



240 S. Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of the Township Board
December 17th, 2019
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. Nicole DeFalco
 - B. BAPS
- V. Reports
 - A. Supervisor’s Report
 - B. Clerk’s Report
 - C. Assessor’s Report
 - D. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of December 3, 2019
 - B. Hanover Township Tax Levy Ordinance for the Fiscal Year beginning April 1, 2019 and ending March 31, 2020
 - C. Hanover Township Road and Bridge Tax Levy Ordinance for the Fiscal Year beginning April 1, 2019 and ending March 31, 2020
 - D. Resolution to Approve a Change Order to the Robinhood, Will Scarlet, and Green Feather Lane Resurfacing Project
- IX. Executive Session
- X. Other Business
- XI. Adjournment

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.

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Passports</i>	340	325	3,213	3,026
Photo fees	\$2,490	\$2,380	\$23,040	\$22,060
Fee deposits	\$9,280	\$8,710	\$80,005	\$76,520
<i>Fishing/Hunting licenses</i>	2	3	59	78
<i>Handicap Placards</i>	18	17	151	172
<i>Cook County vehicle stickers</i>	0*	3	5	283
<i>Human Resources Requests</i>	109	114	951	1,150
<i>New Employee Orientations</i>	3	4	15	19
<i>Technology work orders</i>	48	34	469	373
<i>Resident Contacts</i>	1,602	1,429	15,409	11,597
<i>Percent of Budget Expended (67% of year)</i>	6.9	5.6	52.4	53.5

*Cook County vehicle sticker program ended July 1.

Department Highlights

- The Annual Employee Appreciation Lunch will be Tuesday, January 7, 2020 from 12:00 pm to 1:30 pm at Moretti's Restaurant in Bartlett. Officials, Staff, and Emergency Services members are invited to attend.
- Administrative Services Coordinator Callahan completed a total of three new hire orientations.
- Administrator Barr and Administrative Services Coordinator Callahan continued the health insurance renewal process. A full underwriting process was conducted, as United Healthcare health insurance rates increased slightly.
- Administrative Services Coordinator Callahan attended the Diversity and Engagement Task Force meeting on November 20.
- Administrative Services Coordinator Callahan participated in in first round interviews for Open Gym Assistants, Administrative Assistant, Clinical Manager, and Seasonal Snow Plow Drivers.
- Hanover Township celebrated the Downey Hall Rededication on November 5.
- Administrator Barr and Administrative Services Coordinator Callahan finalized the 2020 Liability Insurance renewal.

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DEPARTMENT OF AGING SERVICES

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Programming Division</i>				
Planned programs	242	264	2,074	2,055
Participants	3,826	2,606	28,777	25,668
Participants (unduplicated)	632	651	1,616	1,602
Wait listed (unduplicated)	44	57	293	385
Art & Computer classes	76	59	590	494
Art & Computer class participants	455	367	3,199	2,797
New volunteers	2	8	40	46
Total volunteers (unduplicated)	156	148	242	255
Volunteer hours reported	2,275	2,128	19,934	17,635
Meals Served	1,275	1,291	11,563	10,373
Meals delivered by volunteers	2,256	2,319	18,189	16,199
<i>Social Services Division</i>				
Clients served (unduplicated)	300	279	1,009	964
Clients served (duplicated)	349	333	2,258	2,078
Energy Assistance	46	51	275	277
Prescription drugs & health insurance assistance	365	340	1,316	1,037
Social Service programs	14	14	100	96
Social Service program participants	217	255	1,367	1,191
Lending Closet transactions	131	126	1,030	955
<i>Transportation Division</i>				
One way rides given	1,398	1,473	11,701	13,050
Individuals served (unduplicated)	155	188	565	549
New riders	16	18	565	549
Unmet requests for rides	41	43	781	363

Department Highlights:

- Popular out trips included: Lunch Bunch Pilot Pete's, Drury Lane: *Mary Poppins*, Museum of Broadcast Communications & Harry Caray's, Polish Museum of America.
- Transportation Services has completed the branding of Aging Services and updated images on all of the buses.
- Of the 1,398 rides in November, 389 were dialysis, 251 were medical appointments, and 174 were trips to the Senior Center.
- The "Giving Tree" which supports the Adopt a Senior Program, went on display November 4 filled with name tag ornaments representing an item that an older adult in need requested for their care package. All seniors were adopted before the Thanksgiving Holiday.
- Trish Abbey, C-HOPE Therapist, presented on Addictions at the Senior Center on November 13.
- The PIPP Program, which provides utility assistance to resident, began on November 18. The program is expected to end rapidly due to limited funding.
- A special thank you to Blue Heron Restaurant in Barrington. Blue Heron prepared and delivered over seventy hot meals on Thanksgiving Day to homebound older adults in our community.
- Director Colagrossi conducted two educational sessions at the Township Officials of Illinois Conference in Springfield on "Crafting to Connection" and "Senior Center Starter Kit."
- Director Colagrossi participated in the Illinois Department on Aging Nutrition Provider conference call reviewing the funding guidelines for the next fiscal year.

OFFICE OF THE ASSESSOR

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Administration</i>				
Office visits	175	169	3,510	2,207
Building permits processed	900	514	6,968	4,414
Change of Name	6	5	87	56
Property tax appeals	0	0	1,040	434
Certificate of Errors	6	5	1,623	578
Property location updates	31	1	32	5
Sales Recording	528	0	2,489	1,355
New owner mailing	384	146	1,884	1,136
<i>Exemptions</i>				
Homeowner exemptions	26	15	406	188
Senior homeowner exemptions	7	5	452	257
Senior Freeze exemptions	15	2	229	154
Disabled Veteran exemptions	0	3	37	35
Disabled person exemptions	10	5	117	65
Miscellaneous exemptions	2	6	45	26

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. November had a total of 6 visitors after 4:30 pm.
- The Assessors Department has a total of 3,034 e-mails on department contact list; 37 e-mails added in November.
- Chief Deputy Glascott attended the Downey Hall dedication November 5.
- Chief Deputy Glascott and Deputy Deyne volunteered at the Veterans Dinner November 25.
- Hanover Township will open for Board of Review appeals December 10 through January 8, 2020.

Office of the Assessor Mission Statement:

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

OFFICE OF COMMUNITY HEALTH

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Appointments</i>				
ProTimes	7	9	73	92
TB skin test	9	14	74	66
Cholesterol	2	4	83	81
Pharmaceutical Assistance Programs	0	0	3	13
Miscellaneous labs	10	11	85	88
Wellness Screening (BP, diabetes, anemia)	25	50	371	267
Other	37	53	373	269
<i>Clinic Clients</i>				
Senior Center/ home visits	85	113	808	681
Astor Avenue	8	16	70	43
Elgin, Izaak Walton Center	4	12	27	19
Offsite clinics	12	17	92	88
Total clients (unduplicated)	37	58	430	363
<i>Public Education & Health Promotion</i>				
Media coverage	0	4	21	34
Informational seminars/Program	5	2	50	35
Program Participants	133	90	1837	1535
<i>Primary Care Provider Support</i>	9	20	25	64

Department Highlights

- Director Smith and Community Health Nurse Court provided 2 home visits for residents in the month of November.
- Director Smith and Community Health Nurse Court assisted 9 residents with health insurance enrollment during open enrollment for the Affordable Care Act in the month of November.
- The Office of Community Health hosted Life Line Screening on November 5 to provide cardiovascular health screenings for 46 participants in the community.
- Community Health Nurse Court held a viewing of the documentary Still Alice at the Izaak Walton Center with a Q&A session following the movie on Alzheimer's on November 5.
- Sarah Tyrrell started on November 20 as the new Community Health Assistant for the Office of Community Health.
- Director Smith presented at the Diversity and Engagement Task Force Meeting to educate the members on the programs and services provided by the Office of Community Health.
- Director Smith attended the Veteran's Honor Roll dinner on November 25.
- Director Smith provided bloodborne pathogen training for the Aging Services Transportation Division on November 26.

Office of Community Health Mission Statement:

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

OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Website Visits (total)</i>	4,177	4,748	34,158	39,672
<i>Website Visits (unique)</i>	5,936	4,078	35,632	33,655
<i>Facebook Likes</i>	30	60	3,511	2,801
<i>Facebook Reach</i>	51,573	62,058	462,699	334,361
<i>Twitter Followers (new)</i>	4	4	27	60
<i>YouTube Views</i>	188	785	1,477	2,910
<i>Media Releases</i>	5	5	23	26
<i>Veteran Contacts</i>	66	48	510	455
<i>Total Veterans served</i>	50	35	381	476
<i>Total Resident Contacts (Elgin office)</i>	187	169	4,236	2,908

Department Highlights

- Director Kuttenberg presented to the Open Space Lands Acquisition and Development Grant Advisory Board on November 5 on the Township's application to develop the master plan for the Izaak Walton Center & Reserve. Grant awards should be announced in January 2020.
- Director Kuttenberg attended the Downey Hall dedication on November 5 at the Town Hall.
- Director Kuttenberg attended the Township Officials of Illinois annual education conference November 10 – 12 in Springfield. The director attended sessions on free speech on social media, working with watchdogs, and crisis communications.
- Director Kuttenberg attended the Village of Bartlett's Complete Census Count Committee on November 19 at the village hall. Topics and strategies for ensuring a complete count were discussed.
- Director Kuttenberg trained Youth & Family Services staff on editing the Township website on November 19.
- Director Kuttenberg attended the bi-monthly meeting of the Township Communicators of Illinois on November 20 at Palatine Township.
- Veterans Specialist Wollack and 30 veterans visited the Great Lakes Naval Museum on November 21.
- Director Kuttenberg and Supervisor McGuire met Cub Scout Pack 1855 at the Food Pantry on November 23 to accept the donations from their annual food drive.
- Director Kuttenberg and Veterans Specialist Wollack attended the November 25 Veterans' Honor Roll dinner at the Senior Center.
- Directors Kuttenberg and Imperato joined Administrator Barr in attending the Elgin Area Chamber's Thanksgiving Luncheon on November 26 at Elgin Community College. Trustee Essick was the keynote speaker.
- Directors Kuttenberg and Colagrossi joined Supervisor McGuire in attending the bi-monthly meeting of the Blackhawk Residents Association on November 26. Township personnel presented on programs and services with an emphasis on transportation for older adults.
- The Izaak Walton Center hosted the quarterly meeting of the Woodland Meadows East HOA on November 26.

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DEPARTMENT OF EMERGENCY SERVICES

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Volunteers</i>				
Total volunteers	26	34	26	34
New volunteers	1	0	1	8
<i>Hours</i>				
Volunteer Detail Hours	262.5	208.5	3,813	3,248.5
Volunteer Work Hours	169.5	195.5	1,753.5	1,655.25
Volunteer Training Hours	93	211	1,689	2,163
<i>Total Volunteer Hours</i>	525	615	7,255.5	7,066.75
<i>Details</i>				
Emergency Call Outs	8	10	55	59
Safety Patrols	6	3	36	26
Township Sponsored Events	5	2	32	26
Other Community Events	0	1	42	35
Miscellaneous	0	0	6	0
<i>Total Details</i>	19	16	171	146

Department Highlights

- Director Crews had a productive meeting with the Bartlett Area Chamber of Commerce regarding emergency preparedness.
- Director Crews attended and successfully completed the National Association of EMS Educator course enabling Director Crews to instruct the proposed Emergency Medical Technician curriculum.
- Director Crews, Director's Aid McGuire, and Director's Aid Simandl participated in a meeting with Northern Illinois Emergency managers to discuss various topics related to emergency preparedness.
- Director Crews received notice from the Illinois Law Enforcement Association Service that HTES will be the benefactor of 10 STARCOM radios.
- The bulk of the HTES Standard Operating guidelines are revised and being placed into a training power point for the membership.
- The HTES budget is reformatted in Excel reflecting all expenditures and remaining funding in all lines for the fiscal year.
- HTES is developing presentations for all Township communities showcasing the resources and abilities of the Townships valued volunteer membership.
- Meetings continue with area police and fire chiefs continuing those partnerships.
- HTES has been named the recipient of the Command trailer from the Illinois Emergency Services Management Association. This shared resource will enable HTES team to work closer together with area partners in a command setting and also serve as a refuge area for longer events during inclement weather.

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DEPARTMENT OF FACILITIES & ROAD MAINTENANCE

Report for November, 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Administration</i>				
Vehicle service calls	6	6	52	73
Work orders	40	24	579	328
Event set-ups/tear downs	169	163	1,324	1,272
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,042	5,338	35,033	38,563
Town Hall	6,120	6,720	64,020	59,332
Senior Center	31,503	25,331	246,239	267,974
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	200.63	163.68	586.85	657.82
Town Hall	813.01	623.67	3,010.85	2,063.66
Senior Center	2,121.20	1,713.42	8,719.91	8,996.00
<i>Road Maintenance</i>				
Salt Usage (Tons)	92	121	194	192

Department Highlights

- Operations Manager Nelson and facilities staff assisted ClimaTemp Heating and Cooling with the replacement of Town Hall Roof Top Unit #2. RTU #2 services the front portion of Youth and Family Services.
- Facilities staff managed and assisted EcoTek Insulation with the installation of spray foam insulation of the two attic spaces and window cavities at the Izaak Walton Center.
- Schroeder Asphalt completed the roadway resurfacing portion of the East Sherwood Oaks project, and completed the excavation, backfill, and roadway construction and finish of the roadway surface of the connecting road for the Izaak Walton resurfacing project. Due to early snowfalls and low temperatures, the Izaak Walton parking lot resurfacing and final restoration will be completed in the spring of 2020. Final ditching and restoration of the Sherwood Oaks project will be completed in December.
- Operations Manager Nelson worked with Fox Valley Fire and Safety to complete the annual fire extinguisher inspections for all Township buildings, as well as the Township vehicle fleet.
- Facilities Manager O’Neil, Facilities Associate Rundquist, and Facilities Associate Marcinek installed holiday decorations throughout all Township facilities including the assembly of the Senior Center Holiday Tree, lighting, and outdoor planter decorations.
- Facilities and Road Maintenance Department completed the hiring and training of two additional seasonal plow operators in preparation for the upcoming winter snow operations.
- Lawn maintenance equipment has been taken in for winterization and preventive maintenance to Russo Power Equipment.

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DEPARTMENT OF HUMAN SERVICES

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>General Assistance</i>				
General Assistance clients	11	10	85	93
General Assistance appointments	22	23	188	184
Emergency Assistance appointments	24	21	221	171
Emergency Assistance approved	2	4	28	43
Crisis intake clients	402	153	1,677	974
Access to Care	0	0	1	0
<i>LIHEAP Applications/PIPP Re-certifications</i>				
Office	61	72	190	209
Circuit Breaker	0	0	0	1
<i>Social Services</i>				
ComEd Hardships	0*	0*	60	98
Weatherization	0	0	0	2
<i>Food Pantry</i>				
Served (Households)	1,373	1,309	6,123	5,698
New applications	51	41	288	251
Food Donations	68	85	372	472
<i>Community Center Walk-Ins</i>	156	220	1,463	1,397

* Program Closed

Department Highlights

- Thanksgiving Meal Box Distribution was held at the Astor Avenue Community Center with 600 meal boxes being distributed to families in need.
- Holiday Program registration began October 1. Currently, 420 families have registered with a total of 1,150 children.
- On November 5, Human Services hosted a LIHEAP/PIPP application event so residents could process applications early and have the opportunity to choose which energy assistance program worked best for their situation.
- Outreach Coordinator Burke introduced himself to local elementary school social workers as well as shared information about upcoming holiday events at Hanover Township.
- Employment Specialist Flaxman completed 6 employment counseling appointments and 3 active clients reported gaining employment.
- U.S. Census Bureau held 3 hiring events at the Astor Avenue Community Center and will continue these events through December.
- Fresh Express and All Staffing hosted hiring events at the Astor Avenue Community Center.
- Case Manager Dewey hosted a Community Resource Group on Holiday Stress Management with 12 people in attendance.
- Nicor Sharing, a program offered through the Salvation Army, is another valuable resource assisting qualifying residents with large Nicor balances. 10 Nicor Sharing applications have been submitted in FY20.
- CEDA is onsite at the Astor Avenue Community Center every Wednesday from 8:30 am - 4:30 pm.
- Senator Castro's office is onsite at the Astor Avenue Community Center every Tuesday from 1:30 pm - 6:00 pm.

Welfare Services Mission Statement:

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

OFFICE OF THE MENTAL HEALTH BOARD

Report for December 2019

SERVICE PROVIDED	OCTOBER 2019	OCTOBER 2018	FYTD 2020	FYTD 2019
<i>Grant Funding</i>				
New clients	251	282	1,848	2,581
Ongoing clients	840	765	4,751	3,647
Closed cases	50	62	455	473
Prevention programming presentations	20	47	241	800
Number in audience	303	453	1,328	2,014
<i>TIDE</i>				
Participants	24	18	24	18
Rides	194	153	612	905
<i>Resource Center</i>				
Organizations providing services	6	6	6	6
Clients served	142	54	686	293

Department Highlights

- The Mental Health Board met on November 18 and awarded \$2,119.26 to Children’s Advocacy Center for a training on Brain-Mapping with children who have experienced trauma. The Mental Health Board also heard a capital request from Ecker Center for Mental Health and a Challenge Request from the American Association of Retired Asians but needed more information before considering the requests. The Board also heard from the following agencies regarding their Service Contract Applications for FY21:
 - Hanover Township Senior Services
 - The Community Crisis Center of Elgin
 - PADS of Elgin
 - Gigi’s Playhouse
 - Boys & Girls Club of Elgin
 - Kenneth Young Center
- Manager Teachout attended an agency visit at Journey’s: From PADS to Hope in Palatine to learn about services the Mental Health Board funds.
- Manager Teachout served as a panelist for Gigi’s Playhouse National Leadership Conference for a discussion on funding.
- Manager Teachout attended the Greater Elgin Family Care Center’s Grand Opening of their Medically Assisted Treatment Center on Lake Street that the Mental Health Board funded. The Medically Assisted Treatment Center is currently serving individuals with an opioid addiction.
- Manager Teachout completed a site visit with Mental Health Board member Matthew Steichmann to Ecker Center for Mental Health.
- Manager Teachout presented at the Diversity and Engagement Task Force on the purpose and function of the Mental Health Board on November 20.
- Manager Teachout volunteered at the Veteran’s Dinner on November 25.
- Manager Teachout completed Funding Application binders for the Mental Health Board.
- Manager Teachout completed contract for Spanish translation of the Mental Health Board Resource Guide.
- Manager Teachout began work on budget projections for FY21.

Mental Health Board Mission Statement:

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

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for November 2019

SERVICE PROVIDED	NOVEMBER 2019	NOVEMBER 2018	FYTD 2020	FYTD 2019
<i>Outreach & Prevention</i>				
Open Gym participants	1,336	1,106	8,241	8,749
Open Gym participants (unduplicated)	397	452	1,764	1,035
Alternative to Suspension referrals	16	3	106	73
Alternative to Suspension participants	287	334	718	1,546
Alternative to Suspension participants (unduplicated)	44	136	169	177
<i>Clinical</i>				
Therapy clients	254	501	2,712	3,230
Therapy clients (unduplicated)	95	208	1,125	1,271
New clients (unduplicated)	0	3	19	62
Clinical hours	159	285	2,013	2,134
Group session participants	72	274	745	1,644
<i>Tutoring Participants</i>				
Total	111	222	571	1,013
Unduplicated	40	83	195	163

Department Highlights:

- Director Houdek attended the Downey Hall Rededication on November 5.
- Manager Dickinson, Program Coordinator Miguel, and Administrative Services Coordinator Callahan conducted first round interviews for Open Gym Assistants.
- Manager Dickinson partnered with Parkwood Elementary for a food drive to support Hanover Township's Food Pantry.
- Director Houdek, Manager Dickinson, and Administrative Services Coordinator Callahan conducted first round interviews for the Clinical Manager, Administrative Assistant, and the Substance Abuse Prevention Specialist positions.
- Director Houdek attended the Township Officials of Illinois Annual Education Conference on November 10-12.
- Melanie Salazar, a Bartlett High School student and a Youth and Family Service youth leader, won the 2019 AITCOY Youth Leadership Award for her volunteerism and demonstration of exceptional leadership in the Township's youth programming.
- Nadine Lejuene, a volunteer for Hanover Township Youth and Family Services won the 2019 AITCOY Volunteer of the Year Award for showing outstanding dedication in helping youth.
- Manager Dickinson met with Kyle Wright, Streamwood High School Assistant Principal of Freshman Success, to discuss programs and services for freshman on November 13.
- Director Houdek met with Principal Catherine Fletcher of Heritage School on November 25 to discuss providing Social Academic Instructional Groups (SAIG) for their students.

The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. We strengthen families, provide outreach to youth at risk of school failure and contribute to the building of a healthier Township community.

Hanover Township

Board Audit Report

From 12/3/19 - 12/16/19

	<u>Total</u>
Total Town Fund	66,075.17
Total Aging Services Fund	30,045.84
Total Human Services Fund	3,323.83
Total Road Maintenance Fund	14,866.27
Total Mental Health Board Fund	11,742.05
Total IMRF Fund	
Total Social Security Fund	
Total Vehicle Fund	200.00
Total Capital Fund	2,000.00
Total All Funds	<u><u>128,253.16</u></u>

Supervisor

Town Clerk
Attest

Trustee

Trustee

Trustee

Trustee

Hanover Township Board Audit Report

December 3 - 16, 2019

Type	Date	Num	Name	Memo	Amount
1014 · Town Fund - Expenditures					
101CHN · Community Health					
1014452 · Office Supplies					
Check	12/10/2019	134498	Accurate Office Supply Co	Inv# 498633 Ink/Folders/Organizer	63.61
Total 1014452 · Office Supplies					63.61
1014461 · Miscellaneous					
Check	12/13/2019	134546	A1 Trophies & Awards	Inv# 14865 Name Badge	7.99
Total 1014461 · Miscellaneous					7.99
1014465 · Medical Supplies					
Check	12/13/2019	134554	McKesson Medical Surgical	Inv# 69761066 Gloves/Needles	139.69
Check	12/13/2019	134554	McKesson Medical Surgical	Inv# 68942331 TB Tests	232.83
Total 1014465 · Medical Supplies					372.52
1014491 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	1,094.04
Total 1014491 · Health Insurance					1,094.04
Total 101CHN · Community Health					1,538.16
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014614 · Printing					
Check	12/10/2019	134505	Braden Interact Business (Jay St)	Inv# 606513 Copy Charges November 2019	7.55
Total 1014614 · Printing					7.55
1014619 · Office Supplies					
Check	12/10/2019	134531	Staples	Inv# 3431825004 Soap/Air Freshener/Desk Pad	34.45
Check	12/10/2019	134531	Staples	Inv# 3431825004 Toner (4pack)	152.98
Total 1014619 · Office Supplies					187.43
1014621 · Satellite Office Utilities					
Check	12/10/2019	134526	Nicor 78	Acct# 78-11-12-9467 Monthly Charges10/25/19-11/23/19	215.65
Total 1014621 · Satellite Office Utilities					215.65
1014623 · Satellite Office Phone & Intrnt					
Check	12/10/2019	134501	AT&T 697	Acct# 847 742-8953 697 Monthly Charge 11/22/19-12/21/19	144.10
Check	12/10/2019	134533	Verizon Wireless (00002)	Inv# 9842430548 Monthly Charges	36.01
Check	12/13/2019	134562	Kuttenberg, Thomas W	Cell Phone Reimbursement - 4th Quarter	150.00
Check	12/13/2019	134568	Comcast (6276 IWC Internet)	Acct# 8771 20 032 0786276 Monthly Charges 12/4-1/3	201.85
Total 1014623 · Satellite Office Phone & Intrnt					531.96
1014691 · Health Insurance					

Hanover Township Board Audit Report

December 3 - 16, 2019

Type	Date	Num	Name	Memo	Amount
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	547.02
	Total 1014691 · Health Insurance				547.02
	Total 101CMA · Community Relations				1,489.61
	Total 101CVA · Community & Veteran Affairs				1,489.61
101ES · ES - Expenditures					
1014809 · Pre-Volunteer Screening					
Check	12/10/2019	134494	Midwest Service Corporation	Inv# 86182 Annual Drug/Alcohol Screenings 2020 (27)	1,795.50
	Total 1014809 · Pre-Volunteer Screening				1,795.50
1014812 · Volunteer Appreciation					
Check	12/10/2019	134529	Frank Scheid	Open House Supplies	21.48
	Total 1014812 · Volunteer Appreciation				21.48
1014813 · Vehicle Fuel & Maintenance					
Check	12/10/2019	134515	Friendly Ford, Inc	Inv# C53784 Vehicle Maintenance Oil Change	79.57
Check	12/10/2019	134515	Friendly Ford, Inc	Inv# C53789 Vehicle Maintenance oil Change	93.30
	Total 1014813 · Vehicle Fuel & Maintenance				172.87
1014814 · Communications					
Check	12/10/2019	134533	Verizon Wireless (00002)	Inv# 9842430548 Monthly Charges	93.60
	Total 1014814 · Communications				93.60
1014891 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	1,881.76
	Total 1014891 · Health Insurance				1,881.76
	Total 101ES · ES - Expenditures				3,965.21
101LEA · Legal & Auditing					
1014502 · Legal Services					
Check	12/13/2019	134579	Kopon Airdo, LLC	Inv# 190-0001-29107 Legal Services	25,088.76
	Total 1014502 · Legal Services				25,088.76
	Total 101LEA · Legal & Auditing				25,088.76
101MAIN · Facilities Maintenance					
1014202 · Office Supplies					
Check	12/10/2019	134531	Staples	Inv# 3427299995 Desk Calendars	19.98
	Total 1014202 · Office Supplies				19.98
1014205 · Janitorial Supplies					

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Type	Date	Num	Name	Memo	Amount
Check	12/10/2019	134503	Bade Supply	Inv# 31893 Foam Soaps/Handwash Soap/Toilet Tissue/Towels	577.50
Check	12/13/2019	134564	Bade Supply	Inv# 30912 Hand Towels/Liners/Toilet Tissue	501.52
Total 1014205 · Janitorial Supplies					1,079.02
1014208 · Housekeeping Contract					
Check	12/10/2019	134511	Custodius Chicago	Inv# 527 Cleaning Services - IWC	865.00
Check	12/10/2019	134530	Scrubco	Inv# 10490 Cleaning Services - Astor	800.00
Check	12/13/2019	134569	Imperial Service Systems, Inc	Inv# 129478 Cleaning Services - Town Hall	1,069.00
Check	12/13/2019	134569	Imperial Service Systems, Inc	Inv# 129510 Cleaning Services - Senior Center	1,666.00
Total 1014208 · Housekeeping Contract					4,400.00
1014209 · Building Contracts					
Check	12/10/2019	134528	Orkin Pest Control 337 (Town)	Inv# 186940827 Pest Control	80.26
Total 1014209 · Building Contracts					80.26
1014210 · Building Maintenance - Town					
Check	12/10/2019	134513	FlagsUSA	Inv# 76615 US Flag	73.00
Total 1014210 · Building Maintenance - Town					73.00
1014211 · Building Maintenance - Senior					
Check	12/10/2019	134513	FlagsUSA	Inv# 76615 US/State Flag	42.00
Total 1014211 · Building Maintenance - Senior					42.00
1014212 · Building Maintenance - Astor					
Check	12/10/2019	134504	Batteries + Bulbs	Inv# P21631947 Batteries	69.55
Total 1014212 · Building Maintenance - Astor					69.55
1014221 · Cell Phone/Communications					
Check	12/10/2019	134533	Verizon Wireless (00002)	Inv# 9842430548 Monthly Charges	54.15
Total 1014221 · Cell Phone/Communications					54.15
1014222 · Trash Removal - Town					
Check	12/10/2019	134518	Groot, Inc.	Acct# 3107-68246 Inv# 4775482 Monthly Charges Dec 2019	264.73
Total 1014222 · Trash Removal - Town					264.73
1014223 · Trash Removal - Senior					
Check	12/10/2019	134518	Groot, Inc.	Acct# 3107-61390 Inv# 4775313 Monthly Charges Dec 2019	339.39
Total 1014223 · Trash Removal - Senior					339.39
1014224 · Trash Removal - Astor					
Check	12/10/2019	134518	Groot, Inc.	Acct# 3107-69323 Inv# 4775483 Monthly Charges Dec 2019	660.78

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Type	Date	Num	Name	Memo	Amount
Total 1014224 · Trash Removal - Astor					660.78
1014228 · Building Maintenance - Izaac					
Check	12/10/2019	134513	FlagsUSA	Inv# 76615 US Flag	21.00
Total 1014228 · Building Maintenance - Izaac					21.00
1014229 · Equipment Maintenance - Izaac					
Check	12/10/2019	134514	Fox Valley Fire & Safety	Inv# 00315988 Annual Fire Extinguisher Inspection - IWC	85.00
Total 1014229 · Equipment Maintenance - Izaac					85.00
1014230 · Trash Removal - Izaac					
Check	12/10/2019	134518	Groot, Inc.	Acct# 3107-54379 Inv# 4776240 Monthly Charges Dec 2019	127.96
Total 1014230 · Trash Removal - Izaac					127.96
1014291 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	3,894.79
Total 1014291 · Health Insurance					3,894.79
Total 101MAIN · Facilities Maintenance					11,211.61
101PAN · Pantry					
1014161 · Utilities					
Check	12/10/2019	134524	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges 10/14/19-11/13/19	88.00
Check	12/10/2019	134525	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges 10/14/19-11/13/19	103.73
Check	12/10/2019	134535	Village of Hanover Park	Acct# 3940-001 Water/Sewer Astor Ave	29.52
Check	12/13/2019	134566	Com Ed 016 (Astor)	Acct# 8584152016 Monthly Charges 10/31-12/3	595.25
Total 1014161 · Utilities					816.50
1014191 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	1,652.01
Total 1014191 · Health Insurance					1,652.01
Total 101PAN · Pantry					2,468.51
101THE · Town Hall Expense					
1014402 · Telephone - Town					
Check	12/10/2019	134502	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges 11/16/19-12/15/19	44.15
Check	12/13/2019	134577	Call One	Inv# 165516 Monthly Charges	723.06
Total 1014402 · Telephone - Town					767.21
1014403 · Utilities - Town					
Check	12/10/2019	134522	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges 10/14/19-11/13/19	467.75
Check	12/10/2019	134534	Village of Bartlett	Acct# 396001 Water/Sewer - Township	147.57
Check	12/13/2019	134559	Village of Bartlett	Acct# 63818 Water/Sewer - Runzel Reserve	29.40

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Type	Date	Num	Name	Memo	Amount
Total 1014403 · Utilities - Town					644.72
1014405 · Internet Access - Town					
Check	12/13/2019	134576	AT&T 824	Acct 253810824 Back-up Internet 11/28-12/27	78.53
Total 1014405 · Internet Access - Town					78.53
Total 101THE · Town Hall Expense					1,490.46
101TOE · Town Office Expense					
1014404 · Office Supplies					
Check	12/10/2019	134531	Staples	Inv# 3427299995 Ink (4 Pack)	145.97
Check	12/10/2019	134531	Staples	Inv# 3431289248 Toner Cartridge (2 Pack)/Labels	296.95
Check	12/10/2019	134531	Staples	Inv# 3431289249 Toner/Coffee/Tape	296.56
Check	12/10/2019	134531	Staples	Credit Inv# 3422995663	-79.99
Check	12/10/2019	134531	Staples	Credit Inv# 3425094942	-68.58
Check	12/10/2019	134531	Staples	Credit Inv# 3429088494	-105.98
Check	12/10/2019	134531	Staples	Credit Inv# 3429088495	-105.98
Check	12/10/2019	134531	Staples	Credit Inv# 3430700327	-207.98
Total 1014404 · Office Supplies					170.97
1014406 · Printing					
Check	12/10/2019	134507	Braden Interact Business Products (Town)	Inv# 606995 Copy Charges - November 2019	383.73
Total 1014406 · Printing					383.73
1014414 · Memberships, Subs & Publication					
Check	12/10/2019	134521	National Association of Parliamentarians	Cust# 013038 Association Annual Dues - Barr	104.00
Check	12/13/2019	134578	IESMA	Inv# 6079 Member Dues	25.00
Total 1014414 · Memberships, Subs & Publication					129.00
1014429 · Miscellaneous					
Check	12/10/2019	134497	A1 Trophies & Awards	Inv# 14691 Plaque	48.00
Total 1014429 · Miscellaneous					48.00
1014530 · Financial Administration					
Check	12/10/2019	134517	Governmental Accounting, Inc	Inv# 58689 Monthly Contract Billing	5,400.00
Total 1014530 · Financial Administration					5,400.00
1014531 · Community Affairs					
Check	12/13/2019	134565	Bartlett Chamber of Commerce	Inv# 4318 Member Dues	410.00
Check	12/13/2019	134575	A1 Trophies & Awards	Inv# 14840 Trustee Recognition Plaque	39.74
Total 1014531 · Community Affairs					449.74
1014591 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	3,686.93

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Type	Date	Num	Name	Memo	Amount
Total 1014591 · Health Insurance					3,686.93
Total 101TOE · Town Office Expense					10,268.37
104ASR · Assessor's Division					
1044405 · Office Supplies					
Check	12/10/2019	134531	Staples	Inv# 3430158569 Toner Cartridge	279.99
Check	12/10/2019	134531	Staples	Inv# 3431289250 Toner Cartridges (3)	431.97
Total 1044405 · Office Supplies					711.96
1044426 · Miscellaneous					
Check	12/10/2019	134508	Cook County Township Assessors' Assoc	CCTAA Annual Holiday Luncheon 2019 (2)	70.00
Total 1044426 · Miscellaneous					70.00
1044491 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	2,199.03
Total 1044491 · Health Insurance					2,199.03
Total 104ASR · Assessor's Division					2,980.99
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094608 · Salaries					
Check	12/10/2019	134532	Surestaff Inc	Inv# 30133671 Part Time Temp Help	651.70
Check	12/13/2019	134557	Surestaff Inc	Inv# 30134134 Part Time Temp Help	368.73
Total 1094608 · Salaries					1,020.43
1094614 · Printing					
Check	12/10/2019	134520	Kwik Print	Inv# 66136 Business Cards	42.90
Check	12/10/2019	134520	Kwik Print	Inv# 66180 Business Cards	42.90
Check	12/13/2019	134563	A1 Trophies & Awards	Inv# 14864 Name Badge (2)	15.98
Check	12/13/2019	134563	A1 Trophies & Awards	Inv# 14872 Name Badge	7.99
Total 1094614 · Printing					109.77
1094617 · Equipment Maintenance					
Check	12/10/2019	134512	De Lage Landen Financial Services	Inv# 65999097 Copier Lease 12/15/19-01/14/20	179.06
Total 1094617 · Equipment Maintenance					179.06
1094621 · Recruitment and Pre Employment					
Check	12/03/2019	134373	Alexian Brothers Medical Group	Inv# 693811 Drug/Alcohol Screen	0.00
Check	12/13/2019	134574	Verify (XHANYF)	Inv# 1328288 Background Checks September	36.00
Check	12/13/2019	134574	Verify (XHANYF)	Inv# 1334368 Background Checks October	18.00
Check	12/13/2019	134574	Verify (XHANYF)	Inv# 1339035 Background Checks November	18.00
Total 1094621 · Recruitment and Pre Employment					72.00

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Type	Date	Num	Name	Memo	Amount
Total 1104527 · Equipment					195.20
1104533 · Printing					
Check	12/13/2019	134555	Quik Impressions Group	Inv# 832701 Bilingual Brochures Shipping	25.92
Total 1104533 · Printing					25.92
1104591 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	2,428.78
Total 1104591 · Health Insurance					2,428.78
Total 1104ADM · Administration					6,536.22
1104NUT · Nutrition					
1105551 · Congregate Food					
Check	12/03/2019	134378	Get Fresh Produce, Inc	Inv# 3389296 Congregate Food	72.20
Check	12/03/2019	134378	Get Fresh Produce, Inc	Inv# 3389854 Congregate Food	11.55
Check	12/03/2019	134379	Highland Baking Company	Inv# 2186587 Congregate Food	54.51
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384104 Congregate Food	14.93
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384613 Congregate Food	114.34
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3385128 Congregate Food	189.33
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3390234 Congregate Food	225.85
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3395001 Congregate Food	154.75
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3397298 Congregate Food	124.44
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3402713 Congregate Food	56.23
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3401203 Congregate Food	123.30
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3394813 Congregate Food	113.52
Check	12/13/2019	134571	Highland Baking Company	Inv# 2195072 Congregate Food	31.04
Check	12/13/2019	134571	Highland Baking Company	Inv# 2194208 Congregate Food	30.60
Check	12/13/2019	134571	Highland Baking Company	Credit 2179847	-2.43
Total 1105551 · Congregate Food					1,314.16
1105553 · Congregate Supplies					
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384613 Congregate Supplies	29.15
Check	12/13/2019	134561	West Pier Laundry Streamwood	Inv# 2560 Laundry Service Dish Towels/Tablecloths	21.58
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3402713 Congregate Supplies	24.93
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3401203 Congregate Supplies	11.20
Total 1105553 · Congregate Supplies					86.86
1105558 · Home Delivered Meals Food					
Check	12/03/2019	134378	Get Fresh Produce, Inc	Inv# 3389296 HDM Food	72.20
Check	12/03/2019	134378	Get Fresh Produce, Inc	Inv# 3389854 HDM Food	11.55
Check	12/03/2019	134379	Highland Baking Company	Inv# 2186587 HDM Food	54.51
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384104 HDM Food	14.92
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384613 HDM Food	114.34
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3385128 HDM Food	189.33
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3390234 HDM Food	225.85
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3395001 HDM Food	154.75

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Type	Date	Num	Name	Memo	Amount
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3397298 HDM Food	124.44
Check	12/13/2019	134553	Pur Foods LLC dba Mom's Meals	Inv# MM 11302019 Special Dietary Meals (98)	710.50
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3402713 HDM Food	56.22
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3401203 HDM Food	123.30
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3394813 HDM Food	113.52
Check	12/13/2019	134571	Highland Baking Company	Inv# 2195072 HDM Food	31.04
Check	12/13/2019	134571	Highland Baking Company	Inv# 2194208 HDM Food	30.60
Check	12/13/2019	134571	Highland Baking Company	Credit 2179847	-2.43
Total 1105558 · Home Delivered Meals Food					2,024.64
1105560 · Home Delivered Meals Supplies					
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3384613 HDM Supplies	29.15
Check	12/13/2019	134561	West Pier Laundry Streamwood	Inv# 2560 Laundry Service Dish Towels/Tablecloths	21.57
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3402713 HDM Supplies	24.92
Check	12/13/2019	134570	Get Fresh Produce, Inc	Inv# 3401203 HDM Supplies	11.20
Total 1105560 · Home Delivered Meals Supplies					86.84
1105561 · Event Catering					
Check	12/10/2019	134516	Get Fresh Produce, Inc	Inv# 3389431 Event Catering	204.95
Total 1105561 · Event Catering					204.95
Total 1104NUT · Nutrition					3,717.45
1104PRO · Programs					
1104514 · Weekend Programming					
Check	12/13/2019	134541	Krista August	Senior Presentation - Rise of Chicago	200.00
Total 1104514 · Weekend Programming					200.00
1104515 · Programming					
Check	12/03/2019	134377	Dance Alternatives, Inc.	Inv# HP092019 Line Dance Classes September 2019	165.00
Check	12/03/2019	134377	Dance Alternatives, Inc.	Inv# HP102019 Line Dance Classes October 2019	220.00
Check	12/03/2019	134377	Dance Alternatives, Inc.	Inv# HP112019 Line Dance Classes November 2019	165.00
Check	12/13/2019	134540	George Holmes	Inv# 11531 Music Entertainment	225.00
Check	12/13/2019	134542	Jim Gibbons	Senior Presentation - Worlds Fair	275.00
Check	12/13/2019	134543	William Hazelgrove	Inv# 12919 Senior Presentation - Teddy Roosevelt	200.00
Check	12/13/2019	134544	Martha Mathisen	Inv# 1965 Senior Presentation - Cleopatra	300.00
Check	12/13/2019	134573	The Seville	Inv# 15310 Holiday Party (182)	3,885.70
Total 1104515 · Programming					5,435.70
1104520 · Volunteer Services					
Check	12/03/2019	134374	Clinton & Jeanine Baker	Home Delivered Meals Mileage Reimbursement 9/30/19-11/27/19	99.18
Check	12/03/2019	134383	Kevin Patterson	Home Delivered Meals Mileage Reimbursement 10/4/19-11/27/19	85.26
Check	12/03/2019	134384	Charles Valerio	Home Delivered Meals Mileage Reimbursement November 2019	30.16
Check	12/10/2019	134489	Steve Gibson	Home Delivered Meals Mileage Reimbursement November 2019	35.96
Check	12/10/2019	134490	Lori Knaub	Home Delivered Meals Mileage Reimbursement November 2019	86.77
Check	12/10/2019	134491	Valerie Jachowske	Home Delivered Meals Mileage Reimbursement 10/10/19-12/5/19	66.12

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Type	Date	Num	Name	Memo	Amount
Check	12/10/2019	134492	Andrew and Angela Lazzara	Home Delivered Meals Mileage Reimbursement Oct/Nov 2019	59.45
Check	12/10/2019	134493	Alan Lenoci	Home Delivered Meals Mileage Reimbursement November 2019	68.44
Check	12/10/2019	134495	Larry Piemonte	Home Delivered Meals Mileage Reimbursement November 2019	38.86
Check	12/10/2019	134496	Joanne Watson	Home Delivered Meals Mileage Reimbursement 11/12/19-12/02/19	46.40
Check	12/13/2019	134537	Lawrence Boquist	Home Delivered Meals Mileage Reimbursement 11/1-12/6	57.83
Total 1104520 · Volunteer Services					674.43
1104532 · Visual Arts					
Check	12/03/2019	134381	Denise Laurin-Donatelle	Inv# 111919 Oil Painting Class Nov 2019	210.00
Check	12/03/2019	134382	Midwest Ceramic Art Supply	Inv# 11142019 Ceramic Bisqueware/Class Supplies (80)	704.51
Check	12/13/2019	134547	Blick Art Materials	Inv# 2553061 Art Supplies	155.03
Check	12/13/2019	134547	Blick Art Materials	Inv# 2547113 Art Supplies	94.49
Check	12/13/2019	134550	Hobby Lobby	Inv# 86557661 Seasonal Art Supplies	48.81
Total 1104532 · Visual Arts					1,212.84
1104891 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	5,338.94
Total 1104891 · Health Insurance					5,338.94
Total 1104PRO · Programs					12,861.91
1104SOC · Social Services					
1104560 · Psychiatric Services					
Check	12/10/2019	134488	Alexian Bros. Behavioral Health Hospital	C-Hope Psychiatric Services	25.00
Total 1104560 · Psychiatric Services					25.00
1104991 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	644.51
Total 1104991 · Health Insurance					644.51
Total 1104SOC · Social Services					669.51
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	12/13/2019	134538	Airstream Pressure Washing Inc	Inv# 3951 On Site Bus Washing (9)	225.00
Check	12/13/2019	134549	Complete Fleet Services Inc.	Inv# 23369 Tires (4)/Wheelchair Lift Repair/Oil Change	2,099.26
Check	12/13/2019	134551	Kammes Auto & Truck Repair, Inc.	Inv# 129738 Bus 139 Inspection	35.00
Total 1104518 · Vehicle Maintenance					2,359.26
1104549 · Recruitment					
Check	12/10/2019	134500	Alexian Bros Corporate Health Services	Inv# 693811 Employee Physical	79.00
Check	12/13/2019	134539	Alexian Bros Corporate Health Services	Inv# 696869 Employee DrugScreen/Physical	136.00
Total 1104549 · Recruitment					215.00
1104550 · Telephone					

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Type	Date	Num	Name	Memo	Amount
Check	12/13/2019	134558	Verizon Wireless	Acct# 742025529 Monthly Charges 11/19-12/18	514.33
Total 1104550 · Telephone					514.33
1104553 · Uniforms					
Check	12/03/2019	134375	Cintas #22	Inv# 1900898968 Driver Uniform Shirt	43.20
Total 1104553 · Uniforms					43.20
1104691 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	3,128.96
Total 1104691 · Health Insurance					3,128.96
Total 1104TRN · Transportation					6,260.75
Total 1104 · Aging Services - Expenditures					30,045.84
2024 · Human Services - Expenditures					
2024ADM · Administration					
2024210 · Printing					
Check	12/10/2019	134506	Braden Interact Business Products (WS)	Inv# 606514 Copy Charges November 2019	55.62
Total 2024210 · Printing					55.62
2024511 · Phone and Internet					
Check	12/03/2019	134376	Comcast (898 WS)	Acct 8771100850097898 Monthly Cable/Internet Charges 11/25-12/24	173.50
Total 2024511 · Phone and Internet					173.50
2024591 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	2,199.03
Total 2024591 · Health Insurance					2,199.03
Total 2024ADM · Administration					2,428.15
2024HOM · Home Relief					
2024102 · Rent					
Check	12/04/2019	5383	Jason Ludwig	December 2019 Rent	271.81
Total 2024102 · Rent					271.81
2024103 · Utilities					
Check	12/06/2019	5384	Village of Streamwood	Utilities Assistance	31.66
Check	12/06/2019	5385	NICOR	Utilities Assistance	59.54
Check	12/06/2019	5386	Com Ed	Utilities Assistance	74.54
Total 2024103 · Utilities					165.74
2024119 · Emergency Assistance					

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Type	Date	Num	Name	Memo	Amount
Check	12/11/2019	5387	Village of Streamwood	Emergency Assistance	458.13
Total 2024119 · Emergency Assistance					458.13
Total 2024HOM · Home Relief					895.68
Total 2024 · Human Services - Expenditures					3,323.83
3034 · Road Maintenance - Expenditures					
3034ADM · Administration					
3034701 · Legal					
Check	12/13/2019	134579	Kopon Airdo, LLC	Inv# 190-0007-29108 Road Division Legal Services	409.50
Total 3034701 · Legal					409.50
3034705 · Dues, Subs & Publications					
Check	12/10/2019	134510	Continental Weather Svc	Inv# 192665 Monthly Weather Forecasting - December 2019	150.00
Check	12/10/2019	134519	IPWMAN	Inv# 667 Public Works Mutual Aid Membership Dues 2020	500.00
Total 3034705 · Dues, Subs & Publications					650.00
3034711 · Utilities					
Check	12/10/2019	134509	Com Ed 8009 (R&B)	Acct# 7826008009 Monthly Charges 10/30/19-12/02/19	152.25
Total 3034711 · Utilities					152.25
3034714 · Office Supplies					
Check	12/10/2019	134531	Staples	Inv# 3427299995 Desk Calendars	19.98
Total 3034714 · Office Supplies					19.98
3034791 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	1,094.04
Total 3034791 · Health Insurance					1,094.04
Total 3034ADM · Administration					2,325.77
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	12/10/2019	134527	O'Reilly Auto Parts	Inv# 3421-541653 Scag Mower Battery	38.86
Check	12/10/2019	134536	Welch Bros., Inc	Inv# 3072099 Culvert Pipe	191.80
Total 3034602 · Operating Supplies & Materials					230.66
3034607 · Contract Work					
Check	12/10/2019	134499	A Lamp Concrete Contractors, Inc.	Inv# 16402 Stormwater Management Trench Drain	10,975.00
Total 3034607 · Contract Work					10,975.00
3034610 · Street Lighting					
Check	12/13/2019	134567	Com Ed 152	Acct# 0045120152 Monthly Charges 11/6-12/9	360.26

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December 3 - 16, 2019

Type	Date	Num	Name	Memo	Amount
Check	12/13/2019	134572	Quality Lighting Associates	Inv# 1037 Street Light Repair	939.58
	Total 3034610 · Street Lighting				1,299.84
	Total 3034ROD · Road Maintenance				12,505.50
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	12/13/2019	134551	Kammes Auto & Truck Repair, Inc.	Inv# 129738 Truck 501 Inspection	35.00
	Total 3034609 · Maintenance Vehicles & Equip				35.00
	Total 303EQM · Equipment				35.00
	Total 3034 · Road Maintenance - Expenditures				14,866.27
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054012 · Office Supplies					
Check	12/10/2019	134487	Staples	Inv# 3431824911 Office Supplies	60.02
	Total 5054012 · Office Supplies				60.02
5054014 · Equip / Database					
Check	12/10/2019	134484	Launch Digital Marketing	Inv# L42454 Website Hosting Dec 2019	50.00
	Total 5054014 · Equip / Database				50.00
5054591 · Health Insurance					
Check	12/13/2019	134580	United Healthcare	Major Medical Premiums	1,652.01
	Total 5054591 · Health Insurance				1,652.01
	Total 5054ADM · Administration				1,762.03
5054COM · Community Resource Center					
5054210 · Utilities					
Check	12/10/2019	134481	Groot, Inc (114943)	Inv# 4776297 Monthly Charges - Dec 2019	119.72
Check	12/10/2019	134485	Nicor (MHB 84)	Acct# 84-67-77-1000 0 Monthly Charges 10/11/19-11/12/19	126.00
	Total 5054210 · Utilities				245.72
5054213 · Janitorial					
Check	12/10/2019	134482	JaniKing	Inv# CHC12190222 Monthly Billing Dec 2019	414.00
	Total 5054213 · Janitorial				414.00
5054250 · Building Maintenance					
Check	12/10/2019	134486	Orkin Pest Control (MHB)	Inv# 185672394 Pest Control 11/22/19	58.36
	Total 5054250 · Building Maintenance				58.36

Hanover Township Board Audit Report

December 3 - 16, 2019

Type	Date	Num	Name	Memo	Amount
5054286 · Agency Support Services					
Check	12/10/2019	134479	Comcast (MHB 823)	Acct 8771 10 084 0485823 Monthly Cable/Internet 12/02/19-01/01/20	193.04
Total 5054286 · Agency Support Services					193.04
Total 5054COM · Community Resource Center					911.12
5054SVC · Service Contracts					
5054162 · Tide Transportation					
Check	12/10/2019	134477	A#1 Cab Dispatch Inc	Tide Transportation Services Nov 2019	1,502.25
Total 5054162 · Tide Transportation					1,502.25
5054165 · Alexian Bros - Outpatient Psych					
Check	12/10/2019	134478	Alexian Mental Health Center	Outpatient Psychiatric Services - Sept 2019	1,338.76
Total 5054165 · Alexian Bros - Outpatient Psych					1,338.76
5054200 · Kenneth Young Center - SASS					
Check	12/10/2019	134483	Kenneth Young Center	SASS - July 2019	1,989.00
Check	12/10/2019	134483	Kenneth Young Center	SASS - August 2019	1,891.50
Total 5054200 · Kenneth Young Center - SASS					3,880.50
5054204 · Easter Seals Family Support					
Check	12/10/2019	134480	Easter Seals DuPage & Fox Valley Region	Family Support Services November 2019	832.64
Total 5054204 · Easter Seals Family Support					832.64
5054208 · Easter Seals Nutrition					
Check	12/10/2019	134480	Easter Seals DuPage & Fox Valley Region	Nutrition Services November 2019	1,514.75
Total 5054208 · Easter Seals Nutrition					1,514.75
Total 5054SVC · Service Contracts					9,068.90
Total 5054 · Mental Health - Expenditures					11,742.05
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	12/13/2019	134556	Pace	Inv# 563924 Bus Lease	100.00
Check	12/13/2019	134556	Pace	Inv# 563924 Bus Lease	100.00
Total 7004540 · Bus Purchase					200.00
Total 7004 · Vehicle Replcmnt - Expenditures					200.00
8084 · Capital Projects - Expenditures					
8084414 · Reserve Improvements					
Check	12/03/2019	134380	Hitchcock Design Group	Inv# 23907 Runzel Reserve Planning	1,000.00
Check	12/03/2019	134380	Hitchcock Design Group	Inv# 23914 Lenoci Reserve Planning	1,000.00

Hanover Township Board Audit Report

December 3 - 16, 2019

Type	Date	Num	Name	Memo	Amount
			Total 8084414 · Reserve Improvements		2,000.00
			Total 8084 · Capital Projects - Expenditures		2,000.00
TOTAL					128,253.16

- 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 Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Also present was Assessor Tom Smogoski.
- Others present included Administrator James Barr, Graduate Management Intern Mackenzie Peshek, Facilities and Road Maintenance Director Caleb Hanson, Aging Services Director Tracey Colagrossi, Human Services Director Mary Jo Imperato, Village of Streamwood Trustee Mike Baumer, Streamwood Park District Executive Director Jeff Janda, Dr. Anuja Gupta, Mr. & Mrs. John DeBello, Mr. & Mrs. Neal DeBolt, and students from the Streamwood High School Civics class.
- 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. Hearing none, Mr. McGuire closed the Town Hall.
- IV. Presentations:
- A. Veterans Honor Roll: The Board welcomed SP4 Neal DeBolt of Bartlett to the Hanover Township Veterans Honor Roll. He served in the U.S. Army from 1957 to 1963. His name will be added to the VHR plaque, posted on the website and recorded in the Clerks office. Mr. DeBolt will be invited to the biannual VHR dinners.
 - B. Tempo V: The Board recognized and presented a plaque to Mr. John DeBello and Tempo V for their efforts in gathering toys for the Hanover Township Toy Drive for 2019.
 - C. Dr. Anuja Gupta: Trustee Moinuddin recognized and presented a plaque to Dr. Gupta for the work she has done for the community.
- V. Reports
- A. Supervisor McGuire reported that he received a letter from Del Seaton thanking the Township for thinking of him and recognizing the loss of his sister. Administrator Barr has been in touch with the Cook County Land Bank, as has our attorney, regarding the property in Hanover Park. They have asked Commissioner Morrison to intercede on our behalf to step up the process.
 - B. Clerk Dolan Baumer offered no report.
 - C. Assessor Smogolski reported that the County would be open for appeals on December 10.
 - D. Trustee Committee Liaison Reports: Trustee Moinuddin reported that the Diversity Task Force would be meeting on December 19.
- VI. Bill Paying: Mr. Barr presented the bills for payment from November 26 to December 2, 2019 as follows:
- | | | |
|----|---------------------|---------------------|
| a. | Town | \$102,416.49 |
| b. | Senior Center | 23,860.85 |
| c. | General Assistance | 9,568.04 |
| d. | Road Maintenance | 19,171.42 |
| e. | Mental Health Board | 504.13 |
| f. | Capital | <u>7,140.65</u> |
| | Total: | <u>\$162,661.58</u> |

Trustee Moinuddin moved and Trustee Martinez seconded the motion to approve payment the bills for payment from November 26 to December 2, 2019 as presented. Roll call: Ayes: Trustees Beattie, Martinez, Essick and Moinuddin and Supervisor McGuire. Nays: None. Motion carried and the bills will be paid

- VII. Unfinished Business: Consideration of the Proposal for Snow Removal Program for Homebound Older Adults: Trustee Essick moved that the Board approve the pilot program for snow removal for homebound older adults; the motion was seconded by Trustee Beattie and carried by roll call vote: Ayes: Trustees Beattie, Essick, Martinez, Moinuddin, and Supervisor McGuire. Nays: None.
- VIII. New Business
- A. Special Meeting Minutes of November 25, 2019: Clerk Dolan Baumer presented the special meeting minutes of November 25, 2019 for review and approval. A motion was made by Trustee Beattie to approve the special meeting minutes of November 25, 2019 as presented, with a second by Trustee Martinez. Roll call: Trustees Beattie, Essick, Martinez, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.
 - B. Resolution Amending the Hanover Township Personnel Policy: A motion was made by Trustee Beattie to approve resolution #1203191 amending the Hanover Township Personnel Policy, with a second by Trustee Moinuddin. These changes were necessary due to the new marijuana laws that go into effect with the new year. Roll call: Ayes: Trustees Beattie, Martinez, Essick, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.
 - C. Resolution to Approve a Change Order to the Izaak Walton Center Improvement Projects: Motion made by Trustee Beattie to approve resolution #1203192 approving a change order to the Izaak Walton Center Improvement Projects; second made by Trustee Martinez. The change order moves the date of completion to about May 20, 2020. Roll call: Ayes: Trustees Beattie, Martinez, Essick, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.
 - D. Appointment of Township Enforcement Officers: A motion was made by Trustee Beattie and seconded by Trustee Moinuddin that the Board appoint from Emergency Services Director Mike Crews, Facilities & Road Maintenance Director Caleb Hanson, Manager Rick Nelson and Sean O'Neil as Township Enforcement Officers. Roll call: Ayes: Trustees Beattie, Martinez, Essick, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.
 - E. Approval of Employee Health Insurance and Ancillary Benefits: A motion was made by Trustee Beattie and seconded by Trustee Martinez that the Board approve the recommendation of staff for the 2020 Employee Health Insurance and Ancillary Benefits, continuing benefits through UHC and MetLife and VSP, for dental and life, and vision, respectively for 2020. Roll call: Ayes: Trustees Beattie, Martinez, Essick, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.
 - F. Consideration of Breakfast with the Board Meetings: Motion made by Trustee Beattie to start Breakfast with the Board workshops in January 2020 on the second Saturday starting at 8:30 a.m.; motion seconded by Trustee Martinez. Roll call: Ayes: Trustees Beattie, Martinez, Essick, and Moinuddin and Supervisor McGuire. Nays: None. Motion carried.

- IX. Executive Session: No motion was made to go into Executive Session.
- X. Other Business: No other business was discussed.
- XI. Adjournment: There being no further business to come before this Board, a motion to adjourn at 7:22 p.m. was made by Trustee Essick and seconded by Trustee Beattie followed by a roll call vote. Ayes: Trustees Beattie, Essick, Martinez, and Moinuddin, and Supervisor McGuire. Motion carried and the meeting was adjourned.

Respectfully submitted,



Katy Dolan Baumer

Clerk

Copy: Supervisor, Administrator, Attorney, (4) Trustees, and Assessor, Senior and Welfare Services, Y&F Services, Community & Veterans Affairs

**Hanover Township
Tax Levy Ordinance**

Ordinance 1217191

An Ordinance levying taxes for all corporate purposes for **HANOVER TOWNSHIP , COOK COUNTY, ILLINOIS**, for the fiscal year beginning **April 1, 2019** and ending **March 31, 2020**.

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

SECTION 1: That the sum of **SEVEN MILLION SEVENTY TWO THOUSAND AND NINETY-FIVE DOLLARS** (\$7,072,095) is hereby levied upon all property subject to taxation within the Township as that property is assessed and equalized for the current year, in order to meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with the law, for such purposes as:

<u>ADMINISTRATION</u>	<u>ASSESSOR</u>
<u>FACILITIES & MAINTENANCE</u>	<u>COMMUNITY HEALTH NURSE</u>
<u>COMMUNITY & VETERANS AFFAIRS</u>	<u>EMERGENCY SERVICES & DISASTER</u>
<u>YOUTH AND FAMILY SERVICES</u>	<u>SENIOR CITIZENS SERVICES</u>
<u>GENERAL ASSISTANCE</u>	<u>SOCIAL SECURITY</u>
<u>IMRF</u>	<u>FOOD PANTRY</u>
<u>COMMUNITY MENTAL HEALTH</u>	

SECTION 2: That the amounts to be levied of each object and purpose shall be as follows:

GENERAL TOWN/CORPORATE FUND:

1.1 ADMINISTRATION

Personnel	<u>536,550</u>	
Contractual Services	<u>409,200</u>	
Commodities	<u>194,300</u>	
Capital Outlay	<u>205,196</u>	
TOTAL ADMINISTRATION		<u>1,345,246</u>

1.2 ASSESSOR

Personnel	<u>168,647</u>	
Contractual Services	<u>9,065</u>	
Commodities	<u>10,115</u>	
TOTAL ASSESSOR		<u>187,827</u>

1.3 FACILITIES & MAINTENANCE

Personnel	<u>371,800</u>	
Contractual Services	<u>128,000</u>	
Commodities	<u>26,400</u>	
TOTAL FACILITIES & MAINTENANCE		<u>526,200</u>

1.4 COMMUNITY HEALTH NURSE

Personnel	<u>236,750</u>	
Contractual Services	<u>19,975</u>	
Commodities	<u>5,625</u>	
TOTAL COMMUNITY HEALTH NURSE		<u>262,350</u>

1.5 EMERGENCY SERVICES & DISASTER AGENCY

Personnel	<u>67,095</u>	
Contractual Services	<u>91,600</u>	
Commodities	<u>3,200</u>	
TOTAL EMERGENCY SERVICES & DISASTER AGENCY		<u>161,895</u>

1.6 FOOD PANTRY

Personnel	<u>66,225</u>	
Contractual Services	<u>8,500</u>	
TOTAL FOOD PANTRY		<u>74,725</u>

1.7 COMMUNITY & VETERANS AFFAIRS

Personnel	<u>186,691</u>	
Contractual Services	<u>91,600</u>	
Commodities	<u>10,250</u>	
TOTAL COMMUNITY & VETERANS AFFAIRS		<u>288,541</u>

1.8 YOUTH AND FAMILY SERVICES

Personnel	<u>989,815</u>	
Contractual Services	<u>72,800</u>	
Commodities	<u>18,400</u>	
Capital Outlay	<u>3,500</u>	
TOTAL YOUTH AND FAMILY SERVICES		<u>1,084,515</u>

(REF: 60 ILCS 1/235 &1/215-5)

TOTAL GENERAL TOWN/CORPORATE FUND

		<u>3,931,299</u>
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(REF: GENERAL CORPORATE TAX 60 ILCS 1/235-5)

2. SENIOR CITIZENS SERVICES FUND**2.1 ADMINISTRATION**

Personnel	<u>132,500</u>
Contractual Services	<u>33,300</u>
Commodities	<u>40,097</u>

TOTAL ADMINISTRATION205,897**2.2 PROGRAMS**

Personnel	<u>225,000</u>
Contractual Services	<u>54,500</u>
Commodities	<u>9,500</u>

TOTAL PROGRAMS289,000**2.3 SOCIAL SERVICES**

Personnel	<u>163,500</u>
Contractual Services	<u>12,500</u>
Commodities	<u>2,500</u>

TOTAL SOCIAL SERVICES178,500**2.4 NUTRITION**

Personnel	<u>120,500</u>
Contractual Services	<u>79,000</u>
Commodities	<u>500</u>

TOTAL TRANSPORTATION200,000**2.5 TRANSPORTATION**

Personnel	<u>175,218</u>
Commodities	<u>46,800</u>
Bus Maintenance	<u>52,000</u>

TOTAL TRANSPORTATION274,018**TOTAL SENIOR CITIZENS SERVICES**1,147,415

(REF: SENIOR CITIZENS SERVICES TAX 60 ILCS 1/35-55)

3. GENERAL ASSISTANCE**3.1 HOME RELIEF**

Contractual Services	<u>184,426</u>
Other Expenditures	<u>22,000</u>

TOTAL HOME RELIEF206,426**3.2 ADMINISTRATION**

Personnel	<u>174,138</u>
Commodities	<u>20,300</u>

TOTAL ADMINISTRATION194,438**TOTAL GENERAL ASSISTANCE**400,864

(REF: GENERAL ASSISTANCE TAX (60 ILCS 1/235-20)

4. SOCIAL SECURITY

Personnel	<u>157,691</u>
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TOTAL SOCIAL SECURITY157,691

(REF: SOCIAL SECURITY TAX (40 ILCS 5/21-110 & 110.1)

5. IMRF

Personnel	<u>195,040</u>
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TOTAL IMRF

(REF: IMRF TAX (40 ILCS 5/7-171)

TOTAL RETIREMENT195,040**6. COMMUNITY MENTAL HEALTH FUND**

Personnel	<u>75,170</u>
Contractual Services	<u>1,111,716</u>
Commodities	<u>42,900</u>
Capital Outlay	<u>10,000</u>

TOTAL COMMUNITY MENTAL HEALTH FUND1,239,786

(REF: COMMUNITY MENTAL HEALTH TAX 405 ILCS 20/4)

TAX LEVY SUMMARY

General Corporate Tax	<u>3,931,299</u>	
Senior Citizens Services Tax	<u>1,147,415</u>	
General Assistance (Public Assistance) Tax	<u>400,864</u>	
Social Security Tax	<u>157,691</u>	
Retirement (IMRF) Tax	<u>195,040</u>	
Community Mental Health Tax	<u>1,239,786</u>	
		<u>7,072,095</u>

TOTAL TAXES LEVIED

SECTION 3: That the Town Clerk shall make and file with the Clerk of said County of Cook, before the time required by law, a duly certified copy of this Ordinance, and it is hereby directed that the aforesaid sum of **\$7,072,095.00** be raised by taxation in the manner provided by law.

SECTION 4: That if any section, subdivision or sentence of this Ordinance shall for any reason be held invalid or found to be unconstitutional, such finding shall not affect the remaining portion of this Ordinance.

SECTION 5: That this Ordinance shall be in full force and effect upon its adoption as provided by law.

SECTION 6: That all prior ordinances and resolutions in conflict or inconsistent herewith are expressly repealed only to the extent of such conflict or inconsistency.

ADOPTED on this 17th day of December, 2019, by the Board of Trustees of Hanover Township.

ROLL CALL: Supervisor McGuire and Trustees Beattie, Essick, Martinez, and Moinuddin

AYES: _____

NAYS: _____

ABSENT: _____

Katy Dolan Baumer
Town Clerk

Brian P. McGuire
Supervisor

Hanover Township
Road and Bridge Tax Levy Ordinance
Ordinance 1217192

An Ordinance levying taxes for all corporate purposes for **HANOVER TOWNSHIP ROADS AND BRIDGES, COOK COUNTY, ILLINOIS**, for the fiscal year beginning **April 1, 2019** and ending **March 31, 2020**.

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

SECTION 1: Hanover Township does hereby determine and declare that the sum of **ONE MILLION, SIX HUNDRED AND FORTY THREE THOUSAND, SIX HUNDRED AND THREE DOLLARS (\$1,643,603)** is hereby levied upon all property subject to taxation within the Hanover Township as that property is assessed and equalized for the current year, in order to meet and defray all the necessary expenses and liabilities of the Road and Bridge Fund as required by statute or voted by the people in accordance with the law, for such purposes as:
GENERAL ROAD FUND for the fiscal year beginning **April 1, 2019** and ending **March 31, 2020**.

SECTION 2: That the amounts to be levied for each object and purpose shall be as follows:

1.1 ADMINISTRATION		
Personnel	<u>35,200</u>	
Contractual Services	<u>49,500</u>	
Commodities	<u>20,000</u>	
Other Expenditures	<u>500</u>	
TOTAL ADMINISTRATION		<u>105,200</u>
 1.2 MAINTENANCE		
Personnel	<u>166,000</u>	
Contractual Services	<u>204,500</u>	
Commodities	<u>47,500</u>	
Capital Outlay	<u>238,602</u>	
TOTAL MAINTENANCE		<u>656,602</u>
 1.3 BUILDINGS		
Building/Building Improvements	<u>60,000</u>	
TOTAL BUILDINGS		<u>60,000</u>
 1.4 MUNICIPALITIES		
Municipalities	<u>821,802</u>	
TOTAL MUNICIPALITIES		<u>821,802</u>
 TOTAL GENERAL ROAD FUND		 <u>1,643,603</u>
 (REF: GENERAL ROAD & BRIDGE TAX. (605 ILCS 5/6-501 &6-504)		
 TAX LEVY SUMMARY		
Road and Bridge Tax	<u>1,643,603</u>	
TOTAL TAXES LEVIED		<u><u>1,643,603</u></u>

SECTION 3: The Hanover Township Board of Trustees certifies to the Cook County Board and Clerk that the amounts levied herein are the amounts necessary to be levied for Hanover Township Road and Bridge purposes. It is hereby directed that the aforesaid sum of **\$1,643,603.00** be raised by taxation in the manner provided by law.

SECTION 4: That the Clerk shall make and file with the County Clerk of said County of Cook, on or before the time required by law, a duly certified copy of this Ordinance.

SECTION 5: That if any subdivision or sentence of this Ordinance shall for any reason be held invalid or be unconstitutional, such finding shall not affect the validity of the remaining portion of this Ordinance.

SECTION 6: That this Ordinance shall be in full force and effect upon its adaption, as provided by law.

SECTION 7: That all prior ordinances and resolutions in conflict or inconsistent herewith are expressly repealed only to the extent of such conflict or inconsistency.

ADOPTED AND CERTIFIED this 17th day of December, 2019, by the Board of Trustees of Hanover Township.

ROLL CALL: Supervisor McGuire, and Trustees Beattie, Essick, Martinez, and Moinuddin

AYES:

NAYS:

ABSENT:

PASSED: December 17, 2019

APPROVED: December 17, 2019

ATTEST:

Brian P. McGuire, Supervisor

Katy Dolan Baumer, Township Clerk



Memorandum

Date: December 13, 2019

To: Hanover Township Board

Cc: James Barr, Township Administrator

From: Caleb Hanson, Director of Facilities and Road Maintenance

Re: East Sherwood Oaks Resurfacing Project Change Order #3

On August 6th 2019, the Hanover Township Board awarded Schroeder Asphalt the contract, totaling \$348,672.17, for the resurfacing of a Will Scarlett Lane, Greenfeather Lane, and a portion of Robin Hood Drive in the Sherwood Oaks subdivision. This project was named the East Sherwood Oaks Resurfacing Project.

The project was started on October 8th with the milling of the existing surface. This process exposed an unexpected layer of asphalt from a second resurfacing that was in poor condition. In addition to the late start, an additional delay was caused by an inspection by Facilities and Road Maintenance staff to verify the number of driveway culverts that were included in the original contract amount. Facilities and Road Maintenance staff identified an additional 14 failing driveway culverts. Change Order 1, submitted on October 23rd addressed the additional driveway culvert replacements, removal of the reflectivity crack control matting, reduction of 6 inch patches to 4 inch patches, reduction in aggregate shoulder material, and increased amount of leveling binder due to extra material removed from discovered second surface layer. Change Order 1 reduced the agreed contract amount from the original \$348,672.17 to \$341,592.07. Change Order 2 extended the project by approximately one week due to inclement weather.

Change Order 3 became necessary as the final phase of the project required additional quantities of material above the original contract amounts, due to the removal of extra layer of asphalt, additional ditch grading from added driveway culverts and actual amounts used on both leveling binder and surface material to complete the project. The critical timing of Change Order 3 was a direct result of the demobilization for the season by Schroeder Asphalt at 6pm, Friday, December 6th, and the reporting of the actual material amounts as work was completed the first week of December.

As Director of Facilities and Road maintenance, I recommend the Township Board approve Change Order 3 in the amount of \$16,132.11, for the completion of the East Sherwood Oaks Resurfacing Project on December 6th. This represents an increase of \$9,052 over the original contract award. Please let me know if I can provide any additional information and thank you for your consideration.

RESOLUTION 121719

A RESOLUTION TO APPROVE A CHANGE ORDER TO THE ROBINHOOD, WILL SCARLET, AND GREENFEATHER LANE RESURFACING PROJECT

WHEREAS, Hanover Township (hereinafter, the “Township”) entered into an agreement (hereinafter, the “Agreement”) with Schroeder Asphalt Services, Inc. (hereinafter, the “Contractor”), dated August 6, 2019, for certain improvements to Robinhood, Will Scarlet, and Greenfeather Lanes located within unincorporated Hanover Township (hereinafter, the “Project”); and

WHEREAS, the quantities specified in the Agreement differ from the final quantities installed by the Contractor, due to the removal of additional asphalt, additional ditch grading related to additional driveway culverts, and actual quantities used on leveling binder and surface material to complete the Project (hereinafter, the “Additional Work”); and

WHEREAS, pursuant to the Contract, the Contractor was to complete the Project on or before November 24, 2019 (the “Completion Date”), but, due to the Additional Work, the Contractor did not complete the Project until December 6, 2019; and

WHEREAS, the Contractor has proposed, and the Township’s retained engineering firm, 2IM Group, LLC, has prepared Change Order No. 3 (hereinafter, the “Change Order”), a copy of which is attached hereto and incorporated herein by this reference, to account for the Additional Work and extend the Completion Date to December 6, 2019; and

WHEREAS, pursuant to 720 ILCS 5/33E-9 and Section 6 of the Agreement between the Township and the Contractor, the determinations set forth herein are required relative to the Change Order; and

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 and exhibits are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: FINDINGS. The circumstances which necessitate the Change Order were not reasonably foreseeable at the time the Agreement was signed, the Change Order is germane to the Agreement as signed, and the Change Order is in the best interest of the Township and authorized by law.

SECTION THREE: APPROVAL. The Change Order is hereby approved, and the Township Supervisor and the Township Clerk are hereby authorized and directed to sign and attest, respectively, the Change Order.

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: REPEALER. All prior Ordinances and 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: Supervisor McGuire, and Trustees Beattie, Essick, Martinez, and Moinuddin

AYES:

NAYS:

ABSENT:

PASSED: December 17, 2019

APPROVED: December 17, 2019

ATTEST:

Brian P. McGuire, Supervisor

Katy Dolan Baumer, Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 121719, enacted on December 17, 2019, and approved on December 3, 2019, as the same appears from the official records of the Hanover Township.

Katy Dolan Baumer, Clerk

HANOVER TOWNSHIP

CHANGE ORDER NO. 3

TO CONTRACT REQUIREMENTS FOR

the Robinhood, Will Scarlet, and Greenfeather Lane Resurfacing

Date: December 6, 2019

NOTICE OF REVISION TO CONTRACT

CHANGES:

The contract is modified as follows:

1. The contract quantities differ from the final installed quantities for the items marked in the attachment.
2. The new completion date is December 6th, 2019

SUMMARY OF REVISIONS TO PAY ITEMS QUANTITIES:

ATTACHED. Revised items shown in red text.

SUMMARY OF REVISIONS TO CONTRACT DRAWINGS:

NONE

CHANGES TO THE CONTRACT SPECIFICATIONS:

NONE

ACCEPTED. The above changes and revisions are satisfactory and hereby accepted. All work to be performed under the same terms and conditions as specified in the original contract.

Hanover Township

Date: _____

Schroeder Asphalt Services, Inc.

Date: _____

Prepared by:

Jorge Rueda, PE
Project Manager
2IM Group, LLC

Robinhood, Will Scarlet, and Greenfeather Lane Resurfacing

Pay Quantities 12/04/2019

SUMMARY OF QUANTITIES						CHANGE ORDER #1: CHANGES TO CONTRACT QUANTITIES				PAY QUANTITIES		DIFFERENCE
ITEM NO.	DESCRIPTION	UNIT	ORIGINAL QUANTITY	UNIT PRICE	ORIGINAL TOTAL	QUANTITY CHANGE	ADJUSTED QUANTITY	ADDITIONAL TOTAL	ADJUSTED TOTAL	PAY QUANTITIES	PAY TOTAL	
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	6232.5	\$ 0.01	\$ 62.33	0	6232.5	\$ -	\$ 62.33	6232.5	\$ 62.33	\$ -
40603310	HOT-MIX ASPHALT COURSE, MIX "C", N50	TON	1551.2	\$ 80.00	\$ 124,096.00	0	1551.2	\$ -	\$ 124,096.00	1588.86	\$ 127,108.80	\$ 3,012.80
48101200	AGGREGATE SHOULDERS, TYPE B	TON	2249.8	\$ 32.00	\$ 71,993.60	-2204.8	45	\$ (70,553.60)	\$ 1,440.00	20	\$ 640.00	\$ (800.00)
21400100	GRADING AND SHAPING DITCHES	FOOT	532.3	\$ 14.50	\$ 7,718.35	300	832.3	\$ 4,350.00	\$ 12,068.35	1141	\$ 16,544.50	\$ 4,476.15
X0327890	DRIVEWAY REMOVAL AND REPLACEMENT	SQ YD	348.2	\$ 24.50	\$ 8,530.90	158.8	507	\$ 3,890.60	\$ 12,421.50	507	\$ 12,421.50	\$ -
40600625	LEVELING BINDER (MACHINE METHOD), N50	TON	387.8	\$ 88.00	\$ 34,126.40	19.4	407.2	\$ 1,707.20	\$ 35,833.60	397.22	\$ 34,955.36	\$ (878.24)
44201713	CLASS D PATCHES, TYPE I, 6 INCH	SQ YD	165.5	\$ 30.00	\$ 4,965.00	-165.5	0	\$ (4,965.00)	\$ -	0	\$ -	\$ -
44201717	CLASS D PATCHES, TYPE II, 6 INCH	SQ YD	165.5	\$ 30.00	\$ 4,965.00	-165.5	0	\$ (4,965.00)	\$ -	0	\$ -	\$ -
44201721	CLASS D PATCHES, TYPE III, 6 INCH	SQ YD	165.5	\$ 30.00	\$ 4,965.00	-165.5	0	\$ (4,965.00)	\$ -	0	\$ -	\$ -
44201723	CLASS D PATCHES, TYPE IV, 6 INCH	SQ YD	165.5	\$ 30.00	\$ 4,965.00	-165.5	0	\$ (4,965.00)	\$ -	0	\$ -	\$ -
44300100	AREA REFLECTIVE CRACK CONTROL	SQ YD	13849.9	\$ 2.00	\$ 27,699.80	-13849.9	0	\$ (27,699.80)	\$ -	0	\$ -	\$ -
X4401198	HOT-MIX ASPHALT SURFACE REMOVAL, VARIABLE DEPTH	SQ YD	13849.9	\$ 2.10	\$ 29,084.79	0	13849.9	\$ -	\$ 29,084.79	13849.9	\$ 29,084.79	\$ -
60250200	CATCH BASINS TO BE RECONSTRUCTED	EACH	6	\$ 500.00	\$ 3,000.00	-6	0	\$ (3,000.00)	\$ -	0	\$ -	\$ -
60260100	INLETS TO BE ADJUSTED	EACH	6	\$ 500.00	\$ 3,000.00	-6	0	\$ (3,000.00)	\$ -	0	\$ -	\$ -
70100310	TRAFFIC CONTROL AND PROTECTION, STANDARD 701421	LSUM	1	\$ 12,000.00	\$ 12,000.00	0	1	\$ -	\$ 12,000.00	1	\$ 12,000.00	\$ -
	EROSION & SEDIMENT CONTROL	LSUM	1	\$ 4,500.00	\$ 4,500.00	0	1	\$ -	\$ 4,500.00	1	\$ 5,800.00	\$ 1,300.00
67100100	MOBILIZATION	LSUM	1	\$ 3,000.00	\$ 3,000.00	0	1	\$ -	\$ 3,000.00	1	\$ 3,000.00	\$ -
	10" CMP	FOOT	0	\$ 125.00	\$ -	38	38	\$ 4,750.00	\$ 4,750.00	38	\$ 4,750.00	\$ -
	12" CMP	FOOT	0	\$ 135.00	\$ -	304	304	\$ 41,040.00	\$ 41,040.00	304	\$ 41,040.00	\$ -
	15" CMP	FOOT	0	\$ 145.00	\$ -	139	139	\$ 20,155.00	\$ 20,155.00	139	\$ 20,155.00	\$ -
	18" CMP	FOOT	0	\$ 155.00	\$ -	129	129	\$ 19,995.00	\$ 19,995.00	139	\$ 21,545.00	\$ 1,550.00
44201692	CLASS D PATCHES, TYPE II, 4 INCH	SQ YD	0	\$ 29.00	\$ -	178	178	\$ 5,162.00	\$ 5,162.00	616.1	\$ 17,866.90	\$ 12,704.90
	SCABBING/SCRAPING OF LOOSE BINDER	SQ YD	0	\$ 15.00	\$ -	348.9	348.9	\$ 5,233.50	\$ 5,233.50	0	\$ -	\$ (5,233.50)
44201305	CLASS C PATCHES, TYPE II, 6 INCH	SQ YD	0	\$ 250.00	\$ -	43	43	\$ 10,750.00	\$ 10,750.00	43	\$ 10,750.00	\$ -
					\$ 348,672.17				\$ 341,592.07		\$ 357,724.18	\$ 16,132.11

Change Order 1 Addition to contract: \$ 16,132.11