

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for February 25, 2025 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 Kathy Penner, Trustee Jeanne Hamilton, Trustee Patricia Kozicki, Trustee Darrel Talken and Clerk Joanna Gauza.

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

Absent: Trustee Joseph Murglin

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 JANUARY 28, 2025

Motion by Trustee Kozicki, seconded by Trustee Hamilton, to approve the minutes of January 28, 2025 Regular Board Meeting.

ROLL CALL VOTE: AYES: Kozicki, Hamilton, Talken, Penner
NAYS: None.... Motion #1 Carried.

AUDIT

MOTION #2: AUDIT FOR CEMETERY FUND

Motion by Trustee Kozicki, seconded by Trustee Hamilton, to approve batch #2/3/25, #2/13/25 and #2/24/25 against the Cemetery Fund, in the amount of \$2,525.02 to be paid.

ROLL CALL VOTE: AYES: Kozicki, Hamilton, Talken, Penner
NAYS: None.... Motion #2 Carried.

MOTION #3: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Kozicki, seconded by Trustee Hamilton, to approve batch #1/30/25, #2/7/25, #2/24/25 and #2/25/25 against the Road Management Fund, in the amount of \$53,244.12 to be paid.

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

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Kozicki, seconded by Trustee Hamilton, to approve batch #1/30/25, #2/3/25, #2/7/25, #2/12/25, #2/13/25, #2/18/25, #2/24/25, and #2/25/25 against the Town Fund in the amount of \$397,412.65 to be paid.

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

CITIZENS TO BE HEARD

None.

OFFICIALS' REPORT

ASSESSOR: Assessor Jochum reported:

- **TAX YEAR 2024**
- FIRST INSTALLMENT TAX BILLS HAVE BEEN MAILED AND ARE DUE AT THE BEGINNING OF MARCH.
- Shortly we will be handling the exemption process.
- Homeowner, senior and disability exemptions automatically renew.
- If the senior freeze or veteran exemptions were on the 2023 bill a renewal application will be mailed. First time applicants should be able to apply in early March.
- 2024 Board of Review decision letters will be mailed in March. Any reductions in assessed value will be reflected on the 2024 2nd installment bill.
- **Tax Year 2025 Triennial Reassessment**
- Cook County follows a triennial reassessment cycle, meaning that a property is reassessed once every three years. In 2025 Wheeling Township will be part of a reassessment and each property will be mailed a Reassessment Notice which property owners can appeal. We expect the Appeal period to be this summer, however a taxpayer may pre-file in June either in the office or by email.
- **Other**

- Our office has begun to track large residential construction to ensure proper inclusion in the tax rolls.

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- Administrator Stapleton visited Kenneth Young with Mental Health Board Member Jim Ruffatto; they met with the Executive Director and the Interim CEO.
- We have purchased a translation program called Translation Live.
- Statistics for January 2025:
 - 1,626 rides- 875 non-medical, 751 medical (230 disabled rides)
 - 879 – meals delivered
 - 566 – visits to the Food Pantry – 1,246 people, 287 children, 535 seniors
 - 7- Alzheimer's Caregiver Support Group
 - 20 – (VIP) Visually Impaired Support Group Holiday Party

MOTION #5: OPEN EXECUTIVE SESSION FOR PURPOSES OF STAFF SALARIES AND EMPLOYMENT MATTERS

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Executive Session for Purposes of Staff Salaries and Employment Matters.

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

MOTION #6: CLOSE EXECUTIVE SESSION FOR PURPOSES OF STAFF SALARIES AND EMPLOYMENT MATTERS

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Executive Session for Purposes of Staff Salaries and Employment Matters.

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

NEW BUSINESS:

MOTION #7: APPROVAL OF AUDIT ENGAGEMENT LETTER

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Audit Engagement Letter.

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

MOTION #8: APPROVAL OF ROAD MANAGEMENT ENGINEERING SERVICES AGREEMENT – SPECECO NOT TO EXCEED \$40,000

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Road Management Engineering Services Agreement – Spececo Not to Exceed \$40,000.

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

MOTION #9: APPROVAL OF PURCHASING A NEW BUS NOT TO EXCEED \$110,000

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Purchasing a New Bus Not to Exceed \$110,000.

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

MOTION #10: APPROVAL OF PROSPECT HEIGHTS FIRE PROTECTION DISTRICT TRUSTEE APPOINTMENT WILLIAM MCDONALD TO REPLACE LARS ANDERSON TERM ENDING MAY 1, 2026

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the Appointment Of William McDonald to Replace Lars Anderson Term Ending May 1, 2026, in Prospect Heights Fire Protection District.

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

MOTION #11: 2024-25 TRANSFER OF APPROPRIATIONS-TOWN, GENERAL ASSISTANCE AND ROAD

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the 2024-25 Transfer of Appropriations- Town, General Assistance and Road.

ROLL CALL VOTE: AYES: Penner, Kozicki, Hamilton, Talken
NAYS: None.... Motion #11 Carried.

2025-26 Agency Funding Discussions:

-Mental Health Agency: The Mental Health Board recommended \$809,550. The Township Board accepted the recommendation.

-Human Services Recommendations were made for the following:

Connections to Care: Increase by \$1500

Family Forward: Keep the same funding

Hands on Suburban Chicago: Increase by \$2000

Kindred Life: Increase by \$400

Life Span: Increase by \$1000

Mobile Dental Clinic: Keep the same funding

NW Compass: Increase by \$2000
Access to Care: Keep the same funding
Wings: Keep the same funding
Center of Concern: Increase by \$2000
Kan-Win: Increase by \$1000
Did not reapply:
 Resources for Community Living
 St Mary's Hopeful Beginnings

-Youth Services:
 Children's Advocacy Center: Increase by \$175
 Harbour: Keep the same funding

2025-26 Budget Discussions:

Supervisor noted that if Mental Health funding and new bus costs are excluded, the budget increased by 5% from last year primarily because of salary increases for employees, road fund work, and capital projects.

MOTION #12: ADJOURNMENT

Motion by Supervisor Penner seconded by Trustee Kozicki to adjourn.

VOICE CALL VOTE: All Ayes.... Motion #12 Carried.

The meeting for Tuesday, February 25, 2025, was declared adjourned at 8:35 p.m. The next scheduled regular board meeting is set for Tuesday, March 18, 2025, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk