

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for February 27, 2024 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 23, 2024

Motion by Trustee Kozicki, seconded by Trustee Hamilton, to approve the minutes of the January 23, 2024 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 #2/14/24 and #2/26/24 against the Cemetery Fund, in the amount of \$3,701.51 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 #1/30/24, #2/9/24, #2/14/24, #2/23/24 and #2/26/24 against the Road Management Fund, in the amount of \$125,143.86 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 #1/30/24, #2/9/24, #2/12/24 #2/15/24, #2/16/24, #2/23/24 and #2/27/24 against the Town Fund in the amount of \$431,262.47 to be paid.

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

CITIZENS TO BE HEARD:

Shannon Silverman - voters spoke for the referendum. Co-President of League of Women Voters for Arlington Heights, and Mt Prospect, and Buffalo Grove, she urged the Wheeling Township Board to honor the referendum passed by the people, even though some language was omitted in the referendum.

Terry Kopry – Asked to meet with someone about obtaining a Wheeling Township Road District building permit near Forest River.

Walter Pawlicki- supports Terry Kopry

Adam Repola- Asked if anyone would want to pay \$3,000 for fence permit because that is cost of survey to put up fence.

OFFICIALS' REPORT

ASSESSOR'S REPORT:

- Tax Year 2023
- Exemption season will begin March 4, 2024. The period will start **March 4 and exemptions are due April 5.**
- **Senior Postcard**
- Homeowners automatically receiving the Homeowner and Senior Exemptions are mailed a postcard, no action needed.
- **Persons with Disabilities Postcard**
- Homeowners automatically receiving the Persons with Disability Exemption are mailed a postcard- no action needed.

- **Blue Senior Freeze.**
- Mailed to homeowners who received the Senior Freeze during the normal filing period or through a Certificate of Error TY2022.
- **Exemptions Sent March 18 and Due April 19**
- **Gold Exemption Booklet**
- Mailed to households which True Roll determines may be ineligible for exemptions
- **Exemptions Sent March 25 and Due April 26**
- **Veterans with Disabilities**
- Mailed to homeowners who received the Veterans with Disabilities exemption during the normal filing period or through a Certificate of Error TY2022.
- **Veterans with Disabilities DV 2-11**
- Mailed to veterans who own 2-11 apartment building and affidavits are included.
- **Teal Exemption**
- Mailed to households that True Roll determines may be eligible for exemptions.
- **Purple Exemption**
- Mailed to all 2022 sales greater than \$1 and to properties that haven't received an exemption for two years or less (2022 and 2021).
- Exemptions are important and this is the exemptions season.
- **District 23 Referendum on March Ballot**
- The School District 23 tax referendum is transparent and tells every homeowner in Prospect Heights how much the proposed tax increase will be per \$100,000 of the market value of the home and it will be \$144 per \$100,000 of home market value. The referendum also is transparent by listing what the tax increase will fund
- **Staffing**
- We are currently searching for a part-time position to replace Barb Raisanen

CLERK'S REPORT:

- On February 1, I attended Clerks' Dinner Meeting hosted by Niles Township.
- On February 8, I did a Voter Registration drive and answered questions regarding elections at the Luther Village.

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- March's Board Meeting will be on Wednesday, March 20, 2024, at 8 pm.
- Administrator Stapleton had to replace the touch bar of the parking lot's south door. The bar stopped working and would not lock at the end of the day. We had to zip-tie the door at night.
- Administrator Stapleton will be meeting with Gordian regarding replacing the parking lot doors and adding handicapped access to the Supervisor's door and the Assessor's door.
- Food Pantry visits are up. Craig has been very busy with new registrations. In March, we will start redeterminations of current clients.
- Statistics for January 2024:
1,554 rides - 701 non-medical, 853 Medical

1,096 meals delivered
522 visits to the Food Pantry - 1,139 people fed

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

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

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

MOTION #8: APPROVAL OF HARPER BUSINESS SOLUTIONS - NEEDS ASSESSMENT

Motion by Supervisor Penner, seconded by Trustee Hamilton to approve the Harper Business Solutions- Needs Assessment for \$29,000.

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

MOTION #9: APPROVAL OF 2023-24 TRANSFER OF APPROPRIATIONS – TOWN, GENERAL ASSISTANCE AND ROAD

Motion by Supervisor Penner, seconded by Trustee Kozicki to approve the 2023-24 Transfer of Appropriations – Town, General Assistance and Road Fund.

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

2024-25 Preliminary Agency Funding Discussions- The final budget will be approved in April. The Mental Health Board made funding recommendations. Supervisor Penner recommended increasing Accession Health from last year by \$10,000 to \$110,000 this year to help with a substance abuse program. She recommended increasing Avenues of Independence from \$32,000 to \$35,000. Center of Concern asked for \$3000 for housing seniors and Supervisor recommends the funding. Another new request we should consider funding is Kan-Win. Kan-Win works to help victims of human trafficking in the Asian community. Wings and Harbour don't help many Wheeling Township Residents so there may be funding reallocated for other organizations that help Wheeling township residents.

2024-25 Budget Discussions- discussions will be next month. Looking at an aggregate 5% increase of salaries to reflect inflation.

MOTION #10: ADJOURNMENT

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

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

The meeting for Tuesday, February 27, 2024, was declared adjourned at 8:45 p.m. The next scheduled regular board meeting is set for Wednesday, March 20, 2024, at 8:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk