

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for September 22, 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 8:05 p.m.

**ROLL CALL**

Clerk Gauza called the roll and the following members were present: Supervisor Kathleen Penner, Trustee Ken Jochum, Trustee Ruth O'Connell, Trustee Patricia Kozicki, Trustee JoAnne Schultz and Clerk Joanna Gauza.

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

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 AUGUST 25, 2020**

Motion by Trustee Schultz, seconded by Trustee Jochum, to approve the minutes of August 25, 2020 Regular Board Meeting.

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

**AUDIT**

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

Motion by Trustee Kozicki, seconded by Trustee Jochum, to approve batch #8/27/20, #9/11/20, #9/18/20, #9/21/20, and #9/22/20 against the Town Fund in the amount of \$150,919.14 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 #8/27/20 and #9/21/20 against the Road Management Fund, in the amount of \$98,222.31 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 #092220 against the Cemetery Fund, in the amount of \$4,970.06 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:

- **BOARD OF REVIEW APPEALS**
- Cook County Board of Review has opened a few townships for appeals; Wheeling Township may open in early October. We encourage taxpayers to email the Assessor's office with information and we can provide them comparables and instructions for filing an online appeal. Forms, including appeal forms, are available in the front entrance of the Township building and in the rear of the building in the information boxes. Constituents can leave the appeal forms in the drop box and we will deliver the appeals to the Board of Review.
- The Cook County Board of Review continues to work from home. They will hold telephone hearings rather than in person hearings for appellants who request a hearing for their appeal.
- **2019 TAX BILLS**
- Property tax bills are due October 1<sup>st</sup>. After that, penalties are incurred.
- **MAP PAGES**
- 2019 map pages have been delivered. We are in the process of reviewing, making changes and replacing old pages.
- **COOK COUNTY ASSESSOR APPEALS**
- 2019 Decision letter results are expected to be mailed to Homeowners in the next few weeks. The Cook County Assessor has re-opened and will meet with a taxpayers by appointment only. The Cook County Assessor is operating with a staggered crew, so that not all employees are in the office every week. Therefore, there are a limited number of appointments available.

- STATISTICS
- Phone calls: 434
- Office visits: 127
- Exemptions: 120

**CLERK:** Clerk Gauza reported:

- We are still receiving many questions regarding voter registration, mail ballots and the upcoming November Elections. There was confusion created by a letter from the Illinois Secretary of State. The letter informed some people that they had not sent an application for a mail ballot. Many people had already sent in the applications and were concerned their application was lost. We learned that the Cook County Clerk was behind in processing the applications and that people that had sent in their application for a mail ballot did not have to undertake any further actions. Bonnie is working with the Clerk to answer these election questions.

**ADMINISTRATOR'S REPORT:** Administrator Stapleton reported:

- The Fall/Winter newsletter will be in people's home by the end of next week.
- Julie Kamka, Trustee for the Forest River Fire District has stepped down. Administrator Stapleton put an ad in the Daily Herald for applicants to fill the Trustee vacancy.
- We are planning for the Holiday programs. This year will be a little different due to the COVID pandemic. The Thanksgiving Basket distribution will stay the same, but distribution of the baskets will be done over 3 days. As for the Adopt-A-Family program for Christmas, we will be issuing gift cards instead of gifts. We sent out a poll to last year's donors and asked if they would be willing to buy gifts or would prefer purchasing gift cards. The majority of the responses favored buying gift cards. The gift cards will be for \$50 and will be distributed to children under the age of 18.
- Before the next Board meeting, we will hold Agency Hearings. Packets will be available before the hearings. Please remember to be here by 6 pm.
- If anyone is interested in attending the Virtual TOI Conference, please let Administrator Stapleton know.
- Statistics for the month of August 2020.
  - 956 rides – 175 dial-a-ride, 781 medical
  - 1,010 meals delivered
  - 332 visits to the Food Pantry – 814 people feed

**NEW BUSINESS:**

**MOTION #5: APPROVAL OF THE 2020-2021 SNOW AND ICE CONTROL AGREEMENT WITH THE NORTHFIELD TOWNSHIP**

Motion by Trustee Jochum, seconded by Trustee Schultz to approve the 2020-2021 Snow and Ice Control Agreement with the Northfield Township.

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

**MOTION #6: APPROVAL OF HIRING ROAD MANAGEMENT SUPERVISOR**

Motion by Trustee Kozicki, seconded by Trustee Jochum to approve the hiring of Road Management Supervisor.

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

**2020 LEVY DISCUSSIONS**

Tentative levy approval will be at the November Board meeting and final approval of the levy will be at the December Board meeting. The Board considered what impact will be on tax receipts from COVID. There is an expectation that tax collections could be reduced. The Board indicated it favors keeping the levy flat.

**OLD BUSINESS:** None

**MOTION #7: ADJOURNMENT**

Motion by Supervisor Penner, seconded by Trustee Jochum to adjourn.  
VOICE CALL VOTE: All Ayes....Motion #7 Carried.

The meeting for Tuesday, September 22, 2020, was declared adjourned at 8:20 p.m. The next scheduled regular board meeting is set for Tuesday, October 27, 2020, at 8:00 p.m., after the Youth Services Agency Presentations at 6:00 p.m.

Joanna M. Gauza  
Wheeling Township Clerk