

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for August 27, 2019 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 Brian Medley, Trustee Ruth O'Connell, Trustee Patricia Kozicki, Trustee JoAnne Schultz and Clerk Joanna Gauza.

Also in attendance: Wheeling Township Assessor Jerry Sadler, Attorney Howard Metz, and Wheeling Township Director of Finance and Administration Regina Stapleton.

Absent: Wheeling Township Attorney Kenneth Florey

PLEDGE OF ALLEGIANCE

Supervisor Penner led those assembled in the Pledge of Allegiance.

APPROVAL OF MINUTES

MOTION #1: APPROVAL OF REGULAR MEETING MINUTES – July 23, 2019

Motion by Trustee Schultz, seconded by Trustee Kozicki, to approve the minutes of July 23, 2019.

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

AUDIT

MOTION #2: AUDIT FOR CEMETERY FUND

Motion by Trustee Medley, seconded by Trustee Kozicki, to approve batch #082719 against the Cemetery Fund, in the amount of \$6,456.69 to be paid.

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

MOTION #3: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Medley, seconded by Trustee Kozicki, to approve batch #479, #480, and 481 against the Road Management Fund, in the amount of \$174,502.67 to be paid.

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

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Medley, seconded by Trustee Kozicki, to approve batch #725, #726, #727, #728, and #729 against the Town Fund in the amount of \$366,265.74 to be paid.

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

CITIZENS TO BE HEARD

None

OFFICIALS' REPORT

ASSESSOR: Assessor Sadler reported:

- Wheeling Township opened for appeals July 8th, and closed August 8th, 2019. The number of appeals was an all-time high, a total of 2,202.
 - 1,291 Hard Copies
 - 671 emails (these continue to increase every year)
 - 240 comparables given to constituents who took home to mail or appeal online
- Decision letters should be mailed in October.
- Second Installment Tax Bills were mailed July 1st. The error on the Senior Freeze Exemption affected at least 5,000 taxpayers in Wheeling Township.
- This miscalculation resulted in 880 extremely concerned Seniors who came into the Assessor's Office for questions and resolutions to the problem, as well as 47 emails. Less than half of the tax bills were automatically corrected by the County. The Assessor's Office emailed the County daily corrections to be made and a new revised bill to be sent (a total of 467). The Seniors were grateful the Assessor's Office could assist them with an adjusted lower bill before the deadline. Seniors continue to come in with incorrect adjusted bills.
- This issue, which coincided with Appeals, was unprecedented and a situation our office was not staffed to handle. The employees put forth their best effort-many compliments and letters of gratitude were received.
- Total number of office visits from first of July through end of appeals was 3,630.
- Phone calls and Exemptions since last month's meeting:
- Phone calls: 393 Exemptions filed: 283

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- The businesses and residents were as usual very generous with back to school donations. Ready 4 Success distributed about 200 backpacks to children heading back to school. We also prepared boxes of school supplies for Buffalo

Grove High School, Wheeling High School, D21 and D23 to distribute to children in need.

- The Board is registered for the TOI Conference, please let me know if your plans change and are unable to attend by October 7th.
- After some discussion, we have decided to look for a temporary person to fill the vacant GA Caseworker position for September 1 through December 31st. Julie Villarreal and I will be interviewing 4 candidates this week. In January we will start looking for a full-time GA Caseworker.
- Statistics for the month of July 2019.
 - 1588 rides – 648 dial-a-ride, 940 medical van
 - 899 meals delivered
 - 66 office visits to the Nurse
 - 8 home visit by the Nurse
 - 458 visits to the Food Pantry – 932 people feed

NEW BUSINESS

MOTION #5: RATIFY THE WHEELING TOWNSHIP PARKING LOT CATCH BASIN REPAIR CONTRACT

Motion by Supervisor Penner, seconded by Trustee Kozicki, to ratify the Wheeling Township Parking Lot Catch Basin Repair Contract.

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

MOTION #6: APPROVAL OF PACE BUS APPLICATION

Motion by Supervisor Penner, seconded by Trustee Medley, to approve the Pace Bus Application.

ROLL CALL VOTE: AYES: Penner, Medley, O'Connell, Kozicki, Schultz
NAYS: None....Motion #6 Carried.

MOTION #7: APPROVAL OF 2019 LEVY CALENDAR

Motion by Supervisor Penner, seconded by Trustee Schultz, to approve the 2019 Levy Calendar.

ROLL CALL VOTE: AYES: Penner, Schultz, Medley, O'Connell, Kozicki
NAYS: None....Motion #7 Carried.

OLD BUSINESS

None.

MOTION #8: ADJOURNMENT

VOICE CALL VOTE: All Ayes....Motion #8 Carried.

The meeting for Tuesday, August 27, 2019, was declared adjourned at 8:15 p.m. The next regular scheduled board meeting is set for Tuesday, September 24, 2019, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk