

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for June 27, 2017 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 Ruth O'Connell, Trustee Brian Medley, Trustee JoAnne Schultz, and Clerk Joanna Gauza.

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

Absent: Trustee Jeffrey Battinus.

PLEDGE OF ALLEGIANCE

Supervisor Penner led those assembled in the Pledge of Allegiance.

APPROVAL OF MINUTES

MOTION # 1: APPROVAL OF MEETING MINUTES – May 23, 2017

Motion by Trustee Schultz, seconded by Trustee O'Connell, to approve the minutes of May 23, 2017.

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

AUDIT

MOTION #2: AUDIT FOR TOWN FUND

Motion by Trustee Medley, seconded by Trustee Schultz, to approve batch #618, #619, #620, and #621 against the Town Fund, in the amount of \$374,729.46 to be paid.

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

MOTION #3: AUDIT FOR CEMETERY FUND

Motion by Trustee Medley, seconded by Trustee O'Connell, to approve batch #62717 against the Cemetery Fund, in the amount of \$3,690.00 to be paid.

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

MOTION #4: AUDIT FOR ROAD MANAGEMENT

Motion by Trustee Medley, seconded by Trustee Schultz, to approve batch #412, and #413 against the Road Management, in the amount of \$13,007.48 to be paid.

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

CITIZENS TO BE HEARD

Mr. Gary Neuhardt and other citizens expressed concern about a residence in the unincorporated area, located at 3216 Salk Rd., Arlington Heights. The house and its surroundings is a huge mess with tall weeds and grass. Trees are about to fall, wild animals have access to the house, there is an odor coming out of the area, numerous broken cars are parked on the land, and the property has twenty three sheds. There is garbage piled on the property creating a bad odor. ComEd and the gas company have removed the lines to the house and do not provide service. The Cook County Sheriff has asked the neighbors to call if they see the owner. Administrator Stellato stated that the police have served the owner. A resident stated that the owner is a wanted felon. Supervisor Penner explained to the residents present, that the Wheeling Township does not own this property, and she and Trustee O'Connell will contact Gregg Goslin at Cook County to address the issue.

OFFICIALS' REPORTS

ASSESSOR: Assessor Sadler reported:

- **2016 2ND Installment Property Tax Bills**
- Assessor's Office expects the 2nd installment bills to be mailed at the end of June or the first of July. The bills are due August 1st.
- **2017 Assessor Appeals**
- Shortly after the bills are mailed, the county will open our township for appeals. The tentative opening date is July 7, 2017. Due to the overlap of these two factors, Assessor's Office anticipates being extremely busy with constituents visiting and calling our office with questions regarding their bill and/or filing an appeal. The office is reviewing the staffing schedule to ensure the most efficient service possible.

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING JUNE 27, 2017

- Julia Lipka and Mary Sebastian took classes this month through the Illinois Property Assessment Institute. Julia only has one more class to obtain her CIAO designation.
- **Statistics**
- Office Visits: 135
- Phone Calls: 277

CLERK: Clerk Gauza reported:

- Clerk’s Office is busy selling vehicle stickers to residents in unincorporated areas. Since June 7th, 179 vehicle stickers were sold for a total of \$13,750. Because of the Fourth of July, Cook County has extended the due date to display the 2017/2018 Vehicle Licenses to July 5, 2017.

ROAD MANAGEMENT: Tom Nietzke reported:

Projects:

- Drainage Improvements, Morrison Ave., Lee St. to Graylynn Dr. – project design is completed. A bid package will be prepared in early July.
- Road Culvert Replacements, Ellen Dr. and Dunlo Ave. – Some rusted out culverts were identified and a project put out for bid to replace them. The low bid was Vian Construction for \$27, 630.00.
- Flood Prone Property Buy-Outs – Sale price for each property being negotiated between the property owners and Cook County.

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. A new inspector, Mario Gianfortune, for our unincorporated roads has been named.

Permits:

- New Construction
16-009, Jozek Ryd, 221 Graylynn Dr., Mt. Prospect.....Pending
- Home and Garage Addition
17-002, Garrett Greiss, 132 Brookfield Ave., Mt. Prospect.....Pending
- New Construction
17-004, Zdzislaw Wloch, 256 Woodland Dr., Mt. Prospect.....Completed
- Demolition and New Construction
17-005, Peter Nieroda, 138 Anita Ave., Mt. Prospect.....Pending

ADMINISTRATIVE REPORT: Administrator Stellato presented the board with her written report.

NEW BUSINESS

Melanie Santostefano from Vicarious Production, Inc., provides to townships and organizations social media, public information and public relations services. They are interested in creating Wheeling Township Facebook, Twitter, and LinkedIn pages, to share current Wheeling Township information with the public. Vicarious Productions would help submit monthly articles to news media for publication and Vicarious Productions would also include monthly management of a social media page such as Facebook, Twitter, and LinkedIn. Vicarious has various townships as clients, including Palatine Township, and understands township functions.

Judy Walther, 2016-17 Audit Discussion-

Judy Walter has done 2017 independent audit. The opinion is unmodified meaning everything is in accordance with generally accepted accounting principles. The Township's fund balance decreased about \$172,000 from the prior year bringing Township as of February 28, 2017 to about \$9,061,000 in fund balances. The last three years the fund balances have been reduced as the township planned. The 2016 property tax levy is down 13%. Total expenses are down 9% from the prior year. The Road District was abolished and the road fund is now entitled Road Management fund. General fund can cover 20 months of expenditures. General Assistance fund can cover 17 months of expenses compared to 20 months in the prior year. The Road Management Fund went from 15 to 12 months in the last year. All \$6 million in the bank is insured or covered by third parties. Auditor noted no internal control weaknesses and no material weaknesses. The auditor also stated that Township has one of the hardest working staffs. Finally, tax returns are almost done. Administrator Stellato noted the township does not file taxes, but has two non-for profits that must be filed.

MOTION #5: 2016-17 AUDIT APPROVAL

Motion by Trustee Schultz, seconded by Trustee Medley to approve 2016-17 Audit.

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

MOTION #6: ADOPTION OF PREVAILING WAGE ORDINANCES 2017-04 AND 2017-05

Motion by Supervisor Penner, seconded by Trustee O'Connell, to adopt Prevailing Wage Ordinances 2017-04 and 2017-05.

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

MOTION #7: APPROVAL OF CULVERT REPLACEMENT BID FOR ELLEN AND DUNLO

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING JUNE 27, 2017

Motion by Trustee O'Connell, seconded by Trustee Medley, to approve Culvert Replacement Bid For Ellen and Dunlo.

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

OLD BUSINESS

None.

MOTION #8: ADJOURNMENT

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

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

The meeting for Tuesday, June 27, 2017, was declared adjourned at 8:50 p.m. The next regular scheduled board meeting is set for Tuesday, July 25, 2017, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk

