

CALL TO ORDER

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for October 25, 2011, was held in the Community Room, of Township of Wheeling, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Schroeder called the meeting to order at 8:12 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 Jerry Sadler, Wheeling Township Highway Commissioner Scott Saewert, Wheeling Township Collector Ken Jochum, 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.

MOTION # 1: APPROVAL OF MEETING MINUTES – September 27, 2011

Motion by Trustee Domrzalski, seconded by Trustee Penner, to approve the minutes of September 27, 2011, as presented.

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

MOTION # 2: AUDIT FOR TOWN FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #360, 361, 362 and 363, against the Town Fund, in the amount of \$275,721.88, to be paid.

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

MOTION #3: AUDIT FOR ROAD AND BRIDGE FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #226 and 227, against the Road and Bridge Fund, in the amount of \$8,378.09, to be paid.

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

MOTION # 4: AUDIT FOR CEMETERY FUND

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve batch #102511, against the Cemetery Fund, in the amount of \$2,916.95, to be paid.

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

CITIZENS TO BE HEARD

John Truncale, from the Forest River Subdivision, thanked and commended the Board and Highway Department for completing the Gregory and Graylynn Avenue restoration project. He also requested that Road District please continue to maintain their roads.

OFFICIALS’ REPORTS

Assessor: Assessor Sadler reported:

- The 2010 tax bills were mailed on October 1, 2011 and are due November 1, 2011.
- 1,200 constituents have been seen in the Wheeling Township Assessor’s Office since that mailing.
- The majority of the questions regarding these 2010 2nd installment bills relate to homeowner exemptions. Due to the falling market values and resulting lower 2010 assessments, the benefit of the expanded, long-time and senior freeze exemptions have diminished immensely. The lower assessed value has wiped out the benefit of many of these exemptions. Although tax bills before exemptions are for the most part down, tax bills after exemptions are up from the 2009 tax bills. The increase in many cases is considerable upwards of \$700 and more in many cases. Most bills are correct and cannot be changed. The bulk of our work requires a detailed explanation of a very complicated exemption calculation that is often not easy for homeowners to understand.
- The Cook County Assessor’s Rolling Meadows branch has been of great help in assisting those homeowners, many of whom are seniors, who are eligible for revised bills. We have assisted 128 senior citizens with exemptions that were dropped as a result of the recent legislation requiring all senior citizens to renew annually. The Cook County Assessor announced that over 250,000 renewal forms were mailed out this year and to date, but 55,000 are still not renewed.
- The Cook County Assessor has not completed review of the Wheeling Township appeals submitted for the 2011 property tax year. The Wheeling Township Assessor’s office has informed many of those calling

and visiting our office with higher tax bills of the appeal procedure for the 2011 property tax bills.

- The statistics for the month of October to date are as follows:

Visitors:	1235
Phone Calls:	722
Certificates of Error:	165*

*This number reflects the few homeowners that have errors on their bills and are, therefore, eligible for revised bills.

Highway Department: Highway Commissioner Saewert reported:

- The Graylynn Drive and Gregory Street drainage restoration and road reconstruction project is 95% completed.
- The Betty Drive drainage restoration project is scheduled to start after drainage work is completed.
- The Betty Drive resurfacing project is scheduled to start after drainage work is completed.
- The Blaho Court drainage restoration and correction plan is in progress.
- Drainage restoration plans are in progress for the Graylynn Drive drainage and resurfacing project
- The Cook County Highway Department will develop a course of action to correct problems on Portwine and Forest View Roads.
- The Highway Department worked with Cook County Inspectors to review current projects in progress and permit violations in the unincorporated areas.
- There is one demolition-new construction permit pending and one addition permit pending.
- One permit for a removal of an existing front entrance sun room has been completed.
- There are no permit violations pending.
- The total revenue receipts for permits totals \$70.00.
- The Cook County Circuit Court traffic tickets issued by Cook County Sheriffs totaled \$413.00.

ADMINISTRATIVE REPORT

Mrs. Stellato reported:

- Staff continues to attend training sessions for LIHEAP and the Chicago Food Depository. These programs require caseworkers to attend four training sessions in the first year and then requires the caseworker to receive annual recertification. Cyndi Anderson is Wheeling Township's representative for LIHEAP and Maryann Hernandez attends the Chicago Food Depository sessions.

- We have hired three part-time drivers as back-ups for our transportation system. All have CDL-P licenses, have received training with our drivers on our buses, and have passed background checks and physicals. They are Leonard Mondi, William Smith and Phillip Jaeger.
- Julie Villarreal has been hired as Director of General Assistance and starts on October 31, 2011. She trained with Thelma Talamantes two evenings last week but because of her extensive experience with General Assistance and the Visual GA software, we are confident the transition will go smoothly.
- Administrator Stellato attended two classes sponsored by the Township Management Academy at Northern Illinois University, Government Studies, on Friday October 21, 2011. The classes were titled Public Service & Democratic Accountability and Human Resources Management for Township Government. Mrs. Stellato is looking forward to attending two additional classes on Friday October 28, 2011 titled Transparency & Accountability in Township Budgeting and Program and Service Evaluation. She is thankful for this opportunity.
- The Arlington Heights Noon Rotary has pledged 75 Thanksgiving baskets and various companies, organizations, and individuals have pledged an additional 125 baskets. The neediest families in our database will be contacted and asked to pick-up baskets on November 21 and November 22.
- The Township also hopes to serve 300 families at Christmas.
- Statistics for the month of September, 2011:
 - 2,241 bus and medical van rides provided
 - 1,598 Meals on Wheels delivered
 - 92 in office visits to the Nurse
 - 55 home visits made by the Nurse
 - 142 visits to the food Pantry
 - 11 Angel Fund requests
 - 34 GA clients /21 EA clients serviced by the General Assistance Department
- Donations to the Food Pantry/Emergency Angel Fund:
 - \$1,000 from the Arlington Heights Masonic Lodge 1162
 - \$500 from Faith Lutheran Church
 - \$300 from Northfield United Methodist Church
 - Frost, Ruttenberg & Rothblatt Accounting –food drive
 - Countryside Church – 4,700 food items
 - Dominick’s, bakery goods twice per week
 - Individuals and families have donated \$420 in gift cards

NEW BUSINESS

Mobile Dental Clinic Update

Nancy Colovos, Manager, provided the board with an update of the Mobile Dental Clinic. The Mobile Dental Clinic has provided dental services to Wheeling Township residents since December, 2003. At the start, patients were treated two days a week. At this time the clinic is operational 4-5 days a week.

In addition to a full time dentist, employed by Northwest Community Healthcare, the clinic is staffed with volunteer dentists, volunteer hygienists and University of Illinois at Chicago fourth year dental students. Harper College also provides dental hygiene students who rotate through the clinic to fulfill one of their community outreach requirements.

Statistics from October 1, 2010 – September 20, 2011:

- Number of days per month clients served: 4-5
- Number of patient visits: 564
- Usual and Customary value: \$133,339
- Wheeling Township contribution: \$25,000
- Cost to patient per visit: \$44.32
- Cost in private practice per visit: \$236.41

In addition to Wheeling Township, the Clinic also serves Elk Grove and Palatine Townships. Schaumburg Township is currently contracting to participate, with service to begin in November.

Our General Assistance Department first screens potential clients before services begin. All qualified clients are being served, with no waiting list. If more extensive services are needed by a client, local oral surgeons volunteer their office time, with one of those being Dr. Michael Schroeder and Associates. Clients receive an exam, x-rays and a cleaning every six months.

There is a Mobile Clinic policy in place which states that if a client does not show up for an appointment, he/she may not make another appointment for one year.

Ms. Colovos thanked the board for their support and was proud to be part of this unique public health clinic.

Supervisor Schroeder further explained that there is a dental advisory board at Northwest Community Hospital which oversees the mobile clinic. He is also pleased to see how the program has grown and feels the clinic's technology is excellent.

Preliminary 2011 Levy Discussion

The 2011 levy calendar was reviewed, which included:

October 25, 2011	2011 Levy Discussions
November 22, 2011	Approve Tentative 2011 Levies

November 29-December 12 December 13, 2011	Publish Notice – Truth in Taxation Hearings Truth in Taxation Hearings – 8:00 Adopt 2011 Levies
December 27, 2011	Last day for Clerk to File Levies with County

Actual levies requested by Wheeling Township from 2007, 2008, 2009 and 2010 for the Town, General Assistance and Road District was provided to the board as a worksheet guide. One major concern was which line items could be cut to reduce the budget. One major renovation, the replacement of the building's windows will not be included in next year's budget, shaving \$50,000 off the budget. Other suggestions included: cutting down the newsletter publication from four times, to three times a year and reducing or holding the agencies yearly stipend.

Highway Commissioner Saewert stated that he hopes to decrease expenditures in the road budget because 75% of the road renovation projects are completed and there currently enough funds in reserve.

Attorney Rogers explained that there is a "lost and cost" factor in the levy which means there is no guarantee the Township will receive what is levied.

Supervisor Schroeder feels that if the Township has less than 2 – 2 1/2 years in reserves, the Township should not have excess accumulations to warrant objections.

Administrator Stellato explained that the Wheeling Township Cemetery is in need of some major renovation. Approximately \$40-50,000 will be needed to have the roads resurfaced and many tombstones repaired. The Cemetery board would be pleased to have the funding for one project each year, if possible.

Supervisor Schroeder explained that we need to bring our reserves down and must make careful cuts. He asked the board to relay their recommendations to the administrator so she could put together some definite numbers for next month's meeting.

OLD BUSINESS

None.

MOTION #5: ADJOURNMENT

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

VOICE CALL VOTE: All Ayes....Motion #5 Carried.

The meeting for Tuesday, October 25, 2011 was declared adjourned at 9:25 p.m. The next scheduled board meeting is set for Tuesday, November 22, 2011, beginning at 8:00 p.m.

Paula L. Ulreich
Wheeling Township Clerk