

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for January 25, 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 8:05 p.m.

**ROLL CALL**

Clerk Gauza called the roll and the following members were present: Supervisor Kathleen Penner, Trustee Jeanne Hamilton, Trustee Patricia Kozicki, Trustee Joseph Murglin, Trustee Darrel Talken (arrived late) and Clerk Joanna Gauza.

Also in attendance: Wheeling Township Assessor Ken Jochum, Attorney Neil Smith, 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 DECEMBER 07, 2021**

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve the minutes of December 07, 2021 Regular Board Meeting.

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

**AUDIT**

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

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #12/29/21 and #1/25/22 against the Cemetery Fund, in the amount of \$3,340.00 to be paid.

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

**MOTION #3: AUDIT FOR ROAD MANAGEMENT FUND**

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #12/29/21 and #1/25/22 against the Road Management Fund, in the amount of \$12,688.73 to be paid.

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

**MOTION #4: AUDIT FOR TOWN FUND**

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #12/20/21, #12/29/21, 1/14/22 and #1/25/22 against the Town Fund in the amount of \$227,836.37 to be paid.

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

**CITIZENS TO BE HEARD**

None.

**OFFICIALS' REPORT**

**ASSESSOR:** Assessor Jochum reported:

- **Key Information**
- Automatic Renewals
- Many exemptions will automatically renew for tax year 2021. Homeowners will receive a letter in early March from the Cook County Assessor confirming the automatic renewal of certain exemptions. Tax payers will not need to reapply if their exemption is automatically renewing. The following exemptions will automatically renew for tax year 2021: HOMEOWNER (permanent renewal); SENIOR (permanent renewal); SENIOR FREEZE; PERSONS WITH DISABILITIES; and VETERANS WITH DISABILITIES.
- If a taxpayer received a certificate of error for any of their exemptions in 2020, they will need to reapply for 2021 exemptions and our office can facilitate this application.
- **First Installment 2021 Property Tax Bills**
- First installment 2021 property tax bills are available online at [www.cookcountytreasurer.com](http://www.cookcountytreasurer.com). The bills will be mailed the first week of February 2022, payable March 1, 2022. This first installment is 55% of the previous year's total tax bill. The second installment which has been due in late summer, reflects new tax rates, levies, assessments and any exemptions.
- **Permits**
- The deadline to submit permits was January 14. We processed 4,341 permits with a valuation of \$187,587,623 during tax year 2021. Any Assessed Value adjustments will be reflected on the 2<sup>nd</sup> installment tax bill.
- **Appeals**

- In order for the Board of Review to begin the 2021 appeals session for Wheeling Township, the County Assessor will need to complete his results and there is a considerable delay. At this point we do not know when Board of Review Appeal session will take place. Second installment tax bills will be late potentially causing a revenue problem for some taxing bodies.
- **Data**
- Phone calls 644; Office Visits 224; Exemptions 51
- As we begin a new tax year, 2022, and continue the appeal process for tax year 2021, our office will have an emphasis on in-person, Neighbor to Neighbor assistance while still offering phone service for those with a particular need.
- **A BRIEF WORD ABOUT WHO DOES WHAT**
- The Cook County Assessor is required by law to identify and assign fair market value to all properties in Cook County. The Cook County Assessor does NOT set taxes, mail bills or collect taxes. The Cook County Assessor is responsible for determining the value of property, which establishes assessed value.
- In Cook County Township Assessors do NOT assess but rather act as taxpayer advocates. Why does a taxpayer need an advocate?
- According to the Civic Federation report, which is available to you, Illinois has 8,923 taxing bodies, more than any other state in the nation.
- Wheeling Township has an assessed valuation of over 2 billion dollars and has more than 50 taxing bodies which tax our residents. The average property tax payer supports about 15 taxing bodies.
- In addition to the weight of these taxing bodies the taxpayer is impacted by the following agencies during tax season: Cook County Treasurer, Cook County Clerk, Cook County Assessor, Illinois Department of Revenue, and the State of Illinois. For appeals the taxpayer is impacted by: the Cook County Board of Review, the Illinois Property Tax Appeal Board, and the Circuit Court. This is a great deal of bureaucracy which the taxpayer needs to navigate in order to make sure they are paying only their fair share...it is the TAXPAYER MAZE.
- Enter the **Township Assessor** who INFORMS the taxpayer and provides understanding of the process; NAVIGATES the taxpayer thru channels necessary to solve problems; ADVOCATES for the taxpayer with agencies and key influencers; EMPOWERS the taxpayer to appeal and to manage their relationship with their taxing bodies.
- Finally, an offer to the Township Board. The Assessor's Office would be happy to give individual guided tours of what and how the office does our work. This orientation will last about 20-30 minutes or until your questions are answered.
- Why would you want this information? This information will help you inform your constituents about services available at the Township. This information will assist in making informed budget decisions.

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

- The Illinois Attorney General Open Meetings Act (OMA) and Freedom of Information Act (FIOA) training is available. All Board Members will need to complete the Open Meetings training. If possible, please complete the training by the next Board Meeting and send or bring your completion certificate.

- Medicare Open Enrollment started October 15, 2021, and ended December 7, 2021. The Township helped approximately 256 individuals during this time frame. Of the 256, 129 changed plans for a savings of \$106,651. The Township has five volunteers that helped these individuals, and we are very grateful for all that they do.
- The Adopt a Family program helped 269 families, including 690 children under 18 years old. The Arlington Heights Memorial Library donated 743 books for the families to take. We also provided 123 children with new winter coats. Accompanying the coats included hats, scarves, and gloves, donated by Arlington Countryside Church, Christian Church of Arlington Heights, and several talented private citizens.
- In the spirit of giving, the Home Delivered Meals clients received hand-made velvet pumpkins; a Hersey High School student made them in memory of her grandmother. The Food Pantry and Home Delivered Meals clients received hand-made placemats and holiday cards from another crafty donor.
- Our VIP (Visually Impaired Support Group) had their Holiday meeting via Zoom in December. A Hammered Dulcimer musician treated them to 25 minutes of music, and a Buffalo Grove music student also videoed himself playing the violin.
- After many issues and parts no longer being available, Transportation received a new bus 47 on January 14, 2022, and 28 minutes later, someone tapped the fender of the bus and tried to drive away. Damage was minor and possibly needs to be buffed out.
- Statistics for December 2021:
  - 1,374 rides – 581 non-medical, 793 medical
  - 1,127 meals delivered
  - 356 visits to the Food Pantry – 697 people fed

**NEW BUSINESS:**

**MOTION #5: 2022 - 23 HOLIDAY BUDGET CALENDAR APPROVAL**

Motion by Supervisor Penner, seconded by Trustee Murglin to approve the 2022-23 Budget Calendar.

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

**MOTION #6: IRS 2022 MILEAGE RATE CHANGE APPROVAL**

Motion by Supervisor Penner, seconded by Trustee Murglin to approve the IRS 2022 Mileage Rate Change.

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

**MOTION #7: AUDIT ENGAGEMENT LETTER APPROVAL**

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

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

**MOTION #8: PACE LOCAL AND MUNICIPAL PROGRAM AGREEMENT APPROVAL**

Motion by Supervisor Penner, seconded by Trustee Murglin to approve the Pace Local and Municipal Program Agreement.

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

**MOTION #9: APPROVAL OF NEW LEASE FOR COPIERS**

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the New Lease for Copiers.

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

**2022 AGENCY FUNDING DISCUSSION:**

Final reports and recommendations will be available next month.

**2022-23 BUDGET DISCUSSION:**

Next month will begin discussing 2022-2023 budget.

**MOTION #10: ADJOURNMENT**

Motion by Supervisor Penner to adjourn.

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

The meeting for Tuesday, January 25, 2022, was declared adjourned at 8:30 p.m. The next scheduled regular board meeting is set for Tuesday, February 22, 2022, at 8:00 p.m.

Joanna M. Gauza  
Wheeling Township Clerk