

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for July 22, 2008, was held in the Community 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 and Trustee Joanne Schultz.

Also in attendance: Wheeling Township Assessor Dan Patlak, Wheeling 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 – JUNE 24, 2008**

Motion by Trustee O'Connell, seconded by Trustee Penner, to approve the minutes from the June 24, 2008 board meeting, as presented.

ROLL CALL VOTE: AYES: O'Connell, Penner, Schroeder

NAYS: None

ABSTAIN: Domrzalski, Schultz...Motion #1 Carried.

**CITIZENS TO BE HEARD**

None.

**OFFICIALS' REPORTS**

**Assessor:** Assessor Dan Patlak reported:

- Results from the Board of Review have been mailed, certified and are available on the Internet. The majority of appeal results from those homeowners we have assisted who contacted our office have been very positive. We are seeing very good reductions on assessed values by the Board of Review.
- The Long-Time Occupancy applications continue to be processed by the Cook County Assessor's Office. Over 100 applications have been forwarded to the County by the Township since the mailing in late June. Eligibility for the Long-

Time Occupancy applications was established using data made available by the County's AS400 database.

- Latest updates were uploaded for the Township's AIMS system from the Cook County Assessor's Office. This is a major time and cost saving system compared to the previous Tiny Term database.

**Highway Commissioner:** Highway Commissioner Saewert submitted his written report as follows:

- The traffic and street signs replacement project is on hold.
- Work has begun on the Brookfield Avenue repaving project. Corner curbs are completed, shoulder work is in progress and resurfacing is scheduled for the end of July.
- Resurfacing on Dunlo Avenue and Old Buffalo Grove Road is scheduled to start July 24.
- Cook County Inspectors were met with to review projects in the Forest River Subdivision.
- Meetings with the Cook County Highway Department and the Highway Commissioners were attended.
- The Highway Commissioner represented Wheeling Township in the Prospect Heights Fourth of July Parade.
- One permit was completed and one is pending.
- One grass height violation letter was sent.
- Total revenue was \$975.00 for permits.

**Clerk:** Clerk Ulreich reported that the used furniture bid opening will be held later in the meeting. Following the bid opening, the building's lower level will receive a reconfiguration of storage areas.

### **ADMINISTRATIVE REPORT**

Mrs. Stellato reported:

- The public bid opening for the Wheeling Township parking lot resurfacing took place on Monday, June 30, 2008. The lowest bid was from Chicagoland paving Contractors, Inc., in the amount of \$47,900.00. To continue the resurfacing process, permit forms were obtained from the Village of Arlington Heights, and from advise from our legal counsel, Art Olson has been hired, for not more than \$800, to oversee the project.
- There have been problems with the exterior door key system in the back of the building. The estimated cost for fixing them may be up to \$2,000.

**NEW BUSINESS**

**GENERAL INSURANCE**

Mr. Bill Bradish, from Bradish Insurance Company, presented the Renewal Premium for Wheeling Township, which included:

Selective Insurance Company

- Property and Liability Package \$ 11,300
- Umbrella - \$10,000,000 limit \$ 17,016
- Public Officials Liability \$ 15,284
- Difference in Conditions (DIC)
  - Earthquake & Flood \$ 1,000

Hanover Insurance Company

- Employee Dishonesty Bond
  - \$1,000,000 Limit \$ 1,578

\* Three (3) year policy term (2007 to 2010) with annual billing of \$1,578 per year

Essex Insurance Company

- Registered Nurse Medical Professional \$ 3,858

Progressive Insurance Company

- Commercial Automobile \$ 27,686 (Estimated)
- Insurance Placing Fee \$ 1,000

<b>Total</b>	<b>\$ 78,722</b>
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Mr. Bradish explained that he negotiated the selected renewal premium for Wheeling Township which is at a savings from last year.

The “Commercial Automobile” insurance is only an estimate because this premium does not come due until October. He is hopeful it will remain the same because Wheeling Township has been pro-active with automobile losses.

There is a separate medical policy for the nurse but Mr. Bradish advised that the Township also be covered.

**MOTION #2: INSURANCE PREMIUM RENEWAL**

Motion by Trustee Domrzalski, seconded by Trustee O’Connell, to approve the proposed insurance policy as presented, in the amount of \$78,722.

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

**BID OPENING-UNUSED FURNITURE AND EQUIPMENT**

Clerk Ulreich read the legal notice for the sale of Township personal property with the bid opening to be held at the July 22, 2008 regular board meeting.

Three bids were received with all accepted as the high bids. Payment and pickup must be made by July 23, 2008 at 8:30 p.m. The sale of property included:

- 1 slide projector
- 1 B640 fax phone
- 23 piece Lucent telephone system
- 1 Alcatel Postage machine
- 4 large outside wall lights

The three oak book cases were kept for basement storage. All other items will be recycled or disposed of.

**MOTION #3: SALE OF TOWNSHIP PERSONAL PROPERTY**

Motion by Trustee Schultz, seconded by Trustee Penner, to accept the highest bids for the sale of the Township's outdated personal property.

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

**IRS MILEAGE INCREASE APPROVAL**

The Internal Revenue increased the optional standard mileage rates for the last six months of 2008 to 58.5 cents a mile for all business miles. This is an increase of eight cents from the 50.5 cent rate in effect for the first six months of 2008. In recognition of recent gasoline price increases, the IRS made this special adjustment for the final months of 2008. It normally updates the mileage rates once a year in the fall for the next calendar year.

The board felt the increase was reasonable.

**MOTION #4: MILEAGE INCREASE**

Motion by Supervisor Schroeder, seconded by Trustee Domrzalski, to adopt the IRS mileage rate increase of 58.5 cents a mile for all business miles driven from July 1, 2008 through December 31, 2008.

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

**PARKING LOT RESURFACING**

A public bid opening for the Wheeling Township parking lot resurfacing took place on Monday, June 30, 2008 at 10:00 a.m. Eleven sealed bids were received and opened. The lowest bid was from Chicagoland Paving Contractors, Inc., in the amount of \$47,900.00.

Chicagoland Paving Contractors was contacted and indicated that the project could be completed in 3-5 days, which will include total tear off and addition of more gravel. The work would not disrupt Township business. The Township is responsible for procuring the permit and supplying the needed drawings for the lot, including stripping. Art Olson, the Highway Department Engineer, will be hired to provide the drawings and oversee the project, for a cost not to exceed \$800.

**MOTION #5: PARKING LOT RESURFACING**

Motion by Trustee Schultz, seconded by Supervisor Schroeder, to accept the lowest bid, Chicagoland Paving Contractors, Inc., for the resurfacing of the Township parking lot, in the amount of \$47,900.

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

**MOTION #6: PARKING LOT RESURFACING ENGINEER**

Motion by Trustee Domrzalski, seconded by Trustee Penner, to hire Art Olson to oversee the resurfacing of the parking lot and be on site during the actual repaving process.

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

**OLD BUSINESS****ELECTED OFFICIALS' SALARIES DISCUSSION**

Continuation of discussion of Officials salaries began. As a reminder, this board must pass salaries for the next term and the deadline to set them is November 19, 2008. If salaries are not set by November 19<sup>th</sup>, they will remain the same.

Trustee O'Connell recommended that the supervisor's position be the only one to receive a raise because of the added responsibilities. Assessor Patlak felt the assessor's salary is sufficient for upcoming years.

**MOTION #7: ELECTED OFFICIALS SALARIES**

Motion by Trustee O'Connell, seconded by Trustee Penner, to give the supervisor a cost of living raise for the first and third terms of office, and no increases for the rest of the board.

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

**MOTION #8: AUDIT FOR ROAD AND BRIDGE FUND**

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #146 and 147, against the Road and Bridge Fund, in the amount of \$22,957.79 to be paid.

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

**MOTION #9: AUDIT FOR CEMETERY FUND**

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #072208, against the Cemetery Fund, in the amount of \$1,150.00, to be paid.

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

**MOTION #10: AUDIT FOR TOWN FUND**

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #227 and 228, against the Town Fund, in the amount of \$170,307.66, to be paid.

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

**MOTION #11: ADJOURNMENT**

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

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

The regular meeting for Tuesday, July 22, 2008, was adjourned at 8:27 p.m. The next scheduled board meeting will be on Tuesday, August 26, 2008, at 8:00 p.m.

Paula L. Ulreich  
Wheeling Township Clerk