

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for June 23, 2009, 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 8:00 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 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 – MAY 26, 2009

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve the minutes from the May 26, 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:

- The Cook County Board of Review closed for appeals from Wheeling Township on May 28. Results of those appeals are not expected to arrive in the mail until July or August. Property owners who did appeal to the Board of Review may appeal further to the State of Illinois Property Tax Appeal Board (PTAB) within 30 days of the date on the determination letter sent by the Board of Review.
- The Cook County Assessor has announced that assessments for all suburban residential property will be "adjusted" down for the 2009 property taxes (to be paid in 2010). Each owner can expect to receive an adjustment notice in the mail this year. When assessment notices are mailed the appeal deadline date usually appears at the bottom of the notice. This will be the first opportunity for

property owners to appeal 2009 property taxes, and appeals will be made to the Cook County Assessor. A large increase in business at the Township Assessor's office is expected due to the closing of the Rolling Meadows office.

- On Thursday, June 18, a representative of the County Assessor visited the Township office to provide updated information on operation of the Assessor's AS400 database. This database allows staff to access information on assessments, exemptions and certificates of error. The mini-seminar was about two hours long, with deputy assessors from Elk Grove and Palatine townships also in attendance.
- Assistant Assessor Mary Sebastian completed 90 hours of advanced assessment coursework and testing which qualifies her to become a Certified Illinois Assessing Officer (CIAO). Mary joins Jane Bernard as well as two part-time employees in earning the CIAO designation.

Highway Commissioner: In the absence of Highway Commissioner Saewert, his written report was submitted as follows:

- Traffic and street sign replacements are on hold.
- The Woodland Drive Drainage Ditch Restoration Project is completed.
- Woodland Drive road resurfacing will start now that the drainage project is finished.
- The Feehanville Drainage Channel Restoration Project is about 80% completed.
- Hill Street Drainage Ditch Restoration engineering plans are being reviewed for possible changes.
- Cook County Inspectors were met with to review projects being done and permit violations in the unincorporated areas.
- Tom Baniewicz of the Cook County Highway Department was met with to request verification and breakdown of actual unincorporated mileage in the Township. Mr. Baniewicz promised to deliver the information within a few weeks.
- Four permits, one for new construction and three for fence construction are completed.
- One permit for a concrete driveway is pending.
- No permit violations are pending.
- \$105.00 in permit revenue was collected.

ADMINISTRATIVE REPORT

Mrs. Stellato reported:

- Bradish & Associates has stated that the premium for the four-year bond for the Supervisor has risen substantially. The cost is approximately \$22,000 for the bond and billing will be \$5,500 annually. Bradish & Associates has sought other quotes, however; this quote is from the previous provider and is the least expensive of quotes received. The policy and invoice will arrive shortly. A four-

year bond was purchased in 2005 for a total of \$5,200. Bill Bradish stated that the carrier made an error in invoicing and it should have been considerably higher. Because it was their error and the policy has expired, they are not asking for reimbursement.

- Effective August 1, 2009, the Lutheran Home is increasing the cost of meals for the Meals on Wheels program by 5%. The hot meal rate will be \$5.50 and the cold meal rate will be \$3.65. A survey was done by clients and there is a high level of satisfaction rating for the meals. The majority of clients are able to pay for their meals, but on occasion, Wheeling Township subsidizes those that cannot afford the cost. Last year Wheeling Township subsidized \$1,849.95 for those Meals on Wheels clients.
- Three Certificates of Deposit totaling approximately \$860,000 are maturing at Village Bank & Trust, a Wintrust bank. They are currently earning 2.25% but the renewal rate is 1.25%. 2% can be earned by switching to a new product called MAX SAFE. This product takes advantage of the \$250,000 FDIC coverage by distributing the CD's in increments of \$250,000 to the various banks in the Wintrust family. Due to current economic conditions, this is the best rate available, while still securing the protection outlined in the Township's Investment Policy. Supervisor Schroeder, Trustee O'Connell and Administrator Stellato are in the process of completing the necessary paperwork to switch to this new product.
- Statistics for the month of May, 2009 are: 2,226 bus and medical van rides; 1,320 Meals on Wheels delivered; 201 visits to the Food Pantry; 568 appointments with the GA Department; 33 Access to Care and 35 Mobile Dental Clinic applications processed.

NEW BUSINESS

2008-09 AUDIT DRAFT REVIEW

Mr. Joe Vlack, Certified Public Accountant, representing McClure, Inserra & Company, Chartered, was present to explain and answer questions regarding the independent audit, working draft, of the Wheeling Township Financial Statements, year ending February 18, 2009. He began by explaining that the audit was conducted in accordance with auditing standards generally accepted in the United States. He highlighted net assets, revenues and expenses, capital assets, cash balances and liabilities. From there, Mr. Black reviewed what happened last year, and reported that we have 1½ years of fund balances.

PREVAILING WAGE ORDINANCE

According to the State of Illinois Prevailing Wage Act, Wheeling Township is required to pass a Prevailing Wage Ordinance every June for the Town Fund, which defines the rate of wages for laborers, mechanics and other workers in Wheeling Township who perform construction of public works for the township.

MOTION #2: PREVAILING WAGE ORDINANCE ADOPTION

Motion by Supervisor Schroeder, seconded by Trustee Penner, to adopt Ordinance 2009-03, An Ordinance Adopting Prevailing Wage Standards.

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

PURCHASE LEASED PACE VEHICLE

Mrs. Stellato outlined the "Intergovernmental Agreement for the Sale of Used Vehicles" from PACE. She explained that the Township is interested in purchasing Vehicle 1743 from PACE, for the sum of \$1.00. Upon receiving ownership, the Township will be responsible for all maintenance costs, as indicated in the agreement.

The Board felt this was an acceptable request.

MOTION #3: PURCHASE OF PACE VEHICLE 1743

Motion by Trustee Penner, seconded by Trustee Domrzalski, for the purchase of Vehicle 1743 from PACE, in the amount of \$1, per the Intergovernmental Agreement for Sale of used Vehicles.

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

SENIOR ADVISORY RECOMMENDATIONS

Mrs. Stellato reported that the Wheeling Township Senior Advisory Board has made recommendations to the board regarding ways to better serve older adults. Their "Wish List" included:

- "Creating Walkable Communities" by adding benches; traffic signals that give remaining seconds to cross the street; and discouraging brick sidewalks.
- "Creating Safe Communities" by asking building departments within the Township to make recommendations for Aging in Place when issuing building permits; educating residents about the availability of Knox Boxes; trash pick up at the door; newspaper delivery at the door; and encourage diagonal parking spaces.
- "Encouraging Affordable Communities" by providing tax breaks for seniors who volunteer in schools.
- "Continuing and Promoting Services" by the township nurse (increase visits); continue and increase township bus transportation; and continue and encourage increased attendance in the AARP Safe Driving Program.

Discussion followed. Trustee Schultz recommended putting benches on our walkway and to send letters to our community leaders about the recommendation. Supervisor Schroeder volunteered to go to their next meeting to discuss why the township could become involved.

MOTION #4: AUDIT FOR TOWN FUND

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #268, 269 and 270, against the Town Fund, in the amount of \$212,723.36, to be paid.

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

NAYS: None...Motion #4 Carried.

MOTION #5: AUDIT FOR CEMETERY FUND

Motion by Trustee Domrzalski, seconded by Supervisor Schroeder, to approve Batch #62309 against the Cemetery Fund, in the amount of \$8000, to be paid.

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

NAYS: None...Motion #5 Carried.

MOTION #6: AUDIT FOR ROAD AND BRIDGE FUND

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #170 and 171, against the Road and Bridge Fund, in the amount of \$29,181.44, to be paid.

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

NAYS: None...Motion #6 Carried.

MOTION #7: ADJOURNMENT

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

VOICE CALL VOTE: All Ayes...Motion #7 Carried.

The regular meeting for Tuesday, June 23, 2009, was adjourned at 8:29 p.m. The next scheduled board meeting will be on Tuesday, July 28, 2009, at 8:00 p.m.

Paula L. Ulreich
Wheeling Township Clerk

