 · Journeys Hope Center					
Check	01/05/2018	124366	Journey from PADS to HOPE	Hope Counseling Center - November 2017	379.50
Total 5054201 · Journeys Hope Center					379.50
5054203 · Clearbrook - Residential					
Check	01/05/2018	124375	Clearbrook	Residential Services Jan-Mar	1,300.00
Total 5054203 · Clearbrook - Residential					1,300.00
5054206 · Administer Justice - Legal Aid					
Check	01/05/2018	124368	Administer Justice	Legal Aid Jan-Mar	1,250.00
Total 5054206 · Administer Justice - Legal Aid					1,250.00
5054207 · Girl Scouts of N. IL - Outreach					
Check	01/05/2018	124381	Girl Scouts of Northern Illinois	Hanover Township Outreach Jan-Mar	2,000.00
Total 5054207 · Girl Scouts of N. IL - Outreach					2,000.00
Total 5054SVC · Service Contracts					128,935.37
Total 5054 · Mental Health - Expenditures					131,061.94
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	01/05/2018	124396	Midwest Transit Equipment, Inc.	Inv# V101007140 Senior 2017 Starcraft Bus	57,729.00
Check	01/05/2018	124425	Pace	Inv# 493905 Bus Lease #128	100.00
Check	01/05/2018	124425	Pace	Inv# 493915 Bus Lease #130	100.00
Check	01/05/2018	124440	Signs by Tomorrow	Inv# 24439 Bus Lettering/Logo	682.38
Total 7004540 · Bus Purchase					58,611.38
Total 7004 · Vehicle Replcmnt - Expenditures					58,611.38
8084 · Capital Projects - Expenditures					
8084415 · Senior Center Improvements					

Hanover Township Board Audit Report

December 19, 2017 through January 8, 2018

Type	Date	Num	Name	Memo	Amount
Check	01/05/2018	124432	The Mad Hatter, Inc	Inv# 32567 Vestabule Entrance Grates (2)	3,738.00
			Total 8084415 · Senior Center Improvements		3,738.00
			Total 8084 · Capital Projects - Expenditures		3,738.00
TOTAL					299,254.37

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

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

Others present included Administrator James Barr, Youth & Family Services Director John Parquette, Facilities & Maintenance Operation Manager Rick Nelson, 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, Township residents Mr. Del Seaton, Ms Lee Beattie, and Trustee Mike Baumer from the Village of Streamwood, as well as several high school students.
- II. Supervisor McGuire invited everyone to stand and join in the Pledge of Allegiance.
- III. Town Hall: Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations: Mr. Del Seaton made a presentation on behalf of the Veteran's Network Committee to Ms Lee Beattie, President of the Hanover Township Foundation, thanking them for the support they have provided Township veterans. Supervisor McGuire and Ms Beattie accepted the Honor Flight plaque on the Foundation's behalf.
- V. Reports
 - A. Supervisor McGuire reported that he was asked not to present a plaque on behalf of the Township honoring retiring Highway Commissioner Thomas O. Schneider for his work as Commissioner, serving the people of Hanover Township and providing exemplary service. Therefore, he read the plaque into the record. Supervisor McGuire has received letters including from the Village of Hanover Park thanking Emergency Services for their work during the Village tree lighting, and from Boone County complimenting Emergency Services for their search and rescue efforts recently. Additionally, he received a letter from a veteran who thanked the Township for services to veterans. Mr. McGuire complimented the Veterans Specialist who paid for lunch out of her own pocket for a group of veterans recently; this exemplifies Hanover Township at this time when politicians are targets.
 - B. Clerk Dolan Baumer reported that the State Mobile Drivers Services Unit would be here on January 12 at the Senior Center offering services to all residents, including issuing IDs, renewing drivers licenses and testing. She reminded the Board that the next meeting would be January 9. Clerk Dolan Baumer then reported that she was asked to participate in a TOI President's Retreat on January 11 in Springfield.
 - C. Highway Commissioner Schneider reported that Cook County is charging the Township for salt from 2013-14 (\$220,000) that was not reflected in the reports. He told the Board that rest assured, there is still sufficient funds to cover the work to be done on the Rolling Knolls subdivision streets.
 - D. Assessor Smogolski reported that his office is open to appeals from January 2 to 31,

2018, and an Outreach would be held on January 16.

- E. Department Reports: Department reports were offered for review and comment. Highlights included a report from Director Colagrossi that the National Council on Aging completed its peer review, and that official notification on recertification of the Senior Center should be received in January. Manager Vana reported that on January 30 the Mental Health Board would do funding allocations. Director Smith reported that the Township Community Health hosted the National Kidney Foundation screenings, identifying several residents in need of further testing. Manager Nelson reported that the work on the Astor Avenue Community Center roofing and façade has been completed and the punch list is what they are working on now. Assistant Administrator Powers reminded the Board that the Annual Employee Luncheon is scheduled for January 9 at Moretti's at noon. Director Imperato noted that 600 families signed up for the Township holiday program. Director Kuttentberg reported that four rentals of the IWC have occurred thus far this year; he said that this would become a push in 2018-19. Director Burke reported that the Red Cross has once again reached out to the Township asking if we would park one of their emergency trailers on site, as we had done in the past; he is working to arrange it. Director Parquette reported that Ryan Dickinson is back from maternity leave and started working in the schools, specifically working to create a youth leadership program at Streamwood High.

- VI. Bill Paying: Mr. Barr asked that the Board consider the invoice from Martin Implements from the list of Road District bills for consideration this evening dated December 5, 2017 to December 18, 2017, separately. Trustee Benoit made a motion to approve the Martin Implement bill for \$277.76; the motion was seconded by Trustee Martinez, and roll call followed. Ayes: Trustees Benoit, Essick, Martinez, and Moinuddin. Abstain: Supervisor McGuire. Nays: None. Motion carried and the bill will be paid.

Mr. Barr presented the bills from December 5, 2017 to December 18, 2017 for review and approval by the Board, noting the following from Alexian Brothers:

a.	Town	\$89.00
b.	Mental Health Board	<u>950.24</u>
	Total All Funds	<u>\$1,039.24</u>

A motion was made by Trustee Moinuddin and seconded by Trustee Essick 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 December 5, 2017 to December 18, 2017 for review and approval by the Board:

a.	Town	\$74,519.11
b.	Senior Center	35,230.43
c.	Welfare Services	1,342.05
d.	Road and Bridge	15,568.31
e.	Mental Health Board	13,723.15
f.	Retirement	0.00
g.	Vehicle	200.00

h. Capital	<u>2,607.00</u>
Total All Funds	<u>\$143,190.05</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: None was discussed.

VIII. New Business

- A. Workshop Minutes of December 1, 2017: Clerk Dolan Baumer presented the workshop minutes of December 1, 2017 for review and approval. A motion was made by Trustee Benoit to approve the workshop minutes of December 1, 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. Meeting Minutes of December 5, 2017: Clerk Dolan Baumer presented the meeting minutes of December 5, 2017 for review and approval. A motion was made by Trustee Martinez to approve the meeting minutes of December 5, 2017 as presented, with a second by Trustee Moinuddin. Roll Call: Ayes: Supervisor McGuire and Trustees Martinez, Essick, and Moinuddin. Abstain: Trustee Benoit. Nays: None. Motion carried.
- C. Hanover Township Tax Levy Ordinance for the fiscal year beginning April 1, 2017 and ending March 31, 2018: A motion was made by Trustee Benoit to approve ordinance #1219171 Township Tax Levy for the fiscal year beginning April 1, 2017 and ending March 31, 2018, seconded by Trustee Martinez. The Supervisor asked Trustee Benoit to read the amounts into the record. A recess was called at 7:19 p.m. The Supervisor called the Board back to order at 7:23 p.m. Present were Trustees Benoit, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Trustee Benoit read the tax levy amounts into the record as follows:

Administration	\$1,212,487	
Assessor	\$180,308	
Facilities & Maintenance	\$511,600	
Community Health Nurse	\$241,325	
Emergency Services & Disaster Agency	\$134,420	
Community & Veterans Affairs	\$260,623	
Food Pantry	\$69,950	
Youth & Family Services	\$1,077,367	
Senior Citizens Services	\$1,085,200	
General Assistance	\$388,430	
Social Security	\$148,163	
IMRF	\$184,203	
Community Mental Health Fund	<u>\$1,141,262</u>	
Total Taxes Levied		<u>\$6,635,338</u>

Another recess was called at 7:30 p.m. to reconfirm these numbers; the Supervisor called the meeting back to order at 7:35 p.m. with a roll call and present were Supervisor McGuire, and Trustees Benoit, Essick, Martinez, and Moinuddin. Trustee

Benoit confirmed that the numbers are correct and the total to be levied is \$6,635,338, as confirmed by Attorney Airdo. On the motion, a roll call vote was taken: Ayes: Supervisor McGuire, and Trustees Benoit, Essick, Moinuddin, and Martinez. Nays: None. Motion carried and the levy, ordinance #1219171, would be filed by the Clerk.

- D. Hanover Township Road District Tax Levy Ordinance for the fiscal year beginning April 1, 2017 and ending March 31, 2018: A motion was made by Trustee Benoit who said that the Board must adopt the tax levy for the Township for the year beginning April 1, 2017 and ending March 31, 2018 for the Hanover Township Road District in the amount of \$1,670,247 ordinance #1219172; motion seconded by Trustee Moinuddin. Roll Call: Ayes: Supervisor McGuire and Trustees Benoit, Martinez, Essick, and Moinuddin. Nays: None. Motion carried and the Clerk would file the Township Road District levy.
- E. Appointments to the Hanover Township Committee on Youth: A motion was made by Trustee Essick to concur with the Supervisor's appointments to the Hanover Township Committee on Youth of students Dane Crouse and Ian Wright, and adult volunteer William Henderson, 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 Clerk would arrange for administration of oaths.
- IX. Executive Session: No motion to go into Executive Session was made.
- X. Other Business: Supervisor McGuire asked Clerk Dolan Baumer what was said during the recent TOCC Board meeting regarding the Road Commissioners potentially suing Hanover Township. She replied that a discussion was held between Joe Stanfa (Bloom Township/Road Commissioner) and Gene Adams (Palos Township/Road Commissioner), outside of the agenda and the regular meeting, that the Road Commissioners are considering a suing Hanover Township; however, this discussion was not on the agenda, was not brought up as a topic during new business, was not recognized by President Johnson, nor was it discussed by the body as a whole, and therefore was not reflected in the minutes.
- XII. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:39 p.m. was made by Trustee Benoit and seconded by Trustee Martinez 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

RESOLUTION NO. _____

A RESOLUTION TO ADOPT A POLICY TO PROHIBIT SEXUAL HARASSMENT

WHEREAS, on November 16, 2017, the Illinois General Assembly enacted Public Act 100-0554 (the "Act"), an Act concerning government, which became effective immediately;

WHEREAS, the Act mandates that each governmental unit adopt an ordinance or resolution establishing a policy to prohibit sexual harassment and prescribes certain requirements to be included therein;

WHEREAS, in order to comply with the requirements specified by the Act, the Supervisor and Board of Trustees of the Hanover Township (the "Township") deem it necessary and appropriate to adopt the "Policy to Prohibit Sexual Harassment," a copy of which is attached hereto and incorporated herein;

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

SECTION ONE: INCORPORATION OF RECITALS. The recitals are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: ADOPTION. The Policy to Prohibit Sexual Harassment is hereby adopted, as provided herein.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

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

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: January 9, 2018

APPROVED: January 9, 2018

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 Ordinance _____, enacted on January 9, 2018, and approved on January 9, 2018, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk



POLICY TO PROHIBIT SEXUAL HARASSMENT

This Policy Prohibiting Sexual Harassment (the “Policy”) is to maintain for all officials, agents, employees, agencies, and offices of Hanover Township (the “Township”) a safe and professional work environment free of sexual harassment. To that end, the following Policy has been adopted:

I. Prohibition on Sexual Harassment

- A. The Township strictly prohibits sexual harassment and does not tolerate harassment of any person on the basis of sex, sexual orientation, gender identity, or gender expression. The Township will not condone any situation where sex, sexual orientation, gender identity, or gender expression is used as a basis for harassment. The Township is committed to the prevention of any and all sexual harassment, and its position on sexual harassment is one of “Zero Tolerance.”
- B. All Township officials, agents, employees, agencies, and offices are prohibited from sexually harassing any person, regardless of any employment relationship or lack thereof. This Policy applies equally to all elected officials, including the Supervisor, Clerk, Trustees, and Assessor, and appointed officials, agents, employees, clients, volunteers, and vendors of the Township. Harassment can occur on the work site and outside the workplace while the official, agent, or employee is performing the obligations and responsibilities of his or her job.

II. Definition of Sexual Harassment

- A. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, which interferes with another person’s work performance or which creates an intimidating, hostile or offensive work environment.
- B. Sexual harassment can take, but is not limited to, the following forms:
 - 1. Sexual remarks, jokes, or other sexual conduct that interferes with another person’s work performance or creates an intimidating, hostile, or offensive work environment;
 - 2. Display of sexually suggestive objects or pictures;
 - 3. Submission or rejection of unwelcome sexual conduct by a supervisor or manager or other management/executive personnel, which is used as a basis, whether expressed in explicit or implicit terms, for employment decisions affecting the employee, such as, but not limited to, keeping or receiving a job, receiving a promotion or raise, scheduling or any other term or condition of employment.

III. Reporting Sexual Harassment

- A. Sexual harassment is prohibited and will not be tolerated. The Township has an “open-door” policy. This means the employee has the right to make a complaint if he or she feels that he or she: (i) was or may have been subjected to illegal sexual harassment; or

(ii) witnessed what is believed to be sexual harassment of another person by any other person, including, but not limited to, officials, supervisors, and co-workers, or third-parties who are not employees, such as, but not limited to, vendors, clients, or residents.

- B. The following procedure should be followed by persons who wish to register a complaint regarding any harassment based on sex, sexual orientation, gender identity, or gender expression:
1. The person may choose, but is not required to, make an effort to immediately tell the person who is believed to be engaging in harassing conduct to stop the harassing behavior.
 2. The person is required to immediately and personally report incidents of what he or she believes to be sexual harassment to: their immediate supervisor, a department head, the Assistant Township Administrator, the Township Administrator, or the Township Attorney. An employee is not required to first report harassment to his or her supervisor, but may report harassment to any of the people listed above. These alternative ways for making a complaint allow the employee to avoid using the ordinary chain of command and to bypass anyone who the employee believes cause or is responsible for the harassment.
 3. The person may exercise his or her right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within one-hundred and eighty (180) days of the alleged incident(s), and a complaint with the EEOC must be filed within three-hundred (300) days, of the alleged incident(s), unless there is a continuing offense.

IV. Action Taken Against Reported Harassment

- A. Reports of sexual harassment are taken very seriously and will be investigated thoroughly and promptly. The facts of each case will determine the response to each allegation. In addition to discipline that may be applicable pursuant to Township policies, employment agreements, procedures, and/or employee handbooks, any person who violates this Policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the Township, and any applicable fines and penalties established pursuant to applicable local, State, or Federal law.
- B. Each violation of this Policy may constitute a separate offense. Any discipline imposed by the Township shall be separate and distinct from any fine or penalty imposed by a court of law or a State or Federal agency under applicable law.
- C. To the extent practicable, complaints, investigations, and the terms of their resolutions will be kept confidential. Information regarding any specific incident will be released only on a need-to-know basis within the necessary boundaries of the investigation.

V. Action Taken Against Knowingly Making A False Report

- A. It is a violation of this Policy for a person to intentionally or knowingly make a false report of sexual harassment. A false report is a report made by an accuser to accomplish

some end other than stopping sexual harassment or retaliation for reporting sexual harassment. A false report is not a report made in good faith that cannot be proven. Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary action.

- B. Any person who intentionally or knowingly makes a false report of sexual harassment shall be subject to discipline or discharge pursuant to applicable Township policies, employment agreements, procedures, and/or employee handbooks. Any person who intentionally makes a false report alleging a violation of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor, and may be subject to a fine of up to \$5,000 per offense.

VI. Retaliation Prohibited

- A. Reprisals or retaliation will not be tolerated against a person engaging in protected activity, such as but not limited to, reporting the allegation of sexual harassment, or participating in good-faith in the investigation as a witness or in any other capacity.
- B. If a person: (i) made good-faith complaint of sexual harassment, or participated in good-faith investigation as a witness or in any other capacity; and (ii) believes that he or she has been retaliated against for doing so, the person is to inform the Assistant Township Administrator, the Township Administrator, or the Township Attorney promptly to make a complaint about retaliation.
- C. The Township will act promptly to assure compliance with this Policy and will take appropriate action against violations pursuant to applicable Township policies, employment agreements, procedures, and/or employee handbooks.
- D. Illinois law provides protections to whistleblowers as set forth in the State Officials and Employees Ethics Act, 5 ILCS 430/15-10, the Whistleblower Act, 740 ILCS 174/15, and the Illinois Human Rights Act, 775 ILCS 5/6-101.



Memorandum

Date: January 5, 2018

To: Hanover Township Board

From: Suzanne Powers, Assistant Township Administrator
Suzy Callahan, Administrative Specialist

Re: Phone System Replacement

Background

The Fiscal Year 2018 Capital Projects budget allocated \$40,000 for replacement of the Township's phone systems. The Nortel phone system located in Town Hall provides connection between Town Hall, Senior Center and the Facilities and Maintenance Garage. The Astor Avenue Community Center, Izaak Walton Center and the Road Maintenance Garage each have separate phone systems. Astor Avenue Community Center also maintains a separate aging Nortel phone system with the same challenges as the Town Hall system. Izaak Walton Center maintains a VoIP solution that was implemented with Call One with the establishment of the Elgin location. The Road Maintenance Garage maintains a direct analog line, which does not run through the Township's phone system.

The primary concern with the current systems at Town Hall, Senior Center and the Astor Avenue Community Center are that the manufacturer no longer provides technical or software support for the Nortel system. In the event of a system failure, refurbished parts would be sourced from third party providers and do not come with warranties. Another challenge with the Township's current phone system is only the Town Hall and Senior Center locations are interconnected allowing transferring of inbound phone calls and direct extension dialing. Each location maintains different systems which does not allow staff to transfer calls to the correct requested location. Instead, staff must provide the resident with the correct phone number to call which can lead to confusion for the resident.

The identified needs to replace the phone system include replacing the unsupported current phone systems, interconnection among Township locations, reducing phone system maintenance costs, and providing user-friendly features for employees. After initial research into varying types of phone systems, Administrative Services identified Voice over Internet Protocol (VoIP) phone system as the solution to address the identified needs.

Administrative Services received quotes from vendors from three different joint purchasing groups. In addition, the Township's current phone and IT provider, ProxIT provided a solution for the Township to purchase the phones through CDW-G and ProxIT will purchase the backend of the system and directly install the new system installation. The quotes are detailed in the chart below.

Vendor	Joint Purchasing Group	System Manufacturer	Cost
Call One	Suburban Purchasing Cooperative	Shortel	\$47,592.30
CT Pros	The Interlocal Purchasing System (TIPS)	Shortel	\$68,645.30
Midco	National Joint Purchasing Partners	Mitel	\$41,743.25
ProxIT		FreePBX Phone System	\$15,343 for backend system equipment & installation \$16,450 for phones purchased by the Township through CDW-G Total Project Cost: \$31,793

Recommendation

Administrative Services recommends the Township accept the proposal from ProxIT. The total project cost will not exceed \$31,793, which is 24 percent less than the second lowest quote from Midco. The Township can purchase the VoIP phones through CDW-G at a significantly less cost comparatively. ProxIT would purchase the Free PBX phone system and oversee installation and training for the system. The phone systems at Town Hall, Senior Center, Astor Avenue Community Center, Emergency Services Station 1, Facilities and Maintenance Garage and the Road Maintenance Garage would be replaced with the new system. Additionally, Izaak Walton Center will be replaced to ensure all locations are interconnected and to reduce maintenance costs of dual systems.

The proposed project from ProxIT has several benefits. The FreePBX system is an open source platform utilizing Asterisk technology. Asterisk is a PBX business phone system that does not require proprietary hardware to work, rather it can be installed on the server and use telephone equipment from numerous manufacturers. Traditional PBX companies, such as the other quotes received, require annual licensing fees and system upgrades that drive up costs. The FreePBX has a twenty-five year license which is included in the quote. As the system is open source the Township has a choice of phone equipment, allowing us to purchase directly from CDW-G. It is also scalable allowing the Township to add more user features as needs change. ProxIT recently successfully installed a similar system at the Village of Clarendon Hills and also recently received approval to install the system at the Village of Brookfield.

As ProxIT serves as the Township’s contracted IT and phone support provider they are familiar with the current IT infrastructure and organizational needs. If the Township were to go with another vendor, ProxIT would also need to be involved in the planning and installation of the phone system. This would result in additional expenses for their labor in addition to the labor costs from the vendor. ProxIT has also indicated the phone support would be included in the already contracted monthly hours, so there would be no additional long-term support agreements needed as is the case with the other three vendors.

It is staff’s recommendation that the Board approve the purchase of phone equipment not to exceed \$16,450 from CDW-G. In addition, it is staff’s recommendation that the Board approve the proposal submitted by ProxIT at \$15,343 for the FreePBX phone system, installation, and training. The initial vendor quotes are attached to this memorandum. 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.



20-Sep-16
 R 18-Nov-16
 R 31-Aug-17
 R 20-Oct-17

Hanover Township

ShoreTel Unified Communications Solution CONNECT Premise

Qty	Description	Unit	Disc Unit	Extended
Site: <u>Main Building: Admin Center</u>				
1	(1) Shoretel ST100DA - 1U, half width; (2) POTS ports, (6) analog station ports, (1) T-1/PRI module, (100) IP resources	\$ 6,100.00	\$ 3,965.00	\$ 3,965.00
1	Rack mount tray	\$ 99.00	\$ 79.00	\$ 79.00
1	Telco cable kit			\$ 72.00
Site: <u>Main Building: Senior Center</u>				
1	UC Server 30 installed at Senior Center	\$ 2,200.00	\$ 1,760.00	\$ 1,760.00
1	CONNECT software kit	N/C	N/C	N/C
1	ShoreTel ST50A - 1U, half width, (4) POTS ports, (4) analog station ports, (50) IP resources	\$ 2,000.00	\$ 1,300.00	\$ 1,300.00
1	Rack mount tray	\$ 99.00	\$ 79.00	\$ 79.00
1	Telco cable kit			\$ 72.00
For Main Buildings Distribution:				
5	Mailbox only licenses	\$ 90.00	\$ 49.50	\$ 247.50
11	Courtesy licenses - extension only	\$ 99.00	\$ 54.45	\$ 598.95
13	Telephony licenses - extension/mailbox/3-party conference calling	\$ 159.00	\$ 87.45	\$ 1,136.85
50	Essential licenses - extension/mailbox, Connect desktop client, softphone, PtP video, web and application dialer	\$ 199.00	\$ 109.45	\$ 5,472.50
11	ShorePhone IP420 2-line, small mono-display, speakerphone, 10/100 Ethernet switch	\$ 189.00	\$ 103.95	\$ 1,143.45
11	IP420 wall mount kits		\$ 29.00	\$ 319.00
60	ShorePhone IP480G 8-line, large mono-display, full duplex speakerphone; 10/100/1000 Ethernet switch	\$ 369.00	\$ 202.95	\$ 12,177.00
1	ShorePhone 930D DECT starter kit: (1) cordless DECT phone, (1) base station (up to 4-handsets can work off of one base station) battery, charger for Garage #1	\$ 599.00	\$ 329.45	\$ 329.45
1	930D Repeater and cable		\$ 350.00	\$ 350.00
2	Multi-feature analog phones for two locations in the Admin building that do not have data cable for IP phones		\$ 50.00	\$ 100.00
Site: <u>Elgin</u>				
1	Replace original server running Windows 2003 with server running Windows 2012	\$ 1,125.00	\$ 618.75	\$ 618.75
1	Install DVS server software allowing Elgin to retain own auto-attendant/voicemail	\$ 995.00	\$ 547.25	\$ 547.25
12	Connect On-site upgrade licenses			N/C
Site: <u>Astor Avenue</u>				
1	ShoreTel ST50A - 1U, half width, (4) POTS ports, (4) analog station ports, (50) IP resources	\$ 2,000.00	\$ 1,100.00	\$ 1,100.00
1	RackMount Tray	\$ 99.00	\$ 79.00	\$ 79.00

5	Essential Licenses	\$ 199.00	\$ 109.45	\$ 547.25
4	Courtesy Licenses	\$ 99.00	\$ 54.45	\$ 217.80
5	ShorePhone IP480G 8-line, large mono-display, full duplex speakerphone; 10/100/1000 Ethernet switch	\$ 369.00	\$ 202.95	\$ 1,014.75
4	ShorePhone IP420 2-line, small mono-display, speakerphone, 10/100 Ethernet switch	\$ 189.00	\$ 103.95	\$ 415.80
	Equipment Subtotal			\$33,742.30
1	Lot labor includes system programming, equipment, user and admin training			\$10,375.00
1	One year ShoreTel Support and Call One service-related labor (hardware - software; no phones)			\$ 3,475.00
	Subtotal			\$47,592.30
	Total plus applicable taxes			\$47,592.30

Notes:

- A. Installation predicated on client provided Cat. 5/5e/6 cable to all phone locations.**
- B. Installation predicated on client provided managed network switches containing PoE, QoS, VLAN capability; DHCP and iner-VLAN routing required.**
- C. All labor is predicated on network readiness at the time of installation. Some static IP addresses will be required for the ShoreTel equipment.**
- D. Desktop applications are client installed.**
- E. Remote access into the network for troubleshooting and programming is required.**

Conditional Purchase Options - \$1.00 Buy-Out	\$ 47,592.30
36 Month \$ 1,483.88 p/mo	
60 Month \$ 951.80 p/mo	
\$ 95.00 UCC-1 filing and document fee required; tax not included	



Proposal and Statement of Work



Prepared for:

Suzanne Powers, Assistant Township Administrator
Hanover Township

Prepared by:

Scott Dressel
Converged Technology Professionals, Inc.

Prepared On: 11/30/2017

Agreement #

Schedule of Equipment and Services

<u>Qty</u>	<u>Part Number</u>	<u>Description</u>	<u>Unit MSRP</u>	<u>Unit Sell</u>	<u>Ext Sell</u>
ShoreTel					
1	60219	Connect Small Business Edition 100 HW bundles, digital trunking with UC 30 Server. Includes ST100DA, UC Server 30 and rack-mount tray. Requires Connect SBE SW bundle (SKUs 60193-60196, or 60203).	\$3,695.00	\$3,695.00	\$3,695.00
1	60196	Connect Small Business Edition 100 SW bundle, 50 users. Includes 39 Essential, 10 Standard, 1 Advanced and 1 Courtesy license bundles, 24 SIP Trunk licenses, 4 Additional Site license. Requires Connect SBE 100 HW bundle.	\$5,500.00	\$3,575.00	\$3,575.00
1	10525	ShoreTel Voice Switch ST100DA	\$6,100.00	\$3,965.00	\$3,965.00
91	10497	ShoreTel IP Phone IP480g	\$369.00	\$239.85	\$21,826.35
2	10498	ShoreTel IP Phone 485G	\$429.00	\$278.85	\$557.70
3	10518	Button Box BB424	\$349.00	\$349.00	\$1,047.00
42	30147	Connect ONSITE Essentials license bundle. Includes Ext+Mbx, Connect desktop client with IM, collaboration, softphone and video. Also includes Web and App dialer licenses	\$199.00	\$129.35	\$5,432.70
1	30145	Connect ONSITE Courtesy license. Includes Extension Only with no Connect client capability.	\$99.00	\$64.35	\$64.35
1	30149	Connect ONSITE Advanced license bundle. Includes Ext+Mbx, Connect desktop and mobility clients with IM, collaboration, softphone and video. Also includes Web and App Dialer, Remote Phone, CRM client integration and Operator	\$499.00	\$324.35	\$324.35
1	10223	Kit, rack mounting tray, for ShoreGear Switch	\$87.75	\$87.75	\$87.75
1	10532	Power Adapter for BB424	\$27.00	\$27.00	\$27.00
4	10503	ShoreTel IP480/480g Quick Reference Guide	\$13.50	\$13.50	\$54.00
4	10304	ShoreTel Voice Mail Quick Reference, Doc. Pack, Qty 25	\$13.50	\$13.50	\$54.00
1	Misc	Misc Parts	\$250.00	\$250.00	\$250.00
EQUIPMENT SUB-TOTAL					\$40,960.20

Services

Initial: _____

<u>Qty</u>	<u>Part Number</u>	<u>Description</u>	<u>Unit MSRP</u>	<u>Unit Sell</u>	<u>Ext Sell</u>
	94111	Partner Support (1 Year, No Phones)			\$4,735.10
	Labor-Phone	Professional Services & Implementation			\$22,950.00
		SERVICES SUB-TOTAL			\$27,685.10
		TOTAL PRICE (not including taxes)			\$68,645.30

Initial: _____



Hanover Township Mitel MiVoice Office 250

Configuration Summary

- Proposal based on NJPA price list
- Equipped for 76 IP phone licenses
- Equipped for 4 Digital phone licenses
- Equipped for 8 Sip Licenses for ATA devices
- 72 - 5320e (11) Button IP Telephones
- 4-5340e (42) Button IP Telephones
- 4 - 8528 (6) Button Digital Phones
- 3-96 Button Side Cars (PKM)
- 1-12 Button Side Car (PKM)
- 1-PRI
- 3- ATA Devices to connect to remote sites

<u>Part No.</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Extended</u>
System				
52002686	MiVo Office IP Base Package includes: 1 x PWR CRD C13 10A 125V - NA Plug 1 x MiVoice Office License - UVM Single Port 16 x MiVoice Office License - IP Phone Cat D 1 x MiVoice Office License - Dyn Ext Express 1 x MiVoice Office License UVM E-mail Synch 1 x MiVoice Office License - Meet-Me Conf 1 x MiVoice Office License Hot Desk 1 x MiVoice Office License - 6.0 System S/W 1 x HX-Core Assembly(Chassis, Ctrl, PSU)	1	1,236.90	1,236.90
52002624	DDM-16 port Digital Phone Module	1	620.00	620.00
50006500	2GB Compact Flash MiVoice Office Voice Mail	1	120.00	120.00
580.2702	Dual T1/E1 Pri TIM2 NA	1	620.00	620.00
51005172	PWR CRD C7 2.5A 125V-NA PLUG NON POLRIZD	3	4.96	14.88
51015131	48VDC ETHNT PWR ADPT 100-240V 802.3af	3	24.80	74.40
50006271	PWR CRD C13 10A 125V - NA Plug	3	15.50	46.50
Licences				
840.0416	MiVoice Office License - IP Phone Cat D	60	86.80	5,208.00
840.0417	MiVoice Office License - Digital Phone Cat E	4	43.40	173.60
840.0418	MiVoice Office License - IP Phone Cat F	8	62.00	496.00
Software Assurance				
54009246	SWA Std 1y MiVO250 over 32 usr	1	248.00	248.00



Telephones and Side Cars

50002824	5448 PKM FRU (48 KEY) DARK GRAY	3	254.20	762.60
50005915	PKM KIT - 48 KEY (for 85xx/53xx Phones)	3	279.00	837.00
50005914	PKM KIT - 12 KEY (for 85xx/53xx Phones)	1	164.30	164.30
52003200	5320e IP Phone Promo (4 phones for the price of 3)	18	613.80	11,048.40
52003202	5340e IP Phone Promo (4 phones for the price of 3)	1	930.00	930.00
52003304	8528 Dig Phone (4 phones for the price of 3)	1	344.10	344.10
51304959	TA7102 (NA)	2	104.78	209.56
51304960	TA7104 (NA)	1	250.06	250.06
51304971	12VDC 1.5A PSU Univ FRU - TA7102/04	3	30.00	90.00
Total Mitel Hardware and Software			\$	23,494.30
Installation, Training and One Year Warranty			\$	18,248.95
Solution Total			\$	41,743.25



Proxit Technology Solutions, Inc.
512 W Burlington Ave
Suite 108
La Grange, IL 60525
(708) 794-8100
accounts@proxitinc.com
www.proxitinc.com

ADDRESS

Suzanne Powers
Hanover Township
250 S IL Rt 59
Bartlett, IL 60103

QUOTE E1316

DATE 01/04/2018

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/04/2018	Sales:Sales FreePBX Phone System 400	1	1,995.00	1,995.00
01/04/2018	Sales:Sales Dual Span PRI Card - A102DE	1	1,350.00	1,350.00
01/04/2018	Sales:Sales FreePBX EndPoint Manager 25yr license	1	149.00	149.00
01/04/2018	Sales:Sales FreePBX SysAdmin Pro License 25yr License	1	25.00	25.00
01/04/2018	Sales:Sales FreePBX Fax Pro License 25yr License	1	150.00	150.00
01/04/2018	Sales:Hardware:Network Equipment:Ubiquiti:Ubiquiti 48 port PoE Switch 500w Ubiquiti UniFi Switch - Manageable - 2 Layer Supported - 1U High - Rack-mountable - 1 Year Limited Warranty Townhall Senior Center	2	835.00	1,670.00
01/04/2018	Sales:Hardware:Network Equipment:Ubiquiti:Ubiquiti 24 Port Switch - 250w Ubiquiti UniFi Switch - Manageable - 2 Layer Supported - 1U High - Rack-mountable - 1 Year Limited Warranty Senior Center Astor IWC	3	425.00	1,275.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/04/2018	Sales:Hardware:Network Equipment:Ubiquiti:Ubiquiti UniFi 8 Port PoE Switch Ubiquiti UniFI Switch - 8Port PoE for Emergency Services	1	229.00	229.00
01/04/2018	Services Phone System Install and Setup Labor	1	6,800.00	6,800.00
01/04/2018	Services Post-Install Training/Troubleshooting Labor	1	1,700.00	1,700.00

Here's your Quote!

Thank you for your business!
ProxIT Technology Solutions

This is NOT an invoice.

TOTAL \$15,343.00

Accepted By

Accepted Date

CDW-G Pricing

Phone Model	Price	Quantity	Item Total
Yealink SIP T46s Phone	\$191.27	60	\$11,476.20
Yealink SIP T42G Phone	\$135.01	30	\$4,050.30
Yealink EXP 40 Expansion Module (Receptionist Phone Side Car)	\$103.14	6	\$618.84
Cisco SPA 112 2 Port Phone Adapter (For Analog Phones)	\$60.94	5	\$304.70
Total Phone Costs			\$16,450.04



Yealink SIP T46 Phone



Yealink T42G Phone



Yealink Exp 40 Expansion Module



Cisco SPA 112 Port Phone Adapter