

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for March 25, 2008, was held in the Community Room, of the Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Michael 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 and Trustee Kathy Penner.

Absent: Trustee Joanne Schultz.

Also in attendance: Wheeling Township Highway Commissioner Scott Saewert, Wheeling Township Assessor Dan Patlak, Wheeling Township Attorney Ken Florey, Wheeling Township Director of Administration and Finance Josephine Stellato, Wheeling Township Director of Senior and Disability Services Sue Burlini and Wheeling Township Assistant Director of Senior and Disability Services Chris Guth.

**PLEDGE OF ALLEGIANCE**

Those assembled joined in saying the Pledge of Allegiance.

**MOTION #1: APPROVAL OF MEETING – FEBRUARY 27, 2007**

Motion by Supervisor Schroeder, seconded by Trustee Domrzalski, to approve the minutes from the February 26, 2008 board meeting, as amended.

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

**CITIZENS TO BE HEARD**

None.

**OFFICIALS’ REPORTS**

**Assessor:** Assessor Dan Patlak reported:

- Senior Freeze Exemption applications arrived in the mail in late February resulting in an increase in visits and calls to the Assessor’s office. The County extended the deadline for exemption applications to April 28.
- The Board of Review opened for appeals from Wheeling property owners March 17 and will stay open until May 2. The Township Assessor’s office will be open

Thursday evenings by appointment during April for taxpayers needing help filing appeals. An assessment appeal seminar is scheduled for March 26 to advise residents on how to file an appeal.

- The Township Assessor's staff computed results of last year's appeals sent to the Cook County Assessor's office, and out of 657 complaints filed, 234 or 36% received a reduction. Average reduction in assessed value for successful appeals was \$2,739. Total reductions amounted to \$640,927 in assessed value. No statistics are available for residents who were assisted but filed their own complaints.

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

- Amount for road damage by Red Seal Development on Woodland Drive was negotiated and paid for, and the project is closed.
- Upon completion of utility disconnection, demolition will proceed on 209 Graylynn.
- Drainage improvements on the east side of Woodland Drive will start March 31.
- Cook County Inspectors were met with to review projects being done in the Forest River subdivision.
- FEMA reimbursed the Township \$19,805.12 for damage sustained by the Road District during the August 2007 flood.
- The Highway Commissioner attended both the Des Plaines River Feasibility Study (Phase II) Plan Formulation and NWMC Upper Des Plaines River/Tributaries Advisory Committee meetings.
- Road icing problems on Portwine Road required the road to be closed overnight until the drainage grate could be located and cleared of snow.
- Plans for 2008-2009 road drainage and re-surfacing projects are being worked on.
- Final grading is pending for one Grading and Drainage Permit violation in Forest River.
- Permit revenues amounted to \$13,581.50.

**Clerk:** Clerk Paula Ulreich reported that suburban Cook County is continuing their "early voting" program and Wheeling Township will be one of the sites for the November 4, 2008 Presidential Election. The early voting hours at all sites will be Monday-Friday 8:30 a.m.-5:00 p.m.; Saturdays and Sundays 9:00 a.m.-noon.

### **ADMINISTRATIVE REPORT**

Mrs. Stellato reported:

- There were two incidents involving seniors on Township property on February 29 and March 4, respectively. The first involved a 68 year-old female who slipped and cut her head on the cement while leaving the front doors. She was attended by

the nurse until paramedics arrived. A claim was reported to the Township insurance company, and an adjuster arrived and took photos. No evidence of neglect was noted where the fall occurred. The next day the woman's husband reported the woman was in intensive care with a blood clot and broken nose. An investigator hired by the couple's attorney was referred to the Township insurance adjuster.

- The second incident involved a 90 year-old female who tripped on what she claimed was an uneven sidewalk near the front entrance. Paramedics were again called and treated a bump on her nose. Again a report was filed with the Township insurance company. Upon inspecting the walkway it was discovered that recent harsh weather had lifted the cement slightly where the woman fell. A follow-up call to the woman was made by the Administrator, who was told the woman was checking with her doctor upon her daughter's insistence.
- A new security system has been installed at 14 locations throughout the building, as the old system was outdated and could not be reinstalled after renovation. Cost of the system was \$1,995, \$1,200 which will be reimbursed by a grant. The fee for monitoring is \$25 per month, approximately the same as the old system. When the button is depressed for 3 seconds, Central Dispatch in Arlington Heights is alerted as is the Administrator's desk.
- The current employee medical insurance policy with United Healthcare expires May 1, 2008 and a 14% increase will be assessed at renewal. General insurance broker Bill Bradish will meet with the Administrator to review quotes for renewal before the next Board Meeting.
- Supervisor Schroeder called a TRIP meeting on March 18, 2008 which was attended by the five participating townships, State Representative Sid Mathias and PACE representatives Randy Comstock and Rocky Donahue. An update on the \$250,000 State of Illinois grant was given and discussion took place regarding the Intergovernmental Agreement for the five townships.
- February 2008 statistics: 1,825 bus and medical van rides; 1,470 Meals on Wheels; 155 visits to the Food Pantry.

Director of Senior and Disability Services Sue Burlini invited the board to the annual "Volunteer Celebration" on Friday, April 25, at Bristol Court Banquets, 828 E. Rand Road, Mt. Prospect, beginning at 12:30 p.m.

### **EXECUTIVE SESSION**

### **MOTION #2: EXECUTIVE SESSION**

Motion by Supervisor Schroeder, seconded by Trustee Domrzalski, to adjourn into Executive Session, for the purpose of discussion of an appointment to the Prospect Heights Rural Fire District.

ROLL CALL VOTE: Ayes: Schroeder, Domrzalski, O'Connell, Penner  
Nays: None...Motion #2 Carried.

### **MOTION #3: RETURN FROM EXECUTIVE SESSION**

Motion by Trustee O'Connell, seconded by Supervisor Schroeder, to reconvene to regular session.

ROLL CALL VOTE: Ayes: O'Connell, Schroeder, Domrzalski, Penner  
Nays: None...Motion #3 Carried.

### **OLD BUSINESS**

### **MOTION #4: APPOINTMENT OF PROSPECT HEIGHTS FIRE TRUSTEE**

Motion by Trustee Penner, seconded by Trustee Domrzalski, to appoint Mr. Alfred Kotlarz as trustee to the Prospect Heights Fire Protection District for three-year terms, effective May 1, 2008.

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

### **2008-09 TENTATIVE BUDGET FOR SENIOR/BUS DISCUSSION**

Mrs. Stellato presented the Wheeling Township Bus Budget for discussion. The 2007-08 budget and proposed 2008-09 budgets were compared. Also included were additional figures for three scenarios to increase bus service, to help meet the needs of increased ridership.

The proposed 2008-09 budget consists of several increases:

- 3% salary increases for existing drivers, as approved at the January 22, 2008 board meeting
- medical insurance premiums increase which could be as much as 17%
- vehicle purchase/lease has been dramatically reduced because the monthly lease on our three vehicles have been reduced to \$100 per month and we are not purchasing vehicles
- fuel costs have increased substantially
- there may be a need to purchase a new radio system

From now on the Township will be leasing new vehicles, which saves \$4,000-7,000 per year. We may be leasing another vehicle when one comes available. The bus department is turning

away individuals in need of medical van rides. To solve this problem, three plans for increased bus service were presented.

PLAN A – Increase bus service 5 days per week. The two 4-day-a-week drivers would become full-time. One would need medical insurance benefits and the other would waive benefits for \$2,000 additional salary. One of the other part-time drivers would pick up an extra day and we would hire another part-time driver. We would lease another van at \$100 per month with insurance costing approximately \$2,700 per year.

PLAN B – Increase service to 5 days per week but accommodate the rides using part-time drivers. One of our 2 days per week part-time drivers would pick up an extra day and we would hire one or two additional part-time drivers. We would lease a van for \$100 per month/\$2,700 per year for insurance.

PLAN C – Increase service three days per week. One of our 2 days per week drivers would pick up an extra day and we would hire another part-time driver. We would lease a van for \$100 per month/\$2,700 per year for insurance.

Discussion followed. Trustee O’Connell asked if the Township would be able to provide medical van rides with the extra full time drivers. Mrs. Burlini responded that she feels that if Plan A was implemented, all riders could be served. The only problem is that some part time drivers don’t want to work extra hours, which can prove to be an issue. It was also noted that the bulk of the people going to dialysis are using a Buffalo Grove facility which means other passengers cannot be picked up until after 11:30.

No action was taken.

**NEW BUSINESS**

**INTERGOVERNMENTAL AGREEMENT APPROVAL**

Supervisor Schroeder presented the “Intergovernmental Agreement” with Elk Grove, Hanover, Palatine, Schaumburg and Wheeling Townships and PACE, which provides a transportation program to access medical care and other health-related services for the disabled and aged, for approval.

**MOTION #5: INTERGOVERNMENTAL AGREEMENT APPROVAL**

Motion by Supervisor Schroeder, seconded by Trustee Penner, to accept the Intergovernmental Agreement.

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

**TENTATIVE CLERK’S BUDGET FOR FY2008-09**

Clerk Ulreich presented the 2008-09 tentative Clerk’s budget which reflected a \$1,000 decrease from last fiscal year. The largest savings is in Line 8-Equipment/Furniture. The one time expenditure for shelving in the storage areas has been completed, therefore, that line item had been decreased, bringing the tentative budget down to \$10,000.

No action was taken.

**DISCUSSION OF TENTATIVE ROAD DISTRICT BUDGET FOR FY2008-09**

Highway Commissioner Saewert presented the 2008-09 Highway Department tentative FY2008-09 budget. He explained that several line item adjustments have been made, with the total proposed budget reflecting a \$3,000 reduction from 2007-08. Mrs. Stellato pointed out an error in the total for FY 2006-07. It should read \$696,389.63.

No action was taken.

**DISCUSSION OF TENTATIVE GENERAL ASSISTANCE BUDGET FOR FY2008-09**

The Supervisor and Board reviewed the tentative budget for General Assistance for the upcoming fiscal year.

- Line 14 Equipment/Program – a new printer is needed and a search for updated software is continuing.
- Line 30 Access to Care – Supervisor Schroeder stated that all Access to Care funding is spent on our General Assistance clients, therefore he would like to add \$3,000 to the funding.
- Line 32 Dental Clinic – Supervisor Schroeder would like to keep our funding at the present level of \$20,000. This funding only goes to Wheeling Township residents. Mrs. Stellato reported that Elk Grove Township is now funding \$40,000 for the Dental Clinic and Palatine is funding it at \$30,000.
- Line 17 Contingencies - \$5,000 should be put into that line item.
- Line 1 Salaries – This line item includes a part time employee.
- The new total reads: \$566,900.

No action was taken.

**DISCUSSION OF TENTATIVE TOWN FUND BUDGET FOR FY2008-09**

The Supervisor and Board discussed specific line item changes in the tentative FY2008-09 Town Fund budget.

- Line 16 General Insurance – this may be increased
- Line 39 Cemetery – the \$16,000 may be eliminated because the cemetery is self sufficient

- Line 36 Contract Services – more funding may be needed due to work needed for sidewalks, paving, windows

No action was taken.

**MOTION #5: AUDIT FOR ROAD AND BRIDGE FUND**

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #132, 133, 134 and 135, against the Road and Bridge Fund, in the amount of \$52,657.17, to be paid.

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

**MOTION #6: AUDIT FOR CEMETERY FUND**

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #032508, against the Cemetery Fund, in the amount of \$1,485.00, to be paid.

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

**MOTION #7: AUDIT FOR TOWN FUND**

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve Batch #207, 208 (blank), 209, 210, 211, 212, 213, 214 and 215, against the Town Fund, in the amount of \$168,869.25, to be paid.

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

**MOTION #8: ADJOURNMENT**

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

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

The regular meeting for Tuesday, March 25, 2008, was adjourned at 9:00 p.m. The next scheduled board meeting will be on Tuesday, April 22, 2008, at 8:00 p.m.

Paula L. Ulreich

Wheeling Township Clerk