

**Wheatland Township Board Meeting
Thursday, October 12, 2023**

1. CALL TO ORDER

The meeting was called to order by Supervisor Crowner at 7:32 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, Assessor Kern, Clerk Liskey and Cemetery/Tax Collector Scriven-Young attended the meeting.

4. PUBLIC COMMENT

None

5. APPROVAL OF MINUTES

- Trustee Bansal motioned to open discussion/approval of the minutes for the September 14, 2023, Regular Meeting Open Session. Trustee Hickey seconded.
- The minutes for the September 14, 2023, Regular Meeting Open Session were unanimously approved 5-0 per roll call vote.

6. OLD BUSINESS

6.1 Discussion/Approval of 2022-2023 Township Audit

- Supervisor Crowner opened discussions by informing the Board that a misspelling of the Wheatland Township had been corrected and a final version of the audit had been submitted.
- Trustee Rotkis motioned to approve the audit and Trustee Hickey seconded. The Board unanimously approved the 2022/2023 audit 5-0 via roll call vote.

6.2 Discussion/Approval of Updates to Wheatland Township Employee Handbook

- Supervisor Crowner opened discussions by providing a brief update that outreach to other townships, as discussed in the September meeting, was ongoing. Noted that the new handbook would not be published or take effect until January 2024 and motioned to postpone further discussion/approval of the new handbook to a future Board meeting. Trustee Hickey seconded the motion. The Board unanimously approved the recommendation to table further discussions 5-0 via roll call vote.

7. NEW BUSINESS

7.1 Discussion/Approval of Insurance Program Renewal with ICRMT

- Trustee Hickey motioned to open discussion/approval of an Insurance Program Renewal with ICRMT and Trustee Jones seconded.
- Supervisor Crowner explained that after review he was recommending Wheatland Township renew its policy with ICRMT, which would provide the same level of coverage at a lower premium. He also reminded the Board that the premium was going down because of the decision to transfer Wheatland Park to Plainfield Park District, as was approved earlier this year.

- The Board unanimously approved to renew the Wheatland Township Insurance Program with ICRMT 5-0 via roll call vote.

7.2 Discussion/Approval of Contract for Office Phones

- Trustee Rotkis motioned to open discussion/approval of a new office phone contract and Trustee Jones seconded the motion.
- Supervisor Crowner detailed the Comcast phone services contract, in which Wheatland Township paid just over \$600 per month, had expired. After reviewing bids, he recommended contracting with MG Consulting which would charge about \$300 per month, halving the Township's phone expenses resulting in an annual saving of more than \$3,000. Noted Wheatland Township would have to purchase some new phones, but the one-time cost would be offset by the reduced fees within six months.
- He confirmed members of Wheatland Township staff, including the Assessor's Office, had reviewed the new system and supported the change of vendor. He also noted other nearby Townships, including Lisle Township, used and recommended MG Consulting.
- The Board unanimously approved the new phone services contract with MG Consulting 5-0 via roll call vote.

7.3 Discussion/Approval of Ordinance #23-04-O Snow Parking Ban

- Trustee Bansal motioned to open discussion/approval of #23-04-O Snow Parking Ban Trustee Hickey seconded.
- Supervisor Crowner explained this snow parking was the same as had been approved last year, confirming no changes had been made to terms or conditions; however, he noted language had been revised to make the ban more enforceable. The Board unanimously approved Ordinance #23-04-O Snow Parking Ban 5-0 via roll-call vote.

7.4 Discussion/Approval-Ordinance #23-05-O Parking Ban

- Trustee Bansal motioned to open discussion/approval of #23-05-O Parking Ban Trustee Hickey seconded.
- Supervisor Crowner explained parking was already prohibited on the streets covered by this ban. He pointed out the ordinance had been revised with updated language, at the suggestion of police, to make the ban more enforceable. Highway Commissioner Wieser added that there were filing issues, including missing documentation, when the original parking ban ordinance was submitted. Corrections were made in new ordinance. The Board unanimously approved Ordinance #23-05-O Parking Ban 5-0 via roll-call vote.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Town and Road District Fund Bills & Claims

- Trustee Bansal questioned three \$50.00 fees paid to DuPage Township.
- Supervisor Crowner reminded the Board that under the shared services agreement with DuPage Township approved last year, Wheatland Township paid DuPage Township \$50 to process its emergency and general assistance applicants, noting the rate was substantially cheaper than hiring staff to manage the requests and processing. He also reminded the Board of another service agreement with DuPage Township which allows Wheatland Township residents to access the DuPage Food Pantry.
- Bills of \$295,653.04 were unanimously approved 5-0 in a roll call vote.

9. REPORTS

9.1 Sr. Administrator - Bill Green

- Reported Wheatland Township would have a table at the Plainfield/Shorewood Chamber of Commerce meeting on Nov. 1. Noted that a flyer was being developed to be used as a handout at that meeting.
- Reconfirmed 2023 flu shots administered by Osco would be available to Wheatland Township residents and employees in the township offices on October 17.
- Reminded 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 was in the process of preparing evidence for upcoming appeals hearings and noted he and his staff would be attending the hearings in Will County over the next few months.
- Noted humidity issues in Wheatland offices seemed to be resolved and confirmed that he had not received any further staff complaints.

9.3. HIGHWAY COMMISSIONER (Tom Wieser)

- Thanked the Board for their patience in following the process to review and approve the new, corrected ordinances.
- Confirmed landscape projects around Wheatland Township building had been completed.
- Supervisor Crouner congratulated Highway Commissioner Wieser on being appointed to the Will County Storm Water Committee.

9.4 TRUSTEES:

TRUSTEE (Meghna Bansal)

- Reported on September 20 Senior Luncheon, noting 19 seniors had attended the luncheon which was provided by Salerno's Pizza for a total cost of \$206.56, of which attendees paid \$5. Naperville Mayor Wehrli was the speaker.
- Confirmed the next luncheon would be held on October 18 and that Tim Ory, a Naperville Historian would be the speaker.

TRUSTEE (Kelly Hickey)

- Added that Karen Stukel, Will County Recorder of Deeds, would also speak at the October Senior Luncheon.

TRUSTEE (Colleen Rotkis)

- No Report

TRUSTEE (Terry Jones)

- No Report

9.5. TOWNSHIP CLERK (Anita Liskey)

- Reported that one new FOIA had been received and responded to during the month, with response to another still in process.

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

- Reported two cremations had taken place during the month of September.
- Updated the cemetery would hold a semi-annual clean up on October 28 and reported that new memorial headstones had been installed.

9.7. SUPERVISOR (Michael Crowner)

- Noted the Decennial Committee scheduled to take place in October had been postponed to November 9.
- Confirmed that he along with Administrator Green were continuing efforts to review and evaluate vendor contracts to ensure Wheatland Township was receiving the best service at most cost-effective pricing. Highlighted the \$3,000 annual savings that will result from the new phone contract.

10. ADJOURNMENT:

- Trustee Jones moved to adjourn the meeting and Trustee Hickey seconded the motion. The meeting was adjourned on a voice vote at 8:07 p.m.

Next meeting Thursday, November 9, 2023

Approved as presented:

Anita Liskey
Anita Liskey, Township Clerk