

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for July 26, 2016 was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Penner called the meeting to order at 8:00 p.m.

ROLL CALL

Clerk Gauza called the roll and the following members were present: Supervisor Penner, Trustee Robert Hoban, Trustee Ruth O'Connell, Trustee Michael Domrzalski, Trustee JoAnn Schultz, and Clerk Joanna Gauza.

Also in attendance: Wheeling Township Assessor Jerry Sadler, Wheeling Township Highway Commissioner Scott Saewert, Wheeling Township Attorney Nanci Rogers, and Wheeling Township Director of Finance and Administration Josephine Stellato.

Absent: None.

PLEDGE OF ALLEGIANCE

Supervisor Penner led those assembled in the Pledge of Allegiance.

APPROVAL OF MINUTES

MOTION #1: APPROVAL OF AMENDED MEETING MINUTES – June 28, 2016

Motion by Trustee O'Connell, seconded by Trustee Schultz, to approve the amended minutes of June 28, 2016, with changes discussed by the Board.

ROLL CALL VOTE: AYES: O'Connell, Schultz, Hoban, Domrzalski, Penner
NAYS: None....Motion # 1 Carried.

AUDIT

MOTION #2: AUDIT FOR CEMETERY FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve batch #72616 against the Cemetery Fund, in the amount of \$1,400.00 to be paid.

ROLL CALL VOTE: AYES: Schultz, Domrzalski, Hoban, Penner, O'Connell
NAYS: None....Motion #2 Carried

MOTION #3: AUDIT FOR ROAD AND BRIDGE FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve batch #388 against the Road and Bridge Fund, in the amount of \$11,201.16 to be paid.

ROLL CALL VOTE: AYES: Schultz, Domrzalski, Hoban, Penner, O'Connell
NAYS: None....Motion #3 Carried.

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve batch #579, #580, #581, and #582 against the Town Fund, in the amount of \$226,226.40 to be paid.

ROLL CALL VOTE: AYES: Schultz, Domrzalski, Hoban, Penner, O'Connell
NAYS: None....Motion # 4 Carried.

CITIZENS TO BE HEARD

Two residents in the unincorporated Wheeling Township expressed concerns about abolishing the Highway Department.

OFFICIALS' REPORTS

ASSESSOR: the report Assessor Sadler was:

- The Cook County Treasurer's office mailed the 2015 2nd installment property tax bills July 1, 2016 with a due date of Monday, August 1, 2016. During the month of July, Assessor's Office have filed 161 property tax bill corrections (Certificate of Error) for missing exemptions.
- The Cook County Assessor's office mailed reassessment notices to taxpayers opened Wheeling Township for 2016 property assessment appeals on July 2016. The last date to file an appeal with CCAO is Thursday, August 11, 2016. The Assessor's Office has to date assisted over 528 property owners with assessment appeals. There are over two weeks left in the assessment appeal period, and a higher number is anticipated.
- Assessor's Office has scheduled a property tax seminar with the Cook County Assessor regarding the triennial reassessment appeal process. It will be held at the Arlington Heights Library on Wednesday, July 27, 2016 at 7:00 p.m.
- The recording of permits and sales are on hold as Assessor's Office goes through this very busy period with tax bills and appeals.
- Visitors to date: 1,168
- Phone Calls: 802

HIGHWAY DEPARTMENT: Highway Commissioner Saewert reported:

- 2016 Road Projects: 2016 Projects selected-projects for road drainage improvements along Morrison Ave. east of Graylynn Dr., and Anita Ave., west of Lee St. are out for bid.
- 206 Graylynn Dr.-sanitary sewer repaired.

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING JULY 26, 2016

- Ordinance prepared to provide for NO PARKING along Graylynn Dr. from Gregory St. to Hill St. Signs have been installed.
- Meetings and Activities: Worked with Cook County Building and Zoning, Forest River Sanitary District and MWRD to review projects being done and permit violations in the unincorporated areas.
- Permits - none
- Code Enforcement Issues – none
- Permit and Traffic Ticket Revenue Receipts:
- Permits.....\$0.00
- Cook Co. Circuit Court (traffic tickets issued by Cook Co. Sheriff).....\$222.55

ADMINISTRATIVE REPORT: Administrator Stellato reported:

- Supervisor Penner and Administrator Stellato attended a Metropolitan Township Association meeting hosted by Schaumburg Township on Wednesday July 6, 2016. Topics discussed were the six month State budget passage, legislation on Local Government consolidation, HB4379 Travel Expense Control Act, and the planning for a Legislative Summer Outreach dinner. An ordinance will shortly be introduced to the Wheeling Township Board that will regulate the reimbursement of all travel, meal, and lodging expenses. Ms. Stellato will keep the Board informed of plans for a summer outreach dinner with legislators when finalized. An update of the MTA video was given and the Palatine Township Supervisor suggested Townships investigate PublicOfficials.org for a service that provides new resident contact information.
- There will be a MTA educational program on Employee Performance Reviews on Wednesday September 7 at 8:30 a.m. hosted by Elk Grove Township. Administrator Stellato will attend.
- With the help of Julie Villarreal, Linda Hallett, and Lynndah Lahey, Ms. Stellato conducted an Active Shooter Training for staff and agencies in the Wheeling Township Community Center. 40 people attended. Training videos and books were used that were recommended by the Wheeling Police Department. For safety reasons, Wheeling Township is updating Emergency Kits and will post floor plans throughout the building.
- The Summer Newsletter has been mailed, and Ms. Stellato has already received close to \$400 in donations for the Seats for Sailors campaign. She also received a call from the Wheeling Amvets; they saw our newsletter and wanted to ask for help with Amvets Thanksgiving program. Administrator Stellato explained that the newsletter article only mentions the American Legion in Arlington Heights but because our intent is to make a holiday experience available to military, perhaps our next campaign can include the Amvets.
- Chris Guth asked Ms. Stellato to share a story with the Wheeling Township Board. An elderly husband and wife were down on their luck and living in a rundown house in Berkley Square. They hardly had any income, and the house was in dire need of repairs. Wheeling Township arranged for help with the A-Ok Program, Paint A Thon, Meals on Wheels for a while, Friendly Visitor, etc. Chris ran into him the other day – both he and his wife got jobs, and they are making ends meet. He told her he would never forget the help they received from Wheeling Township.
- Statistics for the month of June 2016:

2,284 bus rides provided – 997 Dial-a-Bus, 1,287 Medical Van

1,323 meals delivered
115 in office visits to the Nurse
54 home visits by the Nurse
69 patient visits to the Mobile Dental Clinic in 6 days
504 visits to the Food Pantry/1,133 people fed

OLD BUSINESS:

SUPERVISOR: Supervisor Penner stated that on the Wheeling Township July's Agenda, under the Old Business, the items are the same for informational purposes, because the Agenda was not added in the Township's website.

NEW BUSINESS

INSURANCE PACKAGE RENEWAL: Administrator Stellato reported that insurance broker Bill Bradish couldn't be at the Board Meeting, and if we have questions he can answer them by email or attend our next meeting. Renewal premiums are lower than the expiring premiums. We are waiting for the confirmation of the Employee Dishonesty premium; it's been \$1,564.00 for a number of years through the Hanover Insurance Company. We are anticipating it's going to be the same, but we haven't received the fixed quote yet. We did see a rise in the Supervisor's bond; it went from \$8,600 to \$10,400. This is because public officials' downstate were charged with embezzlement which resulted in rate increases for everyone. Selective and Hanover are A+ rated companies. Ms. Stellato stated that Mr. Bradish reported that in the nation, these two companies are in the top 7 % of all companies that are rated, and Selective has been in that category for 50 consecutive years. Mr. Bradish believes these are good companies and recommends we renew our premium with Selective and Hanover, for \$69,136.00. This is everything except for the bus insurance. The renewal for transportation coverage comes due in October and that premium will probably be about \$90,000. The Supervisor has a separate bond; Trustees are covered under the townships liability policies. This is because the Supervisor is responsible for all funds and the Trustees do not handle money.

MOTION #5: INSURANCE PACKET RENEWAL

Motion by Supervisor Penner as noted reading on the final renewal premium pending receipt of the employee dishonesty renewal premium, seconded by Trustee O'Connell

ROLL CALL VOTE: AYES: Penner, O'Connell, Hoban, Domrzalski, Schultz
NAYS: None....Motion # 5 Carried.

MOTION #6: ADJOURNMENT

Motion by Trustee O'Connell, seconded by Supervisor Penner, to adjourn.

VOICE CALL VOTE: All Ayes....Motion #6 Carried.

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING JULY 26, 2016

The meeting for Tuesday, July 26, 2016, was declared adjourned at 8:45 p.m. The next regular scheduled board meeting is set for Tuesday, August 23, 2016, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk