

CALL TO ORDER

The special meeting of the Supervisor and Board of Trustees of Wheeling Township, for March 24, 2020 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

Administrator Stapleton called the roll and the following members were present: Supervisor Penner, Trustee Ken Jochum, Trustee Ruth O'Connell, Trustee Patricia Kozicki, Wheeling Township Attorney Kenneth Florey and Administrator Stapleton

Also in attendance participants by teleconference: Wheeling Township Assessor Jerry Sadler, Trustee JoAnne Schultz and Clerk Joanna Gauza.

Absent: None

PLEDGE OF ALLEGIANCE

Supervisor Penner led those assembled in the Pledge of Allegiance.

APPROVAL OF MINUTES

MOTION #1: APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING ON FEBRUARY 25, 2020

Motion by Trustee Jochum, seconded by Trustee O'Connell, to approve the minutes of February 25, 2020 Regular Board Meeting.

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

AUDIT

MOTION #2: AUDIT FOR TOWN FUND

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve batch #755, 3/13/20 and 3/24/20 against the Town Fund in the amount of \$140,775.78 to be paid.

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

MOTION #3: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve batch #496, #3/2/20 and #3/23/20 against the Road Management Fund, in the amount of \$17,785.13 to be paid.

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

MOTION #4: AUDIT FOR CEMETERY FUND

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve batch #032420 against the Cemetery Fund, in the amount of \$1,790.56 to be paid.

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

CITIZENS TO BE HEARD

None.

OFFICIALS' REPORT

ASSESSOR: Assessor Sadler reported:

- We began limiting in person access to the office on March 16th, and beginning this week we will work from home. The phones will be forwarded to home numbers and emails accessed from home. This will be transparent to the taxpayer. We will maintain a high level of service other than walk-ins. Julia is checking into access to the County system which would be of further value to the taxpayer.
- The latest information is the Board of Review decisions will be mailed in the next few weeks.
- Cook County Assessor's office is not accepting phone calls and employees are working from home. All reassessments have been suspended, and appeal dates are to be determined. Looks unlikely the April 13th open date will hold.
- Office visits: 369 Phone calls: 398 Exemptions filed: 290

CLERK: Clerk Gauza reported:

- The Petition regarding the environment resolution will not be on the Annual Township meeting agenda. The petition will not be on the agenda because it did not have the required 15 valid registered voters in Wheeling Township. The requester agreed to withdraw the petition.

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- COVID-19 Update:
 - Transportation is still operational – dialysis and medical appointments and grocery shopping only
 - GA - open by appointment only
 - Starting EA appointments the week of April 13th
 - Meals on Wheels – still delivering food
 - All nurse appointments cancelled through April 13th
 - LIHEAP has been suspended by CEDA
 - Medicare/Medicaid and Access to Benefits appointments have been cancelled.
 - AARP has suspended Tax Prep
 - Senior Celebration Cancelled
 - Volunteer Luncheon Cancelled
- Upcoming Events:
 - Annual Town Hall Meeting April 14th
- Statistics for the month of February 2020.
 - 1538 rides – 573 dial-a-ride, 965 medical
 - 672 meals delivered
 - 53 office visits to the Nurse
 - 5 home visit by the Nurse
 - 433 visits to the Food Pantry – 878 people feed

NEW BUSINESS:

MOTION #5: PROSPECT HEIGHTS FIRE PROTECTION TRUSTEE REAPPOINTMENT-SHAWN CLISHAM

Motion by Supervisor Penner, seconded by Trustee Kozicki to reappoint Shawn Clisham as a Prospect Heights Fire Protection Trustee.

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

EMPLOYEES WORKING:

All the drivers are being paid their regular schedule even though most are working reduced schedule. The drivers continue to drive seniors to medical appointments, including dialysis.

The food pantry is available by appointment Tuesday through Thursday. The township is also doing as much as possible electronically such as general assistance applications.

Most local governments are delegating authority to Supervisor ability to approve emergency contracts. Supervisor Penner would then report to the Board any such emergency contract approvals.

MOTION #6: APPROVAL OF ORDINANCE 2020-01 TEMPORARLY DELEGATING AUTHORITY TO ADMINISTRATION

Motion by Trustee Jochum, seconded by Trustee Kozicki to approve the Ordinance #2020-01 Temporarily Delegating Authority to Administration.

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

MOTION #7: ANNUAL TOWN MEETING AGENDA APPROVAL

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve the Annual Town Meeting Agenda.

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

MOTION #8: AMEND 2020-21 BUDGET CALENDAR

Motion by Trustee Jochum, seconded by Trustee Kozicki, to amend 2020-21 Budget Calendar.

ROLL CALL VOTE: AYES: Jochum, Kozicki, Schultz, O'Connell, Penner
NAYS: None....Motion #8 Carried.

MOTION #9: APPROVE 2020-01 TENTATIVE BUDGETS

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve Tentative Budgets.

ROLL CALL VOTE: AYES: Kozicki, Jochum, Schultz, O'Connell, Penner
NAYS: None....Motion #9 Carried.

OLD BUSINESS:

2020-21 BUDGET DISCUSSIONS:

At next meeting can examine budget in light of COVID-19 and if any changes are needed. For example, some small local agencies may need more help. General assistance may need to be re-evaluated.

MOTION #10: ADJOURNMENT

Motion by Trustee Schultz, seconded by Trustee Jochum to adjourn.

WHEELING TOWNSHIP MINUTES OF SPECIAL MEETING MARCH 24, 2020

VOICE CALL VOTE: All Ayes....Motion #10 Carried.

The meeting for Tuesday, March 24, 2020, was declared adjourned at 8:29 p.m. The next scheduled special board meeting is set for Tuesday, April 28, 2020, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk