

**Wheatland Township Board Meeting
Thursday, September 14, 2023**

1. CALL TO ORDER

The meeting was called to order by Supervisor Crowner at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE

Supervisor Crowner led the pledge of allegiance.

3. ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board Members: Trustees Bansal, Jones, Hickey and Rotkis attended the meeting.

Board Officers: Supervisor Crowner, Highway Commissioner Wieser and Assessor Kern attended the meeting. Clerk Liskey and Cemetery/Tax Collector Scriven-Young were absent.

4. PUBLIC COMMENT

None

5. APPROVAL OF MINUTES

- Trustee Hickey motioned to open discussion/approval of the minutes for the August 10 Regular Meeting Open Session. Trustee Bansal seconded.
- The minutes for the August 10, 2023, Regular Meeting Open Session were unanimously approved 5-0 per roll call vote.

7. NEW BUSINESS (Moved as suggested by Supervisor Crowner)

7.1 Discussion/Approval of 2022-2023 Township Audit

The auditor reviewed the financials and management letter, noting there were no issues or material problems to raise and confirmed the letter is in process. However, noted the unmodified opinion was misprinted as Riverside Township, which will be corrected before Wheatland Township officials can vote to accept the audit. The auditor gave a report including financial statements, IMRF (Illinois Municipal Retirement Fund) positions, individual department funds and net pension liability numbers, summarizing that it was a "strong year."

-Supervisor Crowner motioned to table acceptance of the annual audit until the October 2023 meeting and Trustee Hickey seconded. The Board unanimously approved the request to postpone final vote/approval of the 2022/2023 audit to the October Board meeting 5-0 via roll call vote.

6. OLD BUSINESS

6.1 Discussion/Approval-Ordinance #23-03-O Overnight Parking Ban

- Highway Commissioner Wieser gave a short presentation on the overnight parking ban that has been discussed in several past meetings. He pointed out law enforcement has determined the parking ban from 2015 is not enforceable and recommended it be revised to include an exact time parameter banning parking from 1 am until 6 am.
- In response to his inquiry, Trustee Jones received confirmation that the Wheatland Township's lawyer had reviewed this issue and proposed ordinance. Trustee Rotkis reminded that businesses could contact the local police department to arrange for occasional permission for overnight parking if/as needed. In addition to responding to

immediate questions from the Board Road Commissioner Wieser confirmed he would seek additional input from TOI (Township Officials of Illinois).

- Trustee Bansal motioned to approve the plan as detailed by Highway Commissioner Wieser. Trustee Hickey seconded the motion and the Board unanimously approved Ordinance #23-03-O Overnight Parking Ban 5-0 via roll-call vote.

6.2 Discussion / Approval of Updates to Wheatland Township Employee Handbook

Motion to open discussion on employee handbook by Trustee Jones, Second by Hickey
-Highway Commissioner Wieser recommended that the Road Department should have its own employee handbook due to several unique employment requirements, including federal CDL licensure, winter holiday coverage, rules re. marijuana issues and so forth.
-Assessor Kern countered that one handbook could accommodate descriptions of differing requirements for different areas/jobs and would be more equitable for all employees.

- Supervisor Crowner noted additional research would need to be done before potential changes to how personal and sick time would be allocated and accounted for could be included in the new employee manual. Confirming that in comparing Wheatland Township practices with other townships, he discovered WT policies differed from the norm in some areas including payout for unused vacation days.

- Trustee Jones asked about Wheatland Township's severance policy, including unused vacation payouts, and how Wheatland's practices compare to other area townships.

- Trustee Hickey asked how Wheatland Township compensation packages compared with other townships. Assessor Kern confirmed that Wheatland Township's hourly rates were \$2-\$5 below market averages.

- Motion made by Trustee Jones to table to the October meeting, 2nd by Trustee Hickey. The Board unanimously approved the motion 5-0 via roll-call vote.

7.2 Discussion/Approval Assessor Vacancy Appointment Process

Motion to open discussion by Trustee Rotkis, 2nd by Trustee Jones

-Supervisor Crowner reviewed the requirement for a replacement Assessor including that they must (1) be a qualified assessor with the education, license, etc.; (2) a contracted Assessor and (3) a member of the same political party as the outgoing incumbent Assessor.

- He confirmed resumes would be accepted through November 3, 2023, after which application reviews and candidate interviews would be completed during the month with the goal of appointing a new Assessor at the December 2023 Board meeting, which would coincide with Assessor Kern's retirement.

- Trustee Rotkis motioned to vote on accepting the process as outlined by Supervisor Crowner and Trustee Jones seconded. The Board unanimously approved the proposed process to fill the Assessor vacancy 5-0 via roll-call vote.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Town and Road District Fund Bills & Claims

- Trustee Jones questioned a payout to the IRS (Internal Revenue Service) and a GA payment.

- Supervisor Crowner answered affirmatively that we did have such payments and that we should expect a few GA payments in the future.

Bills of \$407,217.73 were unanimously approved 5-0 in a roll call vote.

9. REPORTS

9.1 Sr Administrator - Bill Green

- Reported on area events including Overdose Awareness.
- Noted discussions were underway with MG Consulting on new phone services
- Confirmed 2023 flu shots will be in-house on October 17, administered by Osco and available to all employees and residents.
- Updated the Dental van was cancelled for the third time due to lack of community interest and is now on hold.
- Noted he is working with NIFB for a spring food distribution and informed work with Will County on marriage licenses services is still in process
- Reported tire recycling in Peotone on 9/16.
- Electronics recycling in Shorewood on 9/23.
- Informed Trustee Bansal would host a Diwali celebration at Wheatland Township offices on November 7 at 11:30 a.m.

9.2. ASSESSOR (Chuck Kern)

- Updated the Assessor's office had completed all work to respond to and assist area residents with appeals and confirmed the formal appeal process would now take place at Will County.

9.3. HIGHWAY COMMISSIONER (Tom Wieser)

- Updated a staff member had passed CDL.
- Confirmed budget savings had been achieved by using in-house teams to lay the new road around Wheatland offices.
- Explained the compacting procedure and apologized to Assessor Kern for the jackhammering noise.

9.4 TRUSTEES:

TRUSTEE (Meghna Bansal)

- Reported on August 16th senior luncheon and Madeline Kruger, the gardening writer from Naperville Magazine was highly informative and well received. Lunch was provided by Popeye's kitchen for a group of 22 seniors. Naperville Mayor Wehrli is scheduled to speak at the September 20 Senior Luncheon. The lunch provider was not mentioned.

TRUSTEE (Kelly Hickey)

- Has started "Persons With Disabilities" committee and will work with Bill G to get our new committee going.

TRUSTEE (Colleen Rotkis)

- No Report

TRUSTEE (Terry Jones)

- No Report

9.5. TOWNSHIP CLERK (Anita Liskey)

- No Report, excused absence

9.6. TAX COLLECTOR/CEMETERY (David Scriven-Young) Jim Hofman

- Reported two graves were sold during the month.
- Updated on an issue in which some mourners were leaving behind cans and liquor bottles. Confirmed the issue was resolved following a respectful discussion with the family involved.

9.7. SUPERVISOR (Michael Crowner)

- Reported insurance quotes for the township's risk management liability programs are under review.
- Updated that he is reviewing possible phone services with MG Consulting as the Comcast contract will be ending soon. Note that MG Consulting has contracts with several other Townships and uses Vonage as its phone carrier.
- Reported Clarke Mosquito is having an event to educate customers about what they do at their facility which will include seeing the helicopter(s) used to administer from the air.

10. ADJOURNMENT:

- Trustee Hickey moved to adjourn the meeting and Trustee Jones seconded the motion. The meeting was adjourned on a voice vote at 8:48 p.m.

Next meeting Thursday, October 12, 2023

Prepared by Bill Green, Deputy Township Clerk

Approved as presented:

Anita Liskey, Township Clerk