

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for August 22, 2017 was held in the Paula Ulreich Meeting Room, at 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 Jeffrey Battinus, Trustee Brian Medley, Trustee Ruth O'Connell, Trustee JoAnne Schultz, and Clerk Joanna Gauza.

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

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 AMENDED MEETING MINUTES – July 25, 2017**

Motion by Trustee Schultz, seconded by Trustee Medley, to approve the amended minutes of July 25, 2017.

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

**AUDIT**

**MOTION #2: AUDIT FOR ROAD MANAGEMENT**

Motion by Trustee Schultz, seconded by Trustee Medley, to approve batch #415, #416 and #417 against the Road Management, in the amount of \$38,136.42 to be paid.

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

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

Motion by Trustee Schultz, seconded by Trustee Medley, to approve batch #624, #625 and #626 against the Town Fund, in the amount of \$221,961.34 to be paid.

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

### **CITIZENS TO BE HEARD**

None.

### **OFFICIALS' REPORTS**

**ASSESSOR:** Assessor Sadler reported:

- **2017 Assessment Appeals**
- Wheeling Township was open July 07, 2017 through August 07, 2017 for Cook County assessment appeals for the tax year 2017. Tax bills were mailed July 1<sup>st</sup> and were due August 1, 2017. Assessor's Office was busy helping constituents with appeals and tax bills at the same time.
- Assessor's Office found that the county gave senior exemptions including freezes to people who did not apply for the exemption. There were people who applied for exemptions and did not receive them, along with people who should have applied and didn't.
- **Statistics August 2017**
- Over 613 comparables were researched and 405 hard copy appeals were processed. 126 inquiries were received through our email and provided comparables for those who wished to file an appeal online.
- Office Visits: 517
- Phone Calls: 435

**ROAD MANAGEMENT:** Administrator Stellato reported:

1) Projects:

- Drainage Improvements, Morrison Ave., Lee St. to Graylynn Dr. – Bid opening was on August 17, 2017 and bid results are available to the Board at this meeting.
- Road Culvert Replacements, Ellen Dr. and Dunlo Ave. – Project completed.
- Flood Prone Property Buy-Outs – The Department of Homeland Security is handling the purchase of the flood-prone properties.

2) 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.

**PERMITS**

- 1) New Construction  
16-009, Jozek Ryd, 221 Graylynn Dr., Mt.  
Prospect.....Pending
- 2) Demolition and New Construction  
17-005, Peter Nieroda, 138 Anita Ave., Mt.  
Prospect.....Pending
- 3) Remove and Replace House Siding, Remove and Replace Rear Deck, Fence  
Construction  
17-008D, Sasha Bodeanu, 259A Woodland Dr., Mt.  
Prospect.....Completed

**CODE ENFORCEMENT ISSUES**

No official permit violations pending.

**PERMIT and TRAFFIC TICKET REVENUE RECEIPTS**

- 1) Permits.....\$35.00
- 2) Cook Co. Circuit Court (traffic tickets issued by Cook Co. Sheriff)..\$0.00

**ADMINISTRATIVE REPORT:** Administrator Stellato reported:

- Because of the uncertainty of bus insurance renewal, Administrator Stellato thought it best to be proactive by testing all markets. Administrator Stellato have reached out to the Illinois Counties Risk Management Trust. Ms. Stellato was able to secure loss runs for the last five years from Bradish Associates and is awaiting a response from ICRM.
- Wheeling Township received a letter from PHD – Preservation of Human Dignity – informing that they will be ceasing operation on September 1, 2017. They cite the severe economic landscape within the State of Illinois. Wheeling Township agreed to fund PHD \$3,150 for 2017-18.
- At our last meeting Forest River Association President Jerry Busse shared concerns for the Gulo home. This home floods regularly and this last storm made it uninhabitable. The Gulo’s were instructed to apply to Wheeling Township for Angel Fund assistance. Mrs. Gulo, accompanied by her son, income qualified for assistance and applied for help securing a dumpster to clear off her driveway or for appliance removal. Wheeling Township made arrangements but neither was necessary. During this process her grandson surprised her by removing the debris from the driveway and putting appliances at the curb. The appliances were gone by morning.

- Administrator Stellato is copied on email correspondence between homeowners and Cook County regarding the buyouts of six homes in unincorporated Wheeling Township. Although Gene Ryan of Cook County Homeland Security met with residents and promised a 7 – 10 days deadline for appraisals, Cook County Land Bank now advises homeowners that there were additional unforeseen items that required attention prior to moving forward. No date was given for the appraisals.
- Supervisor Penner, Tom Neitzke, Mark Toberman, and Administrator Stellato met on Monday morning to put together a list of expectations for flood situations in the unincorporated areas. It was reiterated that Wheeling Township is responsible for the roads and right-of-ways only. Tom is authorized to make calls to Cook County Highway Department seeking assistance for homeowners, but those contact numbers should be made available to residents for follow up. If the County is willing to supply sand and bags, they are to be dropped off on the right-of-way at the Forest River Civic Center and residents must fill, place, and dispose of bags on their own.
- Some of Gregory Street, from River Road to the railroad tracks on the east end, actually belongs to the City of Des Plaines. Because that portion of the road abuts to the unincorporated portion of the road, it makes it easier for one entity to maintain the entire area. The former Highway Commissioner contacted Des Plaines requesting they transfer their portion of the road to Wheeling Township and a contract was signed with the City of Des Plaines dated May 25, 2007. Ms. Stellato was told one of the purposes was to add miles to the Road District.
- Kensington Road is an IDOT road, but the homes on the south side of the street are in unincorporated Wheeling Township. We do not maintain Kensington Road, but we do issue permits for unincorporated homeowner construction projects. Mark Toberman says when the area was annexed by IDOT, the drainage ditch should have gone with the road. Tom Neitzke feels the ditch on the south side of the street is within Village of Mt. Prospect limits. No one is presently maintaining the drainage ditch and it is causing problems on unincorporated Lee Street. The drainage and culvert system there no longer functions and it was suggested we get involved in discussions to resolve the problem. We may wish to ask IDOT or Mt. Prospect to maintain the drainage ditch.
- The letter dated June 13, 2017 addressed to the Highway Commissioner from Cook County Dept. of Transportation and Highways indicates Wheeling Township has been sent quarterly reports of Motor Fuel Tax Unobligated Balances. As of May 31, 2017 the balance is \$10,028.51. Ms. Stellato will contact the County to find out if we could use those funds.
- Former Director of Senior/Disability Services Kris Freeman and Administrator Stellato regularly brainstormed ideas to create a Respite Program. The Township was recently approached by Our Saviour's Lutheran Church to partner in a respite program and Kris Freeman graciously agreed to meet with Paul Anderson and Administrator Stellato to discuss "A Caring Place". It provides family members time off from caring for their impaired adults. A

similar program is provided through a Lutheran Church in Elk Grove. The Arlington Heights church hopes to replicate services presently provided by the Elk Grove church on Tuesdays and Fridays from 9:30am to 3:00pm in Arlington Heights and were looking for someone to manage the program. Ms. Stellato informed Mr. Anderson that we did not have staff available to manage the program and although they are loosely affiliated with Lutheran Social Services of Illinois, this particular program is not an established 501 (c) 3, they are not licensed, and do not have clinical staff providing services. He was provided with some contacts and some suggestions were made that will hopefully help him meet his goals.

- Statistics for the month of July 2017:
  - 2,015 bus rides; 866 Dial a Ride; 1,129 Medical Van
  - 1,021 meals delivered
  - 81 office visits to the Township Nurse
  - 33 home visits by the Township Nurse
  - 366 Food Pantry visits – 812 people fed

### **NEW BUSINESS**

IMRF requires a resolution confirming elected positions are not IMRF qualified. In addition, the investment policies need to be updated to reflect changes in bank names and other administrative changes. In 2014 Wheeling Township created a Finance Committee to review the Investment Policy and help create budgets for board consideration. Because Supervisor Schroeder is no longer with us, we need to appoint someone to the Finance Committee.

### **MOTION #4: APPROVAL OF IMRF 2017-6**

Motion by Supervisor Penner, seconded by Trustee Battinus to approve Resolution 2017-6 declaring the Supervisor's position is not a qualified IMRF position.

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

### **MOTION #5: APPROVAL OF IMRF 2017-7**

Motion by Supervisor Penner, seconded by Trustee Medley to approve Resolution 2017-7 declaring the Assessor's position is not a qualified IMRF position.

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

### **MOTION #6: APPROVAL OF IMRF 2017-8**

Motion by Supervisor Penner, seconded by Trustee Medley to approve Resolution 2017-8 declaring the Highway Commissioner's position is not a qualified IMRF position.

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

**MOTION #7: APPROVAL OF INVESTMENT POLICY UPDATES**

Motion by Supervisor Penner, seconded by Trustee Battinus to approve Investment Policy updates.

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

**MOTION #8: FINANCE COMMITTEE MEMBER APPOINTMENT**

Motion by Supervisor Penner, seconded by Trustee Medley, to appoint Trustee O'Connell to the Finance Committee.

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

**Discussion:**

The Township received six bids for the Road District drainage project ranging from \$246,000 to \$139,000. Mark Toberman originally estimated the project could cost \$400,000. The Township budgeted \$250,000 for this year and planned to do the project over two years. The Highway Department has worked with the lowest bidder, Sheridan Plumbing and Sewer, and the work was well done.

**MOTION #9:**

Motion by Trustee Schultz, seconded by Trustee Battinus, to accept the bid of Sheridan Plumbing and Sewer for \$139,272.

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

**OLD BUSINESS**

None.

**MOTION #10: ADJOURNMENT**

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

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING AUGUST 22, 2017

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

The meeting for Tuesday, August 22, 2017, was declared adjourned at 8:35 p.m. The next regular scheduled board meeting is set for Tuesday, September 26, 2017, at 8:00 p.m.

Joanna M. Gauza  
Wheeling Township Clerk