

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for May 24, 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 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: Trustee Ruth O'Connell.

**PLEDGE OF ALLEGIANCE**

Supervisor Penner led those assembled in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**MOTION #1: APPROVAL OF MEETING MINUTES – April 26, 2016**

Motion by Trustee Domrzalski, seconded by Trustee Schultz, to approve the minutes of April 26, 2016.

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

**AUDIT**

**MOTION #2: AUDIT FOR TOWN FUND**

Motion by Trustee Hoban, seconded by Trustee Domrzalski, to approve batch #574, and #575 against the Town Fund, in the amount of \$280,919.18 to be paid.

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

**MOTION #3: AUDIT FOR CEMETERY FUND**

## WHEELING TOWNSHIP MINUTES OF REGULAR MEETING MAY 24, 2016

Motion by Trustee Hoban, seconded by Trustee Schultz, to approve batch #52416 against the Cemetery Fund, in the amount of \$973.25 to be paid.

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

### **MOTION #4: AUDIT FOR ROAD AND BRIDGE FUND**

Motion by Trustee Hoban, seconded by Trustee Domrzalski, to approve batch #385, and #386 against the Road and Bridge Fund, in the amount of \$8,965.62 to be paid.

ROLL CALL VOTE: AYES: Hoban, Domrzalsk, Schultz, Penner  
NAYS: None....Motion #4 Carried.

### **CITIZENS TO BE HEARD**

None

### **OFFICIALS' REPORTS**

**ASSESSOR:** The report Assessor Sadler was:

- The Cook County Assessor annually provides each township a property class report with all classes of property as well as the total parcel count. The 2015 total parcel count for Wheeling Township is 60,237. This makes Wheeling Township, by parcel count, one of the largest in Cook County. Elk Grove Township has 33,273 parcels. Northfield Township has 35,546 parcels. Palatine Township has 43,075 parcels.
- Assessor's Office is still helping taxpayers who haven't filed for exemptions that they are entitled to. At this point they will either receive a revised tax bill, or a refund if they or their mortgage company pays the full amount.
- Mary Sebastian, Barb Raisanen, and Assessor Jerry Saddler attended a meeting on May 12<sup>th</sup> held at Elk Grove Township regarding Understanding the Triennial Reassessment.
- Julia Lipka has completed two of the required classes to obtain her CIAO designation. She is scheduled to take her third class of the five needed to complete her certification in September.
- Statistics:  
Visitors YTD: 2,498  
Phone Calls YTD: 2,047

**HIGHWAY DEPARTMENT:** Highway Commissioner Saewert reported:

- 2016 Road Projects: 2016 Projects selected – Morrison Ave. east of Woodland Dr., road drainage improvements, and Lee St., north of Hill St., road drainage improvements. Project plans are in progress.

## WHEELING TOWNSHIP MINUTES OF REGULAR MEETING MAY 24, 2016

- 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.

- Continued to review and evaluate all costs and efficiencies for all of next year's contracts with the township.

- Permits:

Balcony and Deck Construction (completion of previous Permit 04-013).

16-002D, Karansinska, 130 E. Anita Ave., Mt. Prospect.....Completed

Fence Construction

16-003D, Chesney, 1730 Dunlo Ave., Arlington Heights.....Completed

- Permit and Traffic Ticket Revenue Receipts:

Permits.....\$ 70.00

Traffic Tickets issued by Cook County Sheriff.....\$ 0.00

\$ 70.00

**CLERK:** Clerk Gauza reported:

- New vehicle stickers arrived on Monday, May 23<sup>rd</sup>, and residents of unincorporated areas started to purchase them.
- Clerk's office also registered few people to vote. The number will increase near the election date.

**ADMINISTRATIVE REPORT:** Administrator Stellato reported:

- Supervisor Penner with Administrator Stellato conducted twenty-three annual staff performance reviews on Monday May 16, 2016. The reviews went well; staff expressed gratitude for pay increases. Wheeling Township still has to complete three reviews for those employees who do not work on Mondays.
- Administrator Stellato applied for a grant from Illinois Public Risk Fund. Wheeling Township will receive \$1,865 for the purchase of safety kits for our buses and reimbursement for floor mats for the building.
- The Arlington Heights Sunset Rotary continues to fill our refrigerator with eggs and cheese twice per month. Food pantry recipients are very appreciative. The rotary will also coordinate a food driver at the Arlington Heights 4<sup>th</sup> of July Parade. Supervised Boy Scouts will collect food while pushing shopping carts along the sides of our Food Pantry truck.
- Wheeling Township had a power outage on Monday May 23 and after about 3 minutes, partial power was restored. Unfortunately, it adversely affected computers and an air conditioning unit. Repairs are being made.
- Statistics for the month of April 2016:

1,988 bus rides; 958 Dial-a-Ride, 1,070 Medical Van rides

1,300 Meals Delivered

458 Visits to the Food Pantry - 1,007 people fed

108 in-office visits to the Nurse

56 in-home visits by the Nurse

**NEW BUSINESS**

**COOK COUNTY ELECTION DEPARTMENT REQUESTS FOR EARLY VOTING SITE**

Administrator Stellato stated that the Cook County called Wheeling Township and wanted us to be an early voting site for the November 8<sup>th</sup> Presidential election. She advised against that for few reasons. The Board Meeting room is not big enough. Last time we did this 8 years ago, people were lined up outside in the parking lot. There were not enough parking spaces, and people had to park across the street. Also, Wheeling Township would have to give up the Board Room from October 20<sup>th</sup> to November 7<sup>th</sup>, Monday through Saturday 9am-5pm, and on Sunday from 9am-3pm, plus we would have to pay some of our staff to be available at those times during early voting. There was also some damage done with spills on carpets, because of so many people.

**OLD BUSINESS**

**MOTION #5: ADJOURNMENT**

Motion by Trustee Hoban, seconded by Supervisor Penner, to adjourn.

VOICE CALL VOTE: All Ayes....Motion #5 Carried.

The meeting for Tuesday, May 24, 2016, was declared adjourned at 8:15 p.m. The next regular scheduled board meeting is set for Tuesday, June 28, 2016, at 8:00 p.m.

Joanna M. Gauza  
Wheeling Township Clerk

