



**SUMMARY OF ITEMS INCLUDED IN
THE INFORMATION PACKET OF THURSDAY, AUGUST 17, 2023**

1. ***Staff Report***
2. ***Agenda*** for a regular meeting of the Wheeling Village Board to be held August 21, 2023
3. ***Minutes*** of a special meeting of the Board of Fire and Police Commissioners held March 29, 2023
4. ***Minutes*** of a special meeting of the Board of Fire and Police Commissioners held May 22, 2023
5. ***Minutes*** of a special meeting of the Board of Fire and Police Commissioners held May 25, 2023
6. ***Calendar*** – Week of August 21, 2023

WEEKLY STAFF REPORT

TO: Village President, Clerk, and Board of Trustees
FROM: Jon A. Sfondilis, Village Manager
DATE: Thursday, August 17, 2023



COMMUNITY DEVELOPMENT DEPARTMENT

For the one-week period ending August 16, Community Development staff issued 46 building permits—representing a total construction valuation of \$868,144.64—and collected permit fees of \$17,435.16. Staff also received 48 new permit applications for review.

Building, Contract, and Engineering inspectors performed 56 inspections for permitted work during the week.

Health and Property Maintenance Division: Municipal inspectors conducted 85 inspections and issued six notices of violation; nine cases were closed for compliance. Inspectors performed four initial inspections and six reinspections in support of the rental program.

FIRE DEPARTMENT

During the period of August 10–16, the Fire Department logged 539 hours of individual and shift training and responded to the following 108 calls for service:

- 74 rescue and EMS incidents, including motor vehicle accidents
- 34 calls for fire / suppression services

Included in these calls were one building fire, one motor vehicle accident with injuries, one motor vehicle accident without injuries, one extrication rescue, one gas leak, one station standby for an emergency in another town, and eight invalid assists.

Chief McGreal and Deputy Chief Mella attended the Combined Area Fire Training (CAFT) Chiefs' meeting in Buffalo Grove.

Firefighter/Paramedics Watkins and Budnik taught fire safety to International Festival attendees at the Wheeling Park District.

Deputy Chief Mella attended the IL-TF1 Supervisory meeting at the Mutual Aid Box Alarm System (MABAS) Readiness Center in Wheeling.

Deputy Chief Mella attended the MABAS Division 1 Deputy Chiefs' meeting in Schaumburg and the MABAS Division 1 Operational Guideline/Policy Committee meeting in Elk Grove.

Shift personnel completed personal protective equipment inspections per National Fire Protection Association 1581 Standard on the selection, care, and maintenance of protective ensembles for structural firefighting and proximity firefighting. Personnel also completed ongoing Insurance Services Organization (ISO) training on vehicular and ladder inspections and maintenance, driver training and area familiarization, personal protection equipment and self-contained breathing apparatus checks, pre-plan reviews, and daily physical fitness. Shift personnel also conducted the following specialty training:

- Annual OSHA Compliance Training on bloodborne pathogens, fire extinguishers, and hearing conservation.
- A Shift Personnel took part in an active shooter drill at Holmes Junior High. Crews trained with Wheeling Police Officers and volunteers. The Fire Department concentrated on using rescue task forces to triage and transport patients, while under Police protection.
- A Shift Personnel completed initial Driver Training for the 2022 Oshkosh Striker crash truck.
- C Shift Personnel reviewed communicable disease exposure, bites and environmental emergencies, allergic reactions, and anaphylactic shock.
- Executive Officer Bryer completed FEMA's Hazard Mitigation Assistance Extreme Heat Webinar training.
- Lieutenant Lanciloti is attending "Fire Inspector I" training at the Downers Grove Fire Department.
- Firefighter/Paramedics Nagel and Johnson are attending Vehicle Machinery Operations Class at McHenry County College. This extrication course focuses on removing patients from motor vehicles and industrial machinery.
- Firefighter/Paramedic Burns is attending Company Fire Officer course at NIPSTA.
- Firefighter/Paramedic Small is attending Instructor I Class at NIPSTA.
- Firefighter/EMTs Jamal Dantzler, Joseph Dina, and Jack Lewis continued Paramedic School at Saint Francis EMS System and are performing their clinical rotations. The program runs until November.
- Firefighter Bart Karpiesiuk matriculated at Northern Illinois Public Safety Training Academy (NIPSTA) in Glenview. He will be in the Academy until September 8.

POLICE DEPARTMENT

The Police Department engaged in the following activities during the week of August 10–16:

- | | |
|--------------------------------|-----|
| • Traffic Stops | 243 |
| • Originating Case Assignments | 324 |

The Crime Prevention Unit hosted the final day of Student Leadership and Mentorship Development (SLAM) camp. The students were joined by their family members who were shown a video of the many activities they participated in. Students were presented with awards and treated to snacks.

Officers continued their August enforcement as part of the awarded Sustained Traffic Enforcement Program (STEP) grant. The enforcement began on August 7 and focuses on contributory causes of crashes such as speeding, impaired driving, electronic device use, failure to yield, disobeying traffic control signal/device, as well as occupant restraint violations. The additional enforcement ends on August 17. The Labor Day campaign will begin on August 18 with a primary focus on occupant restraint violations and a secondary focus on impaired driving, speed, and distracted driving. The enforcement will run through September 5.

The Crime Prevention Unit attended the Row for Dough event for Special Olympics and placed third in the event.

The Crime Prevention Unit attended the International Festival hosted by the Wheeling Park District. The event showcased many ethnicities who celebrated their cultures with songs and dances.

Sergeant Rogers attended an Axon Air Demo Day at the Hanover Park Police Department in which demonstrations were held highlighting Axon Air drone software, including an outdoor demonstration.

Corporal Potter attended Less Lethal Executive Forum training. This lecture-based eight-hour course is designed to train supervisors and program managers in the identification of contemporary less lethal weapons, their functions, and de-escalation risk management principles relative to each. The focus of this class was to

provide participants with analyses of current trends in policy development, training, and tactics associated with less lethal responses to tactical situations.

Officers Barone and Merrell attended Report Writing for Patrol Officers training. Topics addressed included examining current writing standards, methods to simplify report writing and reading, and emphasizing the importance of complete records.

Officer Bernabei attended Incident Command for Patrol Response training. This patrol-based course gives officers and supervisors the chance to experience and talk through a series of scenarios that are common in the law enforcement arena. Through lecture and active discussion of real-life events and processes, students were challenged to make their responses safer and more effective.

During the past week, social workers responded to crises including domestic violence, mental health, child abuse, fire, and family disputes. Social workers provided court advocacy on one occasion at the Third Municipal District Court in Rolling Meadows. Staff added 17 new cases among the 102 cases seen during this period. Staff also assisted one other resident with quick assistance, giving information and referral for immediate situations not needing follow-up. Staff prepared Access to Care, Supplemental Nutrition Assistance Program (SNAP), and Medicaid applications, and assisted residents with Medicare registrations and issues through the Senior Health Insurance Program (SHIP).

During the past week, 100 people participated in the Lunch at the Center congregate dining program at the Wheeling Park District's Community Recreation Center, with 183 meals picked up and 112 meals served in person. Dine in participants enjoyed a musical medley program presented by Dante Salamante.

PUBLIC WORKS DEPARTMENT

The *Streets and Forestry Division* performed the following maintenance and repair work:

- Concrete repairs on 21 panels of sidewalk with displacement on Paddock Lane and E. Merle Lane and on Dundee Road and St. Armand Lane from a previous excavation totaling, 757 square feet and utilizing 18 yards of concrete mix.
- Identified roads for the grind and patch program in the Dunhurst and Astor Place subdivisions.
- Ground six sidewalk squares with displacement on Glengary Court.
- Filled potholes on Wheeling Road and Holbrook Drive.
- Installed two banners on Milwaukee Avenue and at Fire Station 23.
- Removed six trees at the west Metra lot and Fire Station 23.
- Changed liners, cleared sidewalks, and collected litter at all village-maintained parks.

The *Fleet & Facility Services Division* performed the following maintenance and repair work:

- Fleet
 - Removed decals and spreader on unit 1543.
 - Stripped and prepared unit 405 for auction.
 - Placed unit P48 into service.
 - Installed tires on unit 241.
 - Performed preventive maintenance on unit 401.
 - Repaired tire on unit P 42
 - Replaced rear tires on unit 818.
 - Removed decals and spreader from unit 123.
 - Installed air bleed off cable on unit 135.
 - Performed four safety line checks.
- Facilities
 - *Village Hall*
 - Performed lobby tree maintenance, lift pumps and sump pump preventive maintenance, and repaired a faulty VAV box.
 - *Police Department*

- Performed Centennial Fountain maintenance, repaired irrigation/added new heads, fabricated, and mounted hearing protection rack.
- *Fire Department*
 - Cleaned HVAC screens and completed “truck fill” water line temporary line repair.
- *Public works*
 - Garage floor maintenance, repaired pressure washer, made repairs to rear fence.
- *Husky Park*
 - Converted interior lighting to LED.

The *Utility Division* performed the following maintenance and repair work:

- Water:
 - Inspected water facilities and recorded daily flow totals.
 - Repaired a water main break on Palatine Frontage.
 - Repaired one water valve.
 - Replaced twenty-four water meters.
 - Installed eight water meters.
 - Conducted project supervision at the Lakeside water main project.
 - Completed the valve exercising and inspection program in West Meadowbrook.
 - Performed one water turn off/on.
- Storm Sewer:
 - Inspected storm sewer facilities and recorded daily flow totals.
 - Performed street sweeping to clear debris from storm grates.
 - Inspected high priority outfalls/basins and cleared debris where necessary.
 - Cleared debris from storm grates that have a history of clogging.
 - Completed a Manhole Rehab Project punch list.
 - Continued with the Storm Structure Cleaning program in the Longtree and Orchard Lakes subdivisions.
- Sanitary Sewer:
 - Inspected sanitary lift stations and recorded daily flow totals.
 - Continued with the sanitary sewer cleaning program in the Lexington area.



To View Agenda Packet Click
[HERE](#)

Monday, August 21, 2023
Village Board Regular Meeting Agenda

PUBLIC NOTICE - in accordance with the applicable statutes of the state of Illinois and Ordinances of the Village of Wheeling, notice is hereby given that the REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES will be held in the Board Room, Wheeling Village Hall, 2 Community Boulevard, Wheeling, Illinois, at 6:30 p.m., and during which meeting it is anticipated there will be discussion and consideration of and, if so determined, action upon the matters contained in the following agenda:

1. Call to Order

2. Pledge of Allegiance

A. Pledge of Allegiance

3. Roll Call

A. Roll Call led by Clerk Brady

4. Approval of Minutes

A. Approval of Minutes for the Regular Meeting of August 7, 2023

5. Changes to the Agenda

A. Changes to the Agenda

6. Proclamations

A. Proclamation: In Recognition of Superdawg Celebrating 75 Years

7. Appointments and Confirmations

A. Appointments and Confirmations

8. Administration of Oaths

9. Citizen Concerns and Comments

A. Citizen Concerns and Comments

10. Staff Reports

A. Staff Reports

11. Consent Agenda-All items listed on the Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from the general order of business and considered after all other Agenda items.

A. Resolution Granting a Permit to Wheeling Knights of Columbus Regina Council Association to Conduct a Tag Day Event on September 15 & 16, 2023

B. Ordinance Amending Title 13 "Water and Sewers" and Title 22 "Floodplain Regulations" of the Village Code of the Village of Wheeling, Illinois

C. Resolution Waiving Competitive Bidding Requirements and Approving an Agreement with MDI Access for the Replacement of the Uninterruptible Power Supply (UPS) for the Village Hall in an Amount Not to Exceed \$197,327.70 for 2023

D. Resolution for Improvement under the Illinois Highway Code (Phase 2 Design Engineering for Wheeling Road Improvements)

E. Resolution Approving an Engineering Agreement with Ciorba Group Inc. for Phase 2 Design for the Wheeling Road Improvements Project in an Amount Not to Exceed \$661,819

F. Consent Vote on Items

12. Old Business

A. Old Business

13. New Business - All Listed Items for Discussion and Possible Action

A. Resolution Waiving the Fidelity Bond Requirements and the License Fee for Wheeling Helping Hands to Conduct a Raffle on September 9, 2023

B. DISCUSSION RE: Concept Review for Prairie Park West Planned Unit Development (PUD)

14. Official Communications

A. Official Communications

15. Approval of Bills

A. Approval of Bills for August 3-August 16, 2023

16. Executive Session

A. Executive Session

17. Action on Executive Session Items

A. Action on Executive Session Items

18. Adjournment

A. Adjournment

REGULAR meetings will be televised on channels 17 and 99. If you would like to attend a Village meeting, but require an auxiliary aid such as a sign language interpreter, call 847-499-9085 AT LEAST 72 HOURS PRIOR TO THE MEETING. To view the full agenda packet, visit www.boarddocs.com/il/vowil/Board.nsf/Public

MINUTES OF THE SPECIAL MEETING
OF THE WHEELING BOARD OF FIRE AND POLICE COMMISSIONERS
MARCH 29, 2023 @ 1:00 PM
WHEELING VILLAGE HALL
SCANLON CONFERENCE ROOM
2 COMMUNITY BOULEVARD, WHEELING, ILLINOIS

1. CALL TO ORDER

Chairperson Moran called to order the meeting of the Wheeling Board of Fire and Police Commissioners at 1:04 p.m.

Secretary Palicki called the Roll:

Present: Chairperson Michael Moran, Commissioner Al Palicki, Commissioner Jon Kolssak, and Commissioner Michael Murphy.

Police Chief James Dunne and Sergeant Michael Bieschke were also present.

2. APPROVAL OF MINUTES

- a) Special Minutes of March 7, 2023

Motion by Commissioner Kolssak, second by Commissioner Murphy to approve the minutes as presented.

Final Resolution: Motion approved

Ayes: Chairperson Moran, Commissioners Palicki, Kolssak, and Murphy

3. CITIZEN CONCERNS & COMMENTS - None

4. NEW BUSINESS - None

5. EXECUTIVE SESSION

Motion by Commissioner Palicki, second by Commissioner Murphy to recess to enter into Executive Session for the purpose of discussing:

- a) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (December 13 & 14, 2022)
- b) The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee(s) of the Village of Wheeling.
Police Officer Interviews

Final Resolution: Motion approved; the open Meeting recessed at 1:05:31 p.m.

Ayes: Chairperson Moran, Commissioners Palicki, Kolssak, and Murphy

[Reconvene from Executive Session]

Motion by Commissioner Palicki, second by Chairperson Moran to reconvene into open session. Motion carried by roll call vote, all ayes, the open meeting reconvened at 4:05 p.m.

6. ACTIONS ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Motion by Commissioner Palicki, second by Chairperson Moran to proceed as follows:

- Motion to strike Nicole Murray, and Justin Zychowski from the Police Eligibility Register as they have declined to continue with the hiring process.
- Strike from the Police Eligibility Register Versa Odesho, Eric Drozdek, and Stephanie Mancilla based on findings during the interview process.
- Make conditional offer of employment (pending psychological and medical testing) to Patrick Pranica, Jorge Pizano, Daniel Provost, Marcel Rebowski, and Hyengi Lee.

Final Resolution: Motion approved

Ayes: Chairperson Moran, Commissioners Palicki, Kolssak, and Murphy

OFFICIAL COMMUNICATIONS - NONE

7. ADJOURNMENT

Motion to adjourn by Commissioner Kolssak, second by Commissioner Palicki. Motion carried by voice vote, all ayes, the meeting adjourned at 4:14 p.m.

Jon Kolssak, Secretary
Wheeling Board of Fire and Police Commissioners

Approved August 11, 2023

MINUTES OF THE SPECIAL MEETING
OF THE WHEELING BOARD OF FIRE AND POLICE COMMISSIONERS
MAY 22, 2023 @ 8:00 AM
WHEELING VILLAGE HALL
SCANLON CONFERENCE ROOM
2 COMMUNITY BOULEVARD, WHEELING, ILLINOIS

1. CALL TO ORDER

Vice-Chair Palicki called to order the meeting of the Wheeling Board of Fire and Police Commissioners at 8:01 a.m.

Deputy Clerk Henneberry called the Roll:

Present: Commissioner Al Palicki, Commissioner Jon Kolssak, and Commissioner Michael Murphy

Absent: Chairperson Michael Moran

Chairperson Moran was absent with prior notice.

Deputy Police Chief Al Steffen, Police Commander Jim Borchardt, and Deputy Clerk Karen Henneberry were also present.

2. APPROVAL OF MINUTES - None

3. CITIZEN CONCERNS & COMMENTS - None

4. NEW BUSINESS - None

5. EXECUTIVE SESSION

Motion by Commissioner Kolssak, second by Commissioner Murphy to recess to enter into Executive Session for the purpose of discussing:

- a) The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee(s) of the Village of Wheeling.
Police Lateral Interview

Final Resolution: Motion approved; the open Meeting recessed at 8:02 a.m.

Ayes: Commissioners Palicki, Kolssak, and Murphy

Absent: Chairperson Moran

[Reconvene from Executive Session]

Motion by Commissioner Kolssak, second by Commissioner Murphy to reconvene into open session. Motion carried by roll call vote, all ayes, one absent, the open meeting reconvened at 8:37 a.m.

6. ACTIONS ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Motion by Vice-Chair Palicki, second by Commissioner Kolssak to extend a conditional offer of employment to Viktoriia "Vika" Kuzmykha pending psychological and medical examinations.

Final Resolution: Motion Approved

Ayes: Commissioners Palicki, Kolssak, and Murphy
Absent: Chairperson Moran

OFFICIAL COMMUNICATIONS - NONE

7. ADJOURNMENT

Motion to adjourn by Commissioner Kolssak, second by Commissioner Murphy.
Motion carried by voice vote, all ayes, one absent, the meeting adjourned at 8:38
a.m.

Jon Kolssak, Secretary
Wheeling Board of Fire and Police Commissioners

Approved August 11, 2023

MINUTES OF THE SPECIAL MEETING
OF THE WHEELING BOARD OF FIRE AND POLICE COMMISSIONERS
MAY 25, 2023 @ 1:00 PM
WHEELING VILLAGE HALL
SCANLON CONFERENCE ROOM
2 COMMUNITY BOULEVARD, WHEELING, ILLINOIS

1. CALL TO ORDER

Vice-Chair Palicki called to order the meeting of the Wheeling Board of Fire and Police Commissioners at 1:01 p.m.

Deputy Clerk Henneberry called the Roll:

Present: Commissioner Al Palicki, Commissioner Jon Kolssak, and Commissioner Michael Murphy

Absent: Chairperson Michael Moran

Deputy Fire Chief Steve Mella, FD Executive Officer Ileen Bryer, and Deputy Clerk Karen Henneberry were also present.

2. APPROVAL OF MINUTES - None

3. CITIZEN CONCERNS & COMMENTS - None

4. NEW BUSINESS - None

5. EXECUTIVE SESSION

Motion by Commissioner Kolssak, second by Commissioner Murphy to recess to enter into Executive Session for the purpose of discussing:

- a) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (December 13 & 14, 2022)
- b) The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee(s) of the Village of Wheeling.
[FF/P Interviews]

Final Resolution: Motion approved; the open Meeting recessed at 1:03 p.m.

Ayes: Vice Chair Palicki, Commissioners Kolssak, and Murphy

Absent: Chairperson Moran

[Reconvene from Executive Session]

Motion by Commissioner Kolssak, second by Commissioner Murphy to reconvene into open session. Motion carried by roll call vote, all ayes, one absent, the open meeting reconvened at 3:02 p.m.

6. ACTIONS ON MATTERS DISCUSSED IN EXECUTIVE SESSION

- 1) Motion to strike the following candidates from **Fire** Eligibility Roster based on findings during the interview process, or they have declined to continue with the hiring process: Christian Kroeger, Jake Karlicek, Daniel Yoder, Kristoph Mallo, Kevin Howell, Michael Cerniglia, Sebastian Peters, and Madalyn Ullrich.

Motion by Vice-Chair Palicki, second by Commissioner Murphy.

Final Resolution: Motion Approved

Ayes: Vice Chair Palicki, Commissioners Kolssak, and Murphy

Absent: Chairperson Moran

- 2) Motion to strike the following candidates from **Police** Eligibility Register based on findings during the interview process, or they have declined to continue with the hiring process: Cristi Madam, Patryk Cimicki, Joseph Giolli, Patrick Pranica, Richard Barker, Hyengi Lee, Sam Huggett, Juliano Sciortino, Jenessa Hernandez, Raymond Arias, and Keving Sparks.

Motion by Vice-Chair Palicki, second by Commissioner Murphy.

Final Resolution: Motion Approved

Ayes: Vice Chair Palicki, Commissioners Kolssak, and Murphy

Absent: Chairperson Moran

- 3) Motion by Commissioner Kolssak, second by Vice-Chair Palicki to proceed as follows:

- Extend a conditional offer of employment to Bart Karpiesiuk pending medical and psychological testing.
- Retain on list Carl Ference, Luke Nolan, and Edgar Gomez.

Final Resolution: Motion Approved

Ayes: Vice Chair Palicki, Commissioners Kolssak, and Murphy

Absent: Chairperson Moran

OFFICIAL COMMUNICATIONS

DC Mella announced that Jason Macauley's last day is June 2nd and that there will be a going away event on June 5 at 3:30 p.m. at Kilcoyne's Redwood Inn.

7. ADJOURNMENT

Motion to adjourn by Commissioner Kolssak, second by Commissioner Murphy.
Motion carried by voice vote, all ayes, one absent, the meeting adjourned at 3:07 p.m.

Jon Kolssak, Secretary
Wheeling Board of Fire and Police Commissioners

Approved August 11, 2023

August 21, 2023 - August 27, 2023

August 2023							September 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Monday, August 21

- 2:00pm - Administrative Hearings (Board Room) ↻
- 6:30pm - Village Regular Meeting -- Village Hall Board Room ↻

Tuesday, August 22

Wednesday, August 23

- 6:30pm - Joint Village Board/Plan Commission Meeting (Public Works Lunchroom) ↻

Thursday, August 24

Friday, August 25

Saturday, August 26

Sunday, August 27