

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for April 12, 2011 was held in the Meeting Room, of the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Schroeder called the meeting to order at 7:00 p.m.

**ROLL CALL**

Clerk Ulreich called the roll and the following members were present: Supervisor Michael Schroeder, Trustee Michael Domrzalski, Trustee Ruth O'Connell, Trustee Kathy Penner, Trustee Joanne Schultz and Clerk Paula Ulreich.

Also in attendance: Wheeling Township Assessor Jerry Sadler, Wheeling Township Highway Commissioner Scott Saewert, Wheeling Township Collector Ken Jochum, Wheeling Township Attorney Nanci Rogers and Wheeling Township Director of Finance and Administration Josephine Stellato.

**PLEDGE OF ALLEGIANCE**

Supervisor Schroeder led those assembled in the Pledge of Allegiance.

**MOTION # 1: APPROVAL OF MEETING MINUTES – March 22, 2011**

Motion by Trustee Domrzalski, seconded by Trustee Schultz, to approve the minutes of March 22, 2011.

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

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

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #342 and 343, against the Town Fund, in the amount of \$44,216.45, to be paid.

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

**MOTION #3: AUDIT FOR ROAD AND BRIDGE FUND**

Motion by Schultz, seconded by Domrzalski, to approve Batch #217 and 218, against the Road and Bridge Fund, in the amount of \$331.69, to be paid.

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

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

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve batch #041211, against the Cemetery Fund, in the amount of \$250.00, to be paid.

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

**CITIZENS TO BE HEARD**

None.

**OFFICIALS' REPORTS**

**Assessor:** Assessor Sadler reported:

- Cook County Assessor Joe Berrios will open the Rolling Meadows branch of the Assessor's office soon. This location has been closed since April, 2009. This will help Wheeling Township taxpayer's. They will not have to go to Skokie to get their tax bill adjusted. It will also reduce our work load at tax time.
- The Cook County Board of Review is now open until May 10, 2011 for Wheeling Township taxpayer's. This will give them another chance to appeal their 2010 Assessment.
- Eighty five percent of Wheeling Township residents who appealed their 2010 assessment through our offices received a reduction. The normal rate in the past was 45-50 percent.
- On Wednesday April 27, 2011 at 7:00 pm at the Arlington Heights Library the Cook County Board of Review Commissioner, Dan Patlak and the Wheeling Township Assessor will hold an outreach seminar on how to Appeal your 2010 real estate assessment.

**Highway Department:** Highway Commissioner Saewert reported:

- The letting date for the Graylynn Drive and Gregory Street Drainage Restoration and Reconstruction Project has been changed to May 5.
- The Salk Road Drainage Restoration Project is scheduled to be completed this week.
- The Highway Department worked with Cook County Inspectors to review projects being done and permit violations in the unincorporated areas.
- There is one garage construction permit pending at 1715 E. Kensington Road in Mt. Prospect.
- There was \$347.29 in traffic tickets issued by the Cook County Sheriff.

**ADMINISTRATIVE REPORT**

Mrs. Stellato reported:

- Val Profit coordinated a Job Fair on March 25, 2011 at Schaumburg High School, where 800-1,000 job seekers from Wheeling, Palatine, and Schaumburg Townships attended. Unfortunately only 7 employers participated and job seekers were disappointed. Mrs. Profit attributed the poor employer turnout to the fact that it was Spring break week. Valerie spent quite a bit of time coordinating this fair and besides sharing in cost of her salary, Wheeling Township contributed just over \$200 to fund this event. At this time, our job seekers are waiting over two months for a one on one appointment with her. It will be my suggestion that for the near future she spend time with appointments rather than on Job Fairs.
- On Friday, April 1, 2011, Mrs. Stellato and Thelma Talamantes, the Wheeling Township Director of General Assistance were invited to Windsor School in Arlington Heights to accept a check for the Food Pantry. \$700 was raised from students participating in the Empty Bowl Project. This is the second year that our Food Pantry benefited from this project. Fifth graders made announcements, which are directed by students and broadcast live to classrooms. We were presented with the check and Thelma made an acceptance speech informing the students how the funds will be used. It was quite a production and I was duly impressed by the staff and students.
- The 2010-11 fiscal year is officially closed and we prepare for the audit to begin on April 27, 2011.

## **NEW BUSINESS**

### **PROSPECT HEIGHTS FIRE PROTECTION DISTRICT APPOINTMENT**

Supervisor Schroeder informed the board that the term of office for Mr. Shaun Clisham as Prospect Heights Fire Protection District Trustee expires on April 30, 2011. Mr. Clisham was appointed on April 21, 2009, to fill a vacancy upon the resignation of Mr. Robert Ahrends. A public notice for the position was then published. Mr. Clisham applied for this three year term, effective May 1, 2011. Fire Chief Donald Gould wrote a letter of recommendation on behalf of Mr. Clisham, describing his faithful service to the Fire Protection District.

Mr. Clisham addressed the board expressing his interest in the opening and expressed his privilege and honor to serve on the Fire District board. He feels it is his way of giving something back to his community.

The board felt Mr. Clisham's appointment would be appropriate.

**MOTION #5: PROSPECT HEIGHTS FIRE DISTRICT TRUSTEE APPROVAL**

Motion by Supervisor Schroeder, seconded by Trustee Schultz, to approve the appointment of Mr. Shaun Clisham, as trustee, to the Prospect Heights Fire District Board.

ROLL CALL VOTE: AYES: Schroeder, Schultz, Penner, Domrzalski, O'Connell  
NAYS: None....Motion #5 Carried.

**OLD BUSINESS**

**SAVE ASSESSMENT DISCUSSION**

Discussion continued regarding "The SAVE Assessment", which is a product from the Volunteer Center of Northwest Suburban Chicago (TVC). The purpose for discussion was to see if the use of "The SAVE Assessment" would outline the renovation process for our new food pantry. The thought at this time is to locate a space for the new facility in the lower level of the Township building.

Trustee O'Connell asked if we had an idea of the cost of this project. Supervisor Schroeder answered "not at this time" but he will be meeting with officials from the Village of Wheeling who are opening such a facility in their village for their specific costs to use as a guideline.

Administrator Stellato added that having a project manager "on site" for this project would be invaluable and TVC would provide us one at no cost. She described how helpful such a manager was on another project here at the township, and this project manager was paid.

The Chicago Food Depository would provide refrigerators and freezers free of charge. In return, we would be required to buy food from them at least twice a year. The cost for food is approximately 5C – 20c on the dollar. We would like to try to partner with Palatine Township, setting up an agreement to use their vehicle for food pick up. We would also inspect the food to be sure it is not outdated.

No formal action was taken at this time.

**BUDGET DISCUSSION**

Tentative budget discussions continued. Clerk Ulreich requested an additional \$1,200 for the purchase of a new computer. This is a one-time purchase and will be removed from the Clerk's budget in FY2012-13.

In Human Services, Supervisor Schroeder requested adding \$2,000 for the Volunteer Center, which has not yet been budgeted. We would then monitor the agency to see if they can bring volunteers to work at the Township.

Upon consensus of the board, these additional items would be added and taken from the Contingency line item, keeping the budget at the same level as last fiscal year.

**MOTION #6: TENTATIVE BUDGET – TOWN AND GENERAL ASSISTANCE**

Motion by Supervisor Schroeder, seconded by Trustee Penner, to approve the tentative budget for the Town Fund in the amount of \$2,611,090.00 and for General Assistance in the amount of \$647,700.00, for an aggregate amount of \$3,259,690 for FY2011-12.

ROLL CALL VOTE: AYES: Schroeder, Penner, Schultz, O’Connell, Domrzalski  
NAYS: None....Motion #6 Carried.

**MOTION #7: TENTATIVE BUDGET – ROAD DISTRICT**

Motion by Supervisor Schroeder, seconded by Trustee Penner, to approve the tentative budget for the Road District, for FY2011-12, in the amount of \$898,870.00.

ROLL CALL VOTE: AYES: Schroeder, Penner, Schultz, O’Connell, Domrzalski  
NAYS: None....Motion #7 Carried.

**MOTION #8: ADJOURNMENT**

Motion by Trustee Penner, seconded by Trustee O’Connell, to adjourn.

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

The meeting for Tuesday, April 12, 2011 was declared adjourned at 7:24 p.m. The next scheduled board meeting is set for Tuesday, May 24, 2011, at 8:00 p.m.

Paula L. Ulreich  
Wheeling Township Clerk

