

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for September 30, 2025 was held in the Paula Ulreich Meeting Room, in the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Zeller Brauer called the meeting to order at 7:00 p.m.

ROLL CALL

Clerk Gauza called the roll and the following members were present, Supervisor Maria Zeller Brauer, Trustee John Geier, Trustee Lorri Grainawi, Trustee Austin Mejdrich, and Clerk Joanna Gauza.

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

Absent: Trustee Sheri Williams

PLEDGE OF ALLEGIANCE

Supervisor Zeller Brauer led those assembled in the Pledge of Allegiance.

CITIZENS TO BE HEARD

None

MOTION #1: APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING ON AUGUST 26, 2025

Motion by Trustee Mejdrich, seconded by Trustee Grainawi, to approve the minutes of August 26, 2025 Regular Board Meeting.

VOICE CALL VOTE: All Ayes.... Motion #1 Carried.

AUDIT

MOTION #2: AUDIT FOR TOWN FUND

Motion by Trustee Mejdrich, seconded by Trustee Grainawi, to approve batch #8/28/25, #9/10/25, #9/29/25 and #9/30/25 against the Town Fund in the amount of \$402,772.56 to be paid.

ROLL CALL VOTE: AYES: Mejdrich, Grainawi, Geier, Zeller Brauer
NAYS: None.... Motion #2 Carried.

MOTION #3: AUDIT FOR CEMETERY FUND

Motion by Trustee Grainawi, seconded by Trustee Geier, to approve batch #8/28/25, #9/10/25 and #9/30/25 against the Cemetery Fund, in the amount of \$4,151.03 to be paid.

ROLL CALL VOTE: AYES: Grainawi, Geier, Mejdrieh, Zeller Brauer
NAYS: None.... Motion #3 Carried.

MOTION #4: AUDIT FOR ROAD MANAGEMENT FUND

Motion by Trustee Grainawi, seconded by Trustee Mejdrieh, to approve batch #8/28/25, #9/10/25, #9/29/25, and # 9/30/25 against the Road Management Fund, in the amount of \$6,564.85 to be paid.

ROLL CALL VOTE: AYES: Grainawi, Mejdrieh, Geier, Zeller Brauer
NAYS: None.... Motion #4 Carried.

REPORTS

SUPERVISOR: Supervisor Zeller Brauer reported:

- Attended the ITAGAC (Illinois Township Association of General Assistance Caseworkers) Educational Workshop at Elk Grove Township on August 28.
- Provided a tour of the township to staff of Journey's: The Road Home and met to discuss the need for affordable housing and emergency shelters in our community on August 29.
- Met with the Mayor and Village Manger of Buffalo Grove with Trustee Williams on September 3.
- Met with State Representative Tracy Katz Muhl and gave a tour of the township on September 8.
- Met with township attorney to review and discuss updates to township policies and procedures.
- Introduced new Communications and Community Outreach Director Hombre Darby.
- Met with Mongolian Consul to address needs of community.

ASSESSOR: Assessor Jochum reported:

- TAX YEAR 2024
- Tax bills have still not been sent, there is no date certain.
- TAXYEAR 2025
- Wheeling Township has been open for Assessor appeals since August 18th, closing today September 30. This is the longest appeal period we have ever experienced, forty-five days in total.

- We held a successful outreach with a team from the Cook County Assessor office. This outreach was unique in that we were able to get assistance and resolution to a number of involved cases which we had been working for some time.
- Our office began the period with approximately 500 pre-files, we had over 2200 walk in cases as well as 340 email requests for appeals.
- Along with appeals we were able to resolve 200 certificates of error as well as a variety of characteristic and other problems.
- The average time per case is 20 minutes which translates into 847 manhours during this appeal period. Our Chief Deputy Julia Lipka and Deputy Kim Bless are full time employees supplemented by 3 part-timers with backgrounds in municipal government, management and accounting. In addition, we had a part time high schooler as well as Linda Hallett who has assisted with appeals for many years.
- During the appeal period I focused my efforts on answering phones and identifying comparables so that the rest of the staff could focus on customer contact. Wheeling Township is one of the Townships that encourages constituent contact in order to provide full service.
- NEW SERVICE
- During this Assessor appeal session, we have been taking pre-files for the Board of Review which we will work as soon as we are open with the Board of Review. This will allow us to get a head start on the appeal session which will likely be high volume but with only a thirty-day window compared to forty-five days.
- NEW COUNTY WIDE PROGRAM
- Cook County has established a homeowner relief fund which is available for application from September 29th thru October 10th.

MENTAL HEALTH BOARD: Trustee Grainawi reported:

- Conducted second Agency Hearings Meeting on September 10th
- In process of developing the 2026-27 levy request and budget
- Completed 90-day probation performance evaluation of MHB Manager

ADMINISTRATOR'S REPORT: Administrator Stapleton reported:

- We have hired the following:
 - Director of Communications and Outreach – Hombre Darby
 - Director of Social Services – Kathy Sabbini
 - Part-time Auxiliary Caseworker – Victoria Bran
 - Senior and & Disability Services Program Coordinator – Katie Ferguson
- Onboarding all new hires is going well.
- LIHEAP and Holiday Program sign-up begins tomorrow.
- SHIP begins on October 15, 2025.
- We now have the opportunity to accept online donations. It will be online in the coming week.
- The Newsletter will be distributed to homes by the end of next week.

- Stats for August 2025
 - 1,740 rides – 895 non-medical, 845 Medical, (Disabled 261 rides)
 - 906 - meals delivered
 - 525 - visits to the Food Pantry – 1,109 people, 285 Children, and 525 Seniors

NEW BUSINESS:

MOTION #5: APPROVAL OF NORTHFIELD TOWNSHIP SNOW AND ICE CONTROL AGREEMENT 2025-2028 FOR UNINCORPORATED ROADS

Motion by Trustee Grainawi, seconded by Trustee Geier to approve the Northfield Township Snow and Ice Control Agreement 2025-2028 for Unincorporated Roads.

ROLL CALL VOTE: AYES: Grainawi, Geier, Mejdrieh, Zeller Brauer
NAYS: None.... Motion #5 Carried.

MOTION #6: APPROVAL OF THE VILLAGE OF NOTHBROOK SNOW AND ICE CONTROL AGREEMENT 2025-2026 FOR UNINCORPORATED FOREST VIEW DRIVE, NOTHBROOK.

Motion by Trustee Geier, seconded by Trustee Mejdrieh to approve the Village of Northbrook Snow and Ice Control Agreement 2025-2026 for Unincorporated Forest View Drive, Northbrook.

ROLL CALL VOTE: AYES: Geier, Mejdrieh, Grainawi, Zeller Brauer
NAYS: None.... Motion #6 Carried.

MOTION #7: APPROVAL OF AB SANCHEZ, INC SNOW REMOVAL CONTRACT 2025-26 FOR TOWNSHIP'S PARKING LOT AND CEMETERY

Motion by Trustee Mejdrieh, seconded by Trustee Geier to approve the AB Sanchez, Inc. Snow Removal Contract 2025-26 for Township's Parking Lot and Cemetery.

ROLL CALL VOTE: AYES: Mejdrieh, Geier, Grainawi, Zeller Brauer
NAYS: None.... Motion #7 Carried.

DISCUSSION:

Submittable Software for Agency Funding Application and Tracking:

Keeps data on Wheeling Township Funding Applications which is much easier to review and use. The cost will be split between the Township and the Mental Health Board.

2025 Levy Discussions:

The Consumer Price Index ("CPI") is 2.9% and the Township can't go over increasing the tax levy by more than 2.9%. The estimated revenue for 2.9% is some \$67,000. The total

levy revenue is about \$2.4 million but the budget is \$3 million. We will have to use reserves. The property tax bills will be late so payment of this revenue to the Township may be later.

ANNOUNCEMENTS

- October 1, 2025 - Appointments for LIHEAP for Seniors and Disabled Begin
- October 8, 2025 - Wheeling Township Mental Health Board Meeting, 7 pm
- October 15, 2025 - Medicare Open Enrollment Begins – Appointments are now available
- October 24, 2025 - What's New with 2026 Medicare Plans? 10 am via Zoom
- October 27, 2025 - What's New with 2026 Medicare Plans? 10 am in person
- October 28, 2025 - Wheeling Township Regular Board Meeting 6 pm
- December 10, 2025 - Holiday Lights Tour 5 pm for registered riders

Discussion and Comments from Trustees:

3 agencies need to apply for grants at the next meeting.

Commander Bonnie Buscling: is a commander for Skokie Police District which has a very large Mongolian population. On October 29th there is a party at Mongolian Heritage Center where people can play chess and have other fun activities. The Commander wants to work with the township to help provide services to this population.

MOTION #8: ADJOURNMENT

Motion by Supervisor Zeller Brauer seconded by Trustee Mejdrich to adjourn.

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

The meeting for Tuesday, September 30, 2025, was declared adjourned at 7:55 p.m. The next scheduled regular board meeting is set for Tuesday, October 28, 2025, at 6:00 p.m.

Joanna M. Gauza
Wheeling Township Clerk