

**CALL TO ORDER**

The regular meeting of the Supervisor and Board of Trustees of Wheeling Township, for September 23, 2008, was held in the Community Room, 1616 North Arlington Heights Road, Arlington Heights, Illinois. Supervisor Schroeder called the meeting to order at 8:02 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 Highway Commissioner Scott Saewert, Wheeling Township Assessor Dan Patlak, 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 – AUGUST 26, 2008**

Motion by Trustee Schultz, seconded by Trustee Penner, to approve the minutes from the August 26, 2008 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 Township's State Multiplier is up along with average assessments but the tax rate is down.
- The County Treasurer will mail out the second half of 2007 tax bills and they should arrive between October 1<sup>st</sup> and 3<sup>rd</sup>.
- To respond to questions regarding missing exemptions, the web page has been updated with information on how to proceed with such questions.
- The results for Board of Review appeals filed through the Township's Assessor's Office for the past year were very good. 304 out of 320 appeals received a reduction with the average reduction at 7.77%.

- The Cook County Assessor's Office is scheduled to open for appeals for tax year 2008 in late October which will increase activity in the Township's office.

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

- Traffic and street sign replacements have been ordered through the Northfield Township Road District.
- Bids were received for Woodland Drive Drainage Ditch Restoration Project, but as yet none had been accepted.
- The low bidder on the Feehanville Drainage Channel restoration Project was Copenhagen Construction, but the contract has not yet been awarded due to flooding in the areas.
- The highway Commissioner has worked with Cook County inspectors and the Cook County Commissioner to review projects being done in the Forest River Subdivision.
- EMA Manager duties were performed in the Forest River Subdivision during the flood of September 13-14. The commissioner was on site from 9:30a.m. – 5:00 a.m., Saturday/Sunday and 8:30 a.m. – 4:30 p.m. Sunday. Flooding reached record levels with River Road under water. Follow-up information gathering and reporting was done throughout the following week.
- The commissioner participated in the Cook County Highway Department Transportation Advisory Committee meeting.
- The monthly Highway Commissioners Meeting was attended.
- Three permits, two for new construction, one for a home addition, are pending.
- Two grass height violation letters were sent. One was resolved, the other is pending.
- Total revenue from the Highway department: \$975.00 for permits.

**ADMINISTRATIVE REPORT**

Mrs. Stellato reported:

- An Illinois Township Administrator's Association meeting was held at Schaumburg Township on August 28, 2008. Personnel Policies and Township Disaster Plans were discussed. Wheeling Township's Personnel Policy was considered a model and will be used by others to refine their policies. An outline for a Township Disaster Plan has been established, and will be drafted over the next several months enabling each Township to customize it to their specifications.
- All building windows have been re-caulked.
- The parking lot was paved and striped September 16<sup>th</sup> and 17<sup>th</sup>. The new garbage surrounds and gates on the two air conditioning housings will be installed sometime this week. Quotes on tuck pointing, tree removal and

replacement of cement aprons and curbs are coming in, and hopefully, will be done before the cold weather arrives.

- A proposal for landscape design will be published and will be included in the next budget. Landscaping will be targeted for spring.
- The advisor for a deferred compensation program can be seen by appointment Wednesday, October 1, 2008 to council employees on their 457 plans.
- In August 2008 there were 398 visits to the Food Pantry, 2,073 bus/medical van rides given, 1,381 Meals on Wheels delivered, 54 office and 31 home visits provided by the Nurse and 6 placements by the Employment Director.

### **MOTION #2: EXECUTIVE SESSION FOR PURPOSE OF PERSONNEL**

Motion by Supervisor Schroeder, seconded by Trustee Penner, to adjourn to Executive Session, pursuant to the Open Meetings Act, for discussion of the employment and compensation of an individual employee.

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

The Supervisor and Board of Trustees adjourned to Executive Session at 8:13 p.m. and reconvened at 8:34 p.m.

### **NEW BUSINESS**

#### **MOTION #3: HIRING OF PERSONNEL**

Motion by Supervisor Schroeder, seconded by Trustee Domrzalski, to hire Kristin Freeman as Director of Senior/Disability Services as discussed in Executive Session.

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

Supervisor Schroeder also noted that as of September 2, 2008, Hilda Morales has been hired in the General Assistance Department on a part-time basis.

### **TRIP UPDATE**

Mrs. Stellato reported that a TRIP meeting was held at Elk Grove Township on September 18, 2008. All five partner townships were presents, as well as a representative from PACE. The current grant from the State of Illinois is \$250,000, with each township receiving approximately \$4,000 per month to provide TRIP rides. This is a yearly, permanent grant provided through the efforts of State Representative Sid Mathias.

In the past, Wheeling Township averaged \$8,000 per month, so we need to work on limiting our ridership using TRIP. One plan is to coordinate rides with other townships for individuals going to Cook County Hospital and the VA Hospital. The next meeting is scheduled for November 19, 2008.

**OLD BUSINESS**

None.

**MOTION #4: AUDIT FOR ROAD AND BRIDGE FUND**

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #151, 152 and 153, against the Road and Bridge Fund, in the amount of \$16,218.76, to be paid.

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

**MOTION #5: AUDIT FOR CEMETERY FUND**

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #093208, against the Cemetery Fund, in the amount of \$800.00, to be paid.

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

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

Motion by Trustee Schultz, seconded by Trustee Domrzalski, to approve Batch #233, 234, 235, 236, 238 and 238, against the Town Fund, in the amount of \$218,370.21 to be paid.

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

**MOTION #7: ADJOURNMENT**

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

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

The regular meeting for Tuesday, September 23, 2008, was adjourned at 8:45 p.m. The next scheduled board meeting is set for Tuesday, October 28, 2008, at 8:00 p.m.

Paula L. Ulreich  
Wheeling Township Clerk