

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township for December 15, 2009, was held in the Community Center Meeting Room of the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Schroeder called the meeting to order at 8:03 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 Dan Patlak, Wheeling Township Highway Commissioner Scott Saewert, 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.

TOWN AND GENERAL ASSISTANCE LEVY PUBLIC HEARING

Township Attorney Rogers opened the public hearing for the 2009 Town and General Assistance property tax levy. Ms. Rogers asked if anyone present would like to address the hearing. With no person desiring to appear and present testimony to the board, the levy was closed at 8:05 pm.

ROAD AND BRIDGE LEVY PUBLIC HEARING

Attorney Rogers opened the public hearing for the 2009 Road and Bridge property tax levy. Ms. Rogers asked if anyone present would like to address the hearing. With no person desiring to appear and present testimony to the board, the levy hearing was closed at 8:06 pm.

MOTION #1: APPROVAL OF MEETING MINUTES NOVEMBER 24, 2009

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve the minutes of November 24, 2009, as presented.

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

MOTION #2: AUDIT FOR CEMETERY FUND

Motion by Trustee Schultz, seconded by Trustee Penner, to approve Batch #121509, against the Cemetery Fund, in the amount of \$2,800.00, to be paid.

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

MOTION #3: AUDIT FOR ROAD AND BRIDGE FUND

Motion by Trustee Schultz, seconded by Trustee Penner, to approve Batch #182 and 183, against the Road and Bridge Fund, in the amount of \$780.43, to be paid.

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

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Schultz, seconded by Trustee Penner, to approve Batch #285, 286, 287 and 288, against the Town Fund, in the amount of \$77,782.96, to be paid.

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

CITIZENS TO BE HEARD

Mr. James Hoffman of 1811 Sitka Lane, Mt. Prospect, spoke to the board regarding the burial headstone of his wife in the Township Cemetery. He explained that he poured the footing for his wife's headstone himself because he didn't want it to be lopsided like some that were in the cemetery. Cemetery Trustee John Glueckert informed him that it was put in the wrong place and infringed on another lot. Mr. Hoffman stated he must have gotten mixed up but felt he was not well treated. Mrs. Stellato explained he was given options on how to handle the mistake and the matter has been resolved.

MOTION #5: EXECUTIVE SESSION

Motion by Supervisor Schroeder, seconded by Trustee Penner, to move to Executive Session for the purpose of discussing personnel salaries.

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

The Supervisor and Board of Trustees moved into Executive Session at 8:19 p.m. and reconvened at 8:34 p.m.

OFFICIALS REPORTS

Assessor: Assessor Dan Patlak reported:

- Final statistics for the period starting October 29, when first tax bills arrived, November 6, when first reassessment notices arrived, and ending December 8, when final assessment appeal applications could be filed at the Cook County Assessors Office, are as follows:
- 2,150 residents visited the Wheeling Township Assessor's Office between October 29 and December 8. During that same period 1,668 phone calls were answered and 524 exemptions that were not included on homeowner's tax bills were processed. 280 homeowners were assisted in filing their assessment appeals. This number represents appeals personally entered into the assessors on-line appeal system, or those hand carried by Wheeling Township personnel to the County Assessor's satellite office, which is not open to the public but receives appeals and delivers them downtown.
- Despite record setting traffic, constituents rarely waited more than fifteen minutes for service. The normal wait was usually less than five minutes.
- With the tax bill and reassessment rush over, the Township Assessors Office is concentrating on getting all 2009 permits reported to the County Assessor before the December 18 cut-off date.
- 2009 sales data will be processed after permit reporting to the County is completed.
- New Sidwell map pages will be delivered soon and staff will process them through February 1, when first half 2009 tax bills will be mailed by the County Treasurer.

Highway Commissioner: Highway Commissioner Scott Saewert reported:

- The Park Place, Salk Road and Darryl Drive Road Resurfacing Project is on hold until spring.
- The Salk Road Drainage Improvement Project was awarded and completed.
- The Portwine Road Drainage Improvement Project was awarded.
- Further revisions to engineering plans on the Graylynn Drive and Hill Street Drainage Restoration and Road Reconstruction Project are being completed by the engineer.
- Engineering plans are being reviewed by the Cook County Highway Department for the Portwine Road and Forest View Road Drainage Ditch Restoration and Road Reconstruction Project.
- A snow plowing contract with the Village of Northbrook has been completed.
- Work was done with the Cook County Inspectors to review projects and permit violations in the unincorporated areas.
- Procedures were followed for receiving grant funds from DCEO/IDOT for road drainage and resurfacing projects.
- The City of Des Plaines was met with to review engineering plans for the Graylynn Drive and Hill Street Drainage Restoration and Road Reconstruction Project.
- The Buffalo Creek Subwatershed Workshop in Wheeling was attended.
- Two permits, one for a concrete driveway and one for a building addition are pending.

- No permit violations are pending.
- No revenues were received.

Clerk: Clerk Paula Ulreich reported:

- The Gubernatorial Election will be held on Tuesday, February 2, 2010.
- Regular voter registration closed on January 5, 2010 but a new state law extends the “grace period” so a new voter may now register to vote and cast his/her ballot in the Primary at the same time. This three week program runs from January 6-26, 2010. It is available at the main Clerk’s Office, 69 W. Washington, Chicago, and the five suburban court houses.
- Absentee ballots are now available. You may pick one up at the Clerk’s Office, call and have one sent to your home or print one up from the Cook County Clerk’s website.
- Early voting will be held here at Wheeling Township from January 11-26, 2010. The hours are Monday – Saturday 9-5 and Sunday 9-3.
- If anyone is interested in becoming an election judge please call your Republican or Democratic committeemen or Cook County.

ADMINISTRATIVE REPORT

Mrs. Stellato reported:

- Wheeling Township received a letter of thanks from Alberto Minzer of Salvation Army for the use of a meeting room to conduct their Strongest Link program. Six couples from Wheeling Township completed the 10-hour curriculum focusing on improving communication skills, insight into family problem solving, development of parenting skills and strengthening the family dynamic.
- Ron Jordon, CEDA Northwest Executive Director, sent a check in the amount of \$6,661.58 which returns Wheeling Township’s funding carry-over for the FY 2009 Head Start Program. Although trying to cut costs for the Head Start Program, CEDA is encountering an increased volume of requests for day care and emergency housing and funding is difficult. CEDA thanked the Wheeling Township Board for its past support.
- Workmasters Inc. has started the sign installation project. The initial charge of \$500 for an in-house review of the plans and possibly \$2,000 for a permit were waived after several requests to the Village of Arlington Heights from Supervisor Schroeder and Administrator Stellato.
- A workload increase in the Wheeling Township Assessor’s Office due to the closing of the Rolling Meadows office has caused an increase in bandwidth usage. This has caused the Township computer system to run slowly. Providers XO, Comcast and AOL are being consulted to increase bandwidth in the most cost effective manner.
- The Wish Tree Program and the Christmas Store accommodated all families on the Adopt a Family waiting list. Willow Creek Church donated over 100 new coats

and Township Food Pantry volunteers assembled special food bags that were distributed to these families. Each family member also received a \$25 Target gift card purchased with donated funds.

- Statistics for the month of November 2009 were as follows: 2,068 bus and medical van rides; 57 in-office to and 34 home visits by the nurse; 1,338 meals delivered; 7 job seekers placed in employment; 227 visits to the Food Pantry; 385 families applied for the Adopt a Family Program; approximately 400 families received Thanksgiving baskets.

NEW BUSINESS

APPROVAL OF 2010 MEETING DATES

Clerk Ulreich reviewed the tentative meeting dates for calendar year 2010. The Board accepted the dates as presented, with a change in the December meeting. The meetings will be held as follows:

Tuesday, January 26, 2010
Tuesday, February 23, 2010
Tuesday, March 23, 2010
Tuesday, April 27, 2010
Tuesday, May 25, 2010
Tuesday, June 22, 2010
Tuesday, July 27, 2010
Tuesday, August 24, 2010
Tuesday, September 28, 2010
Tuesday, October 26, 2010
Tuesday, November 23, 2010
Tuesday, December 14, 2010

All meetings are held at Wheeling Township, commencing at 8:00 p.m.

OLD BUSINESS

FOIA – DESIGNATE OFFICERS AND APPROVE ORDINANCE

Supervisor Schroeder explained that the board must pass an ordinance outlining the new Freedom of Information Act regulations as passed by the General Assembly which takes effect on January 1, 2010. He recommended the Township Clerk and Directory of Seniors/Disabilities Services are FOIA directors. Highway Commissioner Saewert recommended the Administrator and Clerk as directors for the Highway Department.

MOTION #6: ORDINANCE 2009-04 FOIA

Motion by Supervisor Schroeder, seconded by Trustee Schultz, to adopt Ordinance 2009-04, An Ordinance Adopting a New Township Policy for the Release of Public Records, designating the Township Clerk, the Director of Seniors/Disability Services and Administrator as FOIA directors.

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

LEVY DISCUSSION

The Supervisor and Board held their final discussion regarding the Town, General Assistance and Road and Bridge levies before adoption.

Highway Commissioner Saewert requested keeping the Road and Bridge levy the same as last year. Supervisor Schroeder and Trustee O'Connell were concerned that would leave the Road District with less than one year of expenditures in reserve. Commissioner Saewert indicated he planned on using grant money for some projects.

Attorney Rogers explained the levy extension process, including the 3% loss and cost rate that can be collected and how Cook County calculates how much the Township receives based on our EAV. Commissioner Saewert asked what the loss and cost factor has been historically. Attorney Rogers answered that the Board can't pick a rate but can choose a dollar amount, therefore it is never the same.

The board accepted the proposed Town and General Assistance levy as presented and discussed at prior meetings.

MOTION #7: TOWN FUND LEVY

Motion by Supervisor Schroeder, seconded by Trustee Domrzalski, to adopt Ordinance 2009-05, Annual Single Township Tax Wheeling Township, Tax Levy Ordinance 2009, for the Town Fund, in the amount of \$2,370,338.00 and General Assistance, in the amount of \$529,134.00, for an aggregate amount of \$2,899,472.00.

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

The board reviewed the Road District levy discussion from the November board meeting. Supervisor Schroeder reminded Commissioner Saewert that if there were excess funds, they could be earmarked for senior transportation. Commissioner Saewert said the Road District grant money is guaranteed. Supervisor Schroeder reported that other grants have been promised but no funding has arrived, as in the case of the permanent site for the dental clinic, therefore he is worried that the Road District could run short.

Commissioner Saewert requested the board levy \$705,512 for the Road District Levy. Supervisor Schroeder suggested Commissioner Saewert go with the extension and

designate the \$20,000 to Senior Transportation. Commissioner Saewert would prefer not to do that. Trustee O'Connell pointed out that the Town Fund didn't go with the extension because there are enough funds in reserve but the Road District is spending more money than they are taking in so some projects may not get completed if the original levy isn't accepted. Commissioner Saewert stated that in eight years he has never gone over his budget so there is no risk. Supervisor Schroeder would feel more comfortable if the Road District had closer to two years of funding in reserve. Commissioner Saewert would want them closer to one year but will go along with the board recommendation and revisit the levy next year.

MOTION #9: ROAD DISTRICT LEVY

Motion by Supervisor Schroeder, seconded by Trustee O'Connell, to adopt Ordinance 2009-7, Annual Single Wheeling Township Road District, Tax Levy Ordinance 2009, in the amount of \$748,528.00.

ROLL CALL VOTE: AYES: Schroeder, O'Connell, Domrzalski, Penner, Schultz
NAYS: None...Motion #9 Carried.

BUS BID APPROVAL

Mrs. Stellato reported that the new Township Senior/Disability bus was ordered, per verbal approval by board members but asked for formal approval.

MOTION #10: BUS BID APPROVAL

Motion by Supervisor Schroeder, seconded by Trustee Penner, to adopt Ordinance 2009-10 to approve the purchase of an Eldorado, 18 passenger bus from Midwest Transit, in the amount of \$41,065.

ROLL CALL VOTE: AYES: Schroeder, Penner, Schultz, O'Connell, Domrzalski
NAYS: None...Motion #10 Carried.

MOTION #11: ADJOURNMENT

Motion by Trustee Schultz, seconded by Trustee Penner, to adjourn.

VOICE CALL VOTE: All Ayes...Motion #11 Carried.

The regular meeting for Tuesday, December 15, 2009, was adjourned at 10:39 p.m. The next scheduled board meeting will be on Tuesday, January 26, 2010, at 8:00 p.m.

Paula L. Ulreich
Wheeling Township Clerk