

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for August 25, 2009, was held in the Community Room, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Schroeder called the meeting to order at 8:00 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, and Trustee JoAnne Schultz.

Also in attendance: Wheeling Township Highway Commissioner Scott Saewert, Wheeling Township Assessor Dan Patlak, Township Attorney Nanci Rogers and Wheeling Township Director of Administration and Finance Josephine Stellato.

PLEDGE OF ALLEGIANCE

Those assembled joined in saying the Pledge of Allegiance.

MOTION #1: APPROVAL OF MEETING – JULY 28, 2009

Motion by Trustee Penner, seconded by Trustee Schultz, to approve the minutes from the July 28, 2009 board meeting, as presented.

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

CITIZENS TO BE HEARD

None.

OFFICIALS' REPORTS

Assessor: Assessor Dan Patlak reported:

- Results are available for Wheeling Township appeals at the Cook County Board of Review. Out of 177 appeals submitted by the Wheeling Township Assessors Office, 174 received a reduction. The total value was \$818,468 in assessed value for an average assessment reduction of \$4,704.
- The Village of Wheeling has provided spreadsheets for 10 months of permits they had not previously submitted. Through use of the new AIMS database, the batched permits were able to be electronically downloaded resulting in many saved hours of data entry. Wheeling has been asked to submit future permits in this same format. They are checking with their IT staff. Other towns have been contacted to follow the same procedure as Wheeling. Cook County still requires the Township to have hard copies of permits.

- October 1 is the earliest estimated date for 2nd installment tax bills. The Township is reviewing ideas for handling increased traffic when tax bills arrive, which is anticipated due to the closing of the Rolling Meadows satellite office.

Highway Commissioner: Highway Commissioner Saewert reported:

- Traffic and street sign replacements are on hold.
- The Feehanville Drainage Channel Restoration and the Woodland Drive Road Resurfacing projects are completed.
- A pre-con meeting is scheduled for Thursday, August 27 for the Ellen Drive Resurfacing Project.
- Final engineering plans have been completed for the Hill Street Drainage Ditch Restoration and the Graylynn Drive Drainage Ditch and Road Reconstruction projects.
- Cook County Inspectors were met with to review projects and permit violations in the unincorporated areas.
- Work was done for receiving grant funds from DCEO/IDOT for road drainage and resurfacing projects.
- Two permits, one for a concrete driveway and one for a building addition are pending.
- No permit violations are pending.

ADMINISTRATIVE REPORT

Mrs. Stellato reported:

- The General Assistance Back-to-School program distribution took place August 14 and 21. Over 300 backpacks were distributed to children.
- Wheeling Township hosted a TRIP meeting August 20, 2009. Supervisor Schroeder, Kris Freeman and Josephine Stellato attended. This is done regularly to monitor grant spending. The next meeting is scheduled for October 22, 2009 at Palatine Township. Sid Mathias' office has advised that grants of \$250,000 each year are secure for both 2009 and 2010.
- The next Wheeling Township Newsletter mailing is scheduled for October 2, 2009. The deadline for articles and ideas is Monday, August 31, 2009.
- The General Assistance Catastrophic Insurance Partnership has been notified that Lloyds of London will renew the policy on September 1, 2009 with no increase in premium. Thirteen townships are members of the partnership and can choose between a \$25,000 deductible for a premium of \$2,500, or a \$20,000 deductible for \$2,750. Wheeling Township will again choose the \$20,000 deductible for \$2,750. MACI, the Township Officials of Illinois sponsored program, offers this size township one option - \$25,000 deductible for approximately \$4,700.
- Statistics for the month of July, 2009 are: 2,280 bus and medical van rides and 1,670 people served through the General Assistance Department.

NEW BUSINESS

AWARD BID CEMENT APRON REPLACEMENT

Mrs. Stellato reported that the public bid opening for the cement apron replacement was held on Friday, August 7, 2009. The bids were as follows:

Meridian, Lake Bluff, IL	\$8,000 (\$9,000 Weekend)
Continental Construction, Evanston, IL	\$11,800
Car-Min Construction, Waukegan, IL	\$12,940/13,470 Novo
MSC Concrete, Chicago, IL	\$13,299/13,599 Novo
Landmark, Huntley, IL	\$13,500/14,100 Novo
D'Land Construction, Bensenville, IL	\$15,500/17,500 Novo
ALamp Concrete, Schaumburg, IL	\$29,240

She further explained that all bids included the same quality of supplies. Staff would prefer having the work completed over the weekend because one of the entrances would have to be closed off during the replacement process. Having the entrance or exit closed during the week would cause great confusion and/or potential accidents with clients. The only problem may be with inspections of the work by the Village of Arlington Heights. This element will be clarified when the permit is picked up. Meridian can complete the work immediately.

MOTION #2: APPROVAL OF CEMENT APRON REPLACEMENT CONTRACT

Motion by Supervisor Schroeder, seconded by Trustee Penner, to accept the bid for the Wheeling Township Community Center's driveway cement apron replacement by Meridian, Lake Bluff, IL, in the amount of \$8,000 (weekdays) or \$9,000 (weekend).

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

APPROVAL OF NEW HIRES

The Board was given background on potential new employees and asked for approval for hiring.

Mrs. Stellato reported that the Township has advertised in the Daily Herald for the position vacated by General Assistance Caseworker Hilda Morales, who tendered her resignation effective August 14, 2009, to pursue a Masters Degree in Social Work. Over 100 responses were received, but the majority of applicants had salary requirements much higher than our range. Preliminary telephone interviews with a number of applicants were conducted. The applicants were then narrowed down to three and interviews took place with Supervisor Schroeder and Administer Stellato. Supervisor Schroeder felt that one applicant provided an excellent interview and today the position was offered to Cyndi Anderson of Mt. Prospect, with a starting date of Monday, August 31.

MOTION #3: CASEWORKER POSITION FOR GENERAL ASSISTANCE

Motion by, seconded by Trustee O'Connell, seconded by Trustee Schultz, to approve the hiring of Cyndi Anderson as a General Assistance caseworker, in the amount of \$33,500 per year.

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

The Township also advertised for part-time bus drivers to replace two retiring drivers. Wheeling Township Director of Senior/Disabilities Kris Freeman conducted preliminary in-person and telephone interviews and selected a few for Wheeling Township Administrator Jo Stellato to interview. With the consent of Supervisor Schroeder, Louis Brand of Arlington Heights and Duane Rakestraw of Mt. Prospect were hired at \$13.25 per hour. Both are expected to work one or two days per week and will fill in during the vacation season.

MOTION #4: PART TIME BUS DRIVERS

Motion by Supervisor Schroeder, seconded by Trustee Penner, to approve the hiring of Louis Brand and Duane Rakestraw as part time bus drivers, in the amount of \$13.25 per hour.

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

SIGN DESIGN

Mrs. Stellato displayed six sign design samples for the front of the building. The staff recommended #4 which reflected more of the building's design. The board concurred.

MOTION #5: SIGN DESIGN

Motion by Supervisor Schroeder, seconded by Trustee Penner, to accept design #4 concept for the front exterior of the Township building.

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

The next step is to now go out to bid for the construction and installation of the sign.

MOTION #6: AUDIT FOR TOWN FUND

Motion by Trustee Domrzalski, seconded by Trustee Schultz, to approve Batch #274 and 275, against the Town Fund, in the amount of \$201,218.63, to be paid.

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

MOTION #7: AUDIT FOR CEMETERY FUND

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #082509, against the Cemetery Fund, in the amount of \$3,539.63, to be paid.

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

MOTION #8: AUDIT FOR ROAD AND BRIDGE FUND

Motion by Trustee Domrzalski, seconded by Trustee Schultz, to approve Batch #175, against the Road and Bridge Fund, in the amount of \$92,575.94, to be paid.

ROLL CALL VOTE: AYES: Domrzalski, Schultz, Penner, O'Connell, Schroeder
NAYS: None...Motion #8 Carried.

MOTION #9: ADJOURNMENT

Motion by Trustee Domrzalski, seconded by Supervisor Schroeder, to adjourn.

VOICE CALL VOTE: All Ayes...Motion #9 Carried.

The regular meeting for Tuesday, August 25, 2009, was adjourned at 8:27 p.m. The next scheduled board meeting is set for Tuesday, September 22, 2009, at 8:00 p.m.

Paula L. Ulreich
Wheeling Township Clerk