

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for June 23, 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 8:00 p.m.

ROLL CALL

Clerk Gauza called the roll and the following members were present: Supervisor 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 MAY 26, 2020

Motion by Trustee Schultz, seconded by Trustee Jochum, to approve the minutes of May 26, 2020 Regular Board Meeting.

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

AUDIT

MOTION #2: AUDIT FOR CEMETERY FUND

Motion by Trustee Schultz, seconded by Trustee Kozicki, to approve batch #062320 against the Cemetery Fund, in the amount of \$864.64 to be paid.

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

MOTION #3: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Schultz, seconded by Trustee Kozicki, to approve batch #5/28/20 and #6/23/20 against the Road Management Fund, in the amount of \$92,272.79 to be paid.

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

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Schultz, seconded by Trustee Kozicki, to approve batch #5/28/20, #6/11/20, and #6/23/20 against the Town Fund in the amount of \$255,675.53 to be paid.

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

CITIZENS TO BE HEARD

Ms. Halina Brzozowski and Mr. Ryszard Brzozowski who are residents of unincorporated Wheeling Township, expressed concern about major flooding that they recently experienced. They live in Mount Prospect (Forestview Subdivision) and have experienced flooding for the 28 years that they have lived there. On May 17, they received around 6 feet of water from flooding making it impossible to live there because there is no access to the street. The flooding was from the Des Plaines River. They were not offered a buyout, but other homes in the area were bought out in 2017. They spoke with FEMA to apply for buyout and are looking for an endorsement from the Township to support the buyout. Administrator Stapleton will follow up with the citizens after the meeting.

OFFICIALS' REPORT

ASSESSOR: Assessor Sadler reported:

- **COOK COUNTY ASSESSOR APPEALS**
- Wheeling Township was open May 14th through June 19th for appeals. This ran smoothly in part because of a new system with Cook County Assessor in which townships are allowed to enter appeals for constituents, which we did. This was especially helpful for those who don't have a computer or cannot use the internet during this unusual time of offices not being open to the public. They could call, email, or pick up a form with instructions in front of the building. Others followed the usual process of requesting comparables through email and we sent them comparables and instructions for an online appeal.
- **OFFICE STATUS**
- Full time employees returned June 1st and part-time employees returned on June 8th. Plans are in place for re-opening the office to the public.
- **2019 TAX BILLS**

- The Cook County Board has passed an ordinance to extend the payment deadline until October 1, 2020. This gives homeowners an additional 60 days to pay bills before a penalty is incurred. They are available on the website now and expected to be mailed July 1st.
- **STATISTICS**
- Phone calls: 918
- In person assistance (at door): 55
- Email comparables for appeal: 525
- Appeals entered for constituents: 213
- **TOTAL APPEALS: 713** (Close to average for non-triennial year)

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- The Assessor's Office was open for appeals. They did a great job handling numerous requests.
- Lee Street drainage improvements from-Kensington to Anita were completed and under the contract price.
- Lynndah and Aileen will attend SHIP training online at the end of July and the beginning of August. Administrator Stapleton will be learning more about Home Delivered Meals, and will be Aileen's back up while they are attending SHIP training.
- We are planning to open the Township to the public beginning on July 6th. We will continue to see people by appointments for General Assistance.
- Statistics for the month of May 2020:
 - 623 rides--106 dial-a-ride, 517 medical
 - 842 meals delivered
 - 521 visits to the Food Pantry – 1,448 people fed

NEW BUSINESS:

2019-20 Audit Discussion-Judy Walther:

Independent auditor Judy Walther of McClure Inserra, discussed the 2019-20 Audit Report. Wheeling Township received a clean opinion meaning the financials are consistent with Generally Accepted Accounting Principles (GAAP). Financial highlights indicate the Township's Net Position is about \$9 million under accrual basis. The financial position is stable. Total revenues are almost unchanged and salaries remain very flat. On February 29, 2020 there was a decrease of \$61,000 in the fund balances and this part of the planned reduction of fund balances. The decrease also reflects no tax levy increases for 3 years. The fiscal year end is February 29, 2020 and does not account for any COVID-19 impact.

MOTION #5: 2019-20 AUDIT APPROVAL

Motion by Supervisor Penner, seconded by Trustee Jochum to approve the 2019-20 Audit.

ROLL CALL VOTE: AYES: Penner, Jochum, Kozicki, O'Connell, Schultz

NAYS: None....Motion #5 Carried.

Nurse Position:

In reviewing the Township Nurse's statistics for the year 2019-2020, the number of homebound visits have been decreasing. Currently the nurse which is a part time position, was making 5 visits a month. With some of the Villages already having a nurse, it was decided that the cost savings of eliminating this position would allow for additional funding for other senior services.

MOTION #6: APPROVAL OF ELIMINATION OF TOWNSHIP NURSE POSITION

Motion by Supervisor Penner, seconded by Trustee O'Connell, to approve the Elimination of Township Nurse Position.

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

MOTION #7: APPROVAL OF SEVERENCE AGREEMENT FOR THE TOWNSHIP NURSE

Motion by Supervisor Penner, seconded by Trustee Jochum, to approve Severance Agreement for the Township Nurse.

ROLL CALL VOTE: AYES: Penner, Jochum, Kozicki, Schultz, O'Connell
NAYS: None....Motion #7 carried.

OLD BUSINESS: None

MOTION #8: ADJOURNMENT

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

VOICE CALL VOTE: All Ayes....Motion #8 Carried.

The meeting for Tuesday, June 23, 2020, was declared adjourned at 8:35 p.m. The next scheduled special board meeting is set for Tuesday, July 28, 2020, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk