

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for August 23, 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

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 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: 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 JULY 26, 2022

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve the minutes of July 26, 2022 Regular Board Meeting.

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

AUDIT

MOTION #2: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #7/29/22 and #8/23/22 against the Road Management Fund, in the amount of \$7,619.80 to be paid.

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

MOTION #3: AUDIT FOR CEMETERY FUND

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #08/23/22 against the Cemetery Fund, in the amount of \$9,410.79 to be paid.

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

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Kozicki, seconded by Trustee Murglin, to approve batch #7/29/22, #8/11/22, #8/19/22 and #8/23/22 against the Town Fund in the amount of \$255,554.35 to be paid.

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

CITIZENS TO BE HEARD

None.

OFFICIALS' REPORT

ASSESSOR: Assessor Jochum reported:

- TAX YEAR 2021: Exemptions have now been closed for tax year 2021, any further changes will require Certificates of Error.
- It is still our opinion that tax bills will be issued Nov/Dec.
- TAX YEAR 2022: As of this writing seven of the triennial townships have been assessed and are open for appeals. There are six remaining townships on the list and we remain second to last. I estimate that Wheeling Township assessments will be completed and we will open for appeal sometime between late September and early November.
- As a side note, if the 2021 tax bills are issued at the same time Wheeling Township is open for 2022 appeals, we will have a considerable manpower strain.
- ADDITIONAL BUSINESS: Thus far this tax year, we have reviewed and processed permits in excess of \$77,000,000, \$22,000,000 of which pertained to the Lexington Commons project in the Village of Wheeling.
- We have mailed approximately 400 letters to people who have newly purchased homes in the Township and we will send an additional 125 letters. This will cover newly bought homes to the end of May. We have received positive feedback especially from folks who are new homeowners and unfamiliar with the tax process, as well as people eligible for exemptions. In the next fiscal year, we will attempt to budget for full year activity.

- I will be presenting the property tax process during a seminar at the Arlington Heights Library on September 14. The Prospect Heights Library has also requested a similar meeting which we are in the process of scheduling.
- A group of township assessors in the Cook County Township Assessor Association are discussing the possibility of an intergovernmental agreement which will enable us to share staff as townships address peak periods. We are in the early stages of considering this idea and will keep you apprised if we move forward.
- MAJOR ISSUE: Due to a major senior related data error on the part of the Cook County Assessor’s Office throughout the county all township assessors were requested to review the county records and make corrections because the county does not have the manpower to complete the task. Wheeling Township is first or second in having the highest number of seniors of any township throughout the county. We had to research and correct over 400 properties which took 3 people 3 weeks to complete. You may recall we had a similar drain on our manpower early in the year caused by County Assessor error. Clearly these errors are beginning to have real budgetary impact.

		Q1	Q2	July	MTD Aug	YTD
Senior Exemptions		1853	669	160	83	2765
Home Owner Exemptions		198	127	41	37	403
Tax Bill		202	105	79	74	460
Assessed Value		153	515	55	51	774
Disability		86	63	15	16	180
Total	Cases	258	237	350	261	4582

ADMINISTRATOR’S REPORT: Administrator Stapleton reported:

- We have a new General Assistance Caseworker starting September 1, Alicia Williams. She is coming from the Center of Concern.
- I met with an architect regarding replacing the parking lot doors and the Arlington Heights Road doors. I will meet with another architect later this week.
- When Fox Valley came to inspect our heat sensors and smoke detectors, they said they would not inspect the heat sensors in the attic because they needed to walk on the rafters. I was told we need to put a catwalk in the attic. I am trying to hire someone to put some flooring on the rafters. I will talk with a structural engineer and general contractor this week about how to proceed.
- The Xerox copiers were installed today.
- LIHEAP closed May 31st. Wheeling Township had 882 approved applications. The average benefit was \$847.81 for a total of \$705,375.00.
- The Township received another FOIA asking for salaries and health insurance benefits information.

NEW BUSINESS:

Levy calendar for 2022 will need to be approved.

MOTION #5: 2022 LEVY CALENDAR APPROVAL

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the 2022 Levy Calendar.

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

MOTION #6: CFC CYBER LIABILITY INSURANCE- APPROVAL

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve CFC Cyber Liability Insurance.

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

OLD BUSINESS:

None

MOTION #7: ADJOURNMENT

Motion by Supervisor Penner seconded by Trustee Murglin to adjourn.

VOICE CALL VOTE: All Ayes....Motion #7 Carried.

The meeting for Tuesday, August 23, 2022, was declared adjourned at 8:25 p.m. The next scheduled regular board meeting is set for Tuesday, September 27, 2022, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk