

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for April 26, 2022 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 Regina Stapleton called the roll and the following members were present: Supervisor Kathleen Penner, Trustee Jeanne Hamilton, Trustee Patricia Kozicki, Trustee Joseph Murglin, and Trustee Darrel Talken.

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

Absent: Clerk Joanna Gauza

PLEDGE OF ALLEGIANCE

Supervisor Penner led those assembled in the Pledge of Allegiance.

OPEN MEETING TOWN AND GENERAL ASSISTANCE BUDGET

Budget made available for inspection for 30 days at Township office. No comments.

MOTION #1: APPROVAL TO CLOSE MEETING ON TOWN AND GENERAL ASSISTANCE BUDGET

Motion by Supervisor Penner, seconded by Trustee Kozicki, to approve closing the meeting on Town and General Assistance Budget.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken

NAYS: None....Motion #1 Carried

OPEN MEETING ROAD MAINTENANCE AND APPROPRIATIONS ORDINANCE

Budget made available for inspection for 30 days at Township office. No comments.

MOTION #2: APPROVAL TO CLOSE MEETING ON ROAD MAINTENANCE BUDGET AND APPROPRIATIONS ORDINANCE

Motion by Supervisor Penner, seconded by Trustee Kozicki, to approve closing the meeting on Town and General Assistance Budget.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken

NAYS: None....Motion #2 Carried

APPROVAL OF MINUTES

MOTION #3: APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING ON March 22, 2022

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve the minutes of March 22, 2022 Regular Board Meeting.

ROLL CALL VOTE: AYES: Kozicki, Murglin, Hamilton, Talken, Penner
NAYS: None....Motion #3 Carried.

AUDIT

MOTION #4: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #3/31/22, #4/1/22, and #4/26/22, against the Road Management Fund in the amount of \$19,717.79 to be paid.

ROLL CALL VOTE: AYES: Kozicki, Murglin, Hamilton, Talken, Penner
NAYS: None....Motion #4 Carried.

MOTION #5: AUDIT FOR CEMETERY FUND

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #4/26/22 against the Cemetery Fund, in the amount of \$1,362.29 to be paid.

ROLL CALL VOTE: AYES: Kozicki, Murglin, Hamilton, Talken, Penner
NAYS: None....Motion #5 Carried.

MOTION #6: AUDIT FOR TOWN FUND

Motion by Trustee Kozicki, seconded by Trustee Talken, to approve batch #3/31/22, 4/1/22, 4/13/22 and #4/26/22 against the Town Fund, in the amount of \$242,472.41 to be paid.

ROLL CALL VOTE: AYES: Kozicki, Murglin, Hamilton, Talken, Penner
NAYS: None....Motion #6 Carried.

CITIZENS TO BE HEARD

Citizen stated that wanted to end Tax Finance Districts and to use money to invest in own property.

OFFICIALS' REPORT

ASSESSOR: Assessor Jochum reported:

- **TAX BILLS:** The Cook County Assessor certified the Wheeling Township results and sent them to the Board of Review on 4-7-22. The Board of Review opened Wheeling Township for appeals on 4-11-22 until 5/10/22. The Township Assessor's office was informed of the period for appeals on 4-9-22.
- Thus far we have provided comps and appeal filing support to The Board of Review for approximately 207 properties. We estimate that we will have between 350-400 appeals which is about average for a third year of the triennial. As a point of reference, we supported 661 appeals to the Assessor at the beginning of the 2021 cycle. During the appeals process we are finding additional exemptions savings for our taxpayers which leads to a very positive experience for the taxpayer.
- **NEW HOMEOWNER OUTREACH:** We have sent 90 letters to new Wheeling Township homeowners who purchased homes in January 2022. The letters included personalized information regarding their properties. We will continue sending out welcome letters as the County Clerk posts residential sales.
- **SECOND INSTALLMENT PROPERTY TAX BILLS:** The County Assessor has now sent all results to the Board of Review, it is likely second installment tax bills will be sent out in December for tax year 2021. The first installment tax bills for 2022 will be sent in February 2023.
- **TAXPAYER OUTREACH:** Supervisor Penner and Lynndah Lahey provided us the opportunity to make a zoom presentation to seniors regarding the property tax process. The presentation was well received and we hope to provide future presentations to senior. Thank you to Lynndah and Supervisor Penner for the opportunity for outreach.
- An article was published advertising the services the Township offers including timely contact information.
- We have agreed to partner with the Arlington Heights Library and conduct a presentation explaining the property tax and assessment process, in September. If successful we hope to partner with other libraries and select taxing bodies.
- **EVOLUTION OF THE TOWNSHIP ASSESSOR'S OFFICE:** During the past 8-10 years changes have been occurring in the County which have increased the scope and volume of the work of the Township Assessor's office. The County Clerk, Assessor, Treasurer, and Board of Review have closed their satellite offices at the Rolling Meadows Court House which means that we can no longer refer people to those offices. We now have to deal with these issues and assist the taxpayer. In fact, the office successfully stopped a tax sale and saved his home.
- Permits, which are of significant volume for Wheeling Township, are also now checked for accuracy and entered into the County's computer by our Township whereas the County used to handle this responsibility.

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING APRIL 26, 2022

- We are often called upon to assist homeowners with questions regarding tax sales and various record keeping issues. We have responded to these challenges by increasing our service and skills as well as employing technology.
- The Township Assessors office is becoming the customer service unit for a variety of agencies in the County and our focus will remain on creating a positive taxpayer experience.

• SERVICE DATA: :CASE ACTIVITY SUMMARY YTD THRU APRIL 24,2022

	Jan	Feb	March	1st Quarter	April MTD	YTD
• Senior Exemption	417	566	870	1853	225	2078
• Home Owners	44	60	94	198	36	234
• Tax Bill	26	111	65	202	31	233
• Assessed Value	32	68	53	153	254	407
• Disability	15	32	39	86	16	102
• Misc.	89	93	76	258	48	306
• Total Cases	623	930	1197	2750	610	3360

ADMINISTRATOR’S REPORT: Administrator Stapleton reported:

- This is just a reminder that all Board members need to complete their Statement of Economic Interests by May 2, 2022.
- Transportation ridership is back up. We had over 1700 rides last month. Seniors are back on the move.
- With 3G going away, we had to change the Transportation Push to Talk phones. T-Mobile could not help us with affordable Push to Talk phones, so we went back to Sprint. We got the same price we have been paying.
- Our Audit started on April 18, and the Auditor will present the draft Audit in June.
- Reminder: Mayor’s Prayer Breakfast May 12, 2022.
- Statistics for March 2022:
 - 1,747 rides – 872 non-medical, 875 medical
 - 1,293 meals delivered
 - 367 visits to the Food Pantry – 710 people fed

NEW BUSINESS:

Prospect Heights Fire District Trustees re-appointment for 3 year term.

MOTION #7: APPROVAL OF RE-APPOINTMENT OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT TRUSTEES FOR THREE YEAR TERMS

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the re-appointment of Prospect Heights Fire Protection Trustees Jon Tannen and Charles "KC" Ferguson to three year terms.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken
NAYS: None....Motion #7 Carried.

Hiring Food Pantry Assistant:

Marek Simon is a Wheeling High School senior graduating on May 18. He will be attending Harper College and will work 3 days a week for about 20 hours.

MOTION #8: APPROVAL TO HIRE PART-TIME ASSISTANT FOR FOOD PANTRY

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the hiring of a part-time Food Pantry Assistant.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken
NAYS: None....Motion #8 Carried

OLD BUSINESS:

Adopt 2022-23 Town and General Assistance Budget and Ordinance

MOTION #9: APPROVE TOWN AND GENERAL ASSISTANCE BUDGET AND ORDINANCE 2022-01

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Town and General Assistance Budget and Ordinance 2022-01.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken
NAYS: None....Motion #9 Carried

MOTION #10: APPROVE ROAD MAINTENANCE BUDGET AND ORDINANCE 2022-02

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Road Maintenance Budget and Ordinance 2022-02.

ROLL CALL VOTE: AYES: Penner, Kozicki, Murglin, Hamilton, Talken
NAYS: None....Motion #10 Carried

MOTION #11: ADJOURNMENT

WHEELING TOWNSHIP MINUTES OF REGULAR MEETING APRIL 26, 2022

Motion by Supervisor Penner seconded by Trustee Talken to adjourn.

VOICE CALL VOTE: All Ayes....Motion #11 Carried.

The meeting for Tuesday, April 26 2022, was declared adjourned at 8:25 p.m. The next scheduled regular board meeting is set for Tuesday, May 24, 2022, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk