

Minutes – Shields Township Board of Trustees  
Regular Meeting April 22nd, 2021

STATE OF ILLINOIS, )  
 Lake County, ) } SS.  
 Town of Shields )

THE TOWN BOARD OF SHIELDS TOWNSHIP held its regular monthly meeting in person and by Zoom due to COVID on April 22nd, 2021 at 6:31 p.m.

|         |                     |              |
|---------|---------------------|--------------|
| PRESENT | Terry Darraugh      | Supervisor   |
|         | Joy Gayter          | Clerk        |
|         | Kathryn Walker-Eich | Town Trustee |
|         | Kathy Blahunka      | Town Trustee |
|         | Matt Garrity        | Town Trustee |
|         | Jeff Urso           | Town Trustee |

1. **Meeting Called to Order**  
Supervisor Darraugh called the meeting to order at 6:31 p.m.
  
2. **Roll call** – Also in attendance were Assessor Helton and Road Commissioner Anderson
  
3. **Pledge of Allegiance** - Supervisor Darraugh opened the meeting with the Pledge of Allegiance
  
4. **Presentation of Cash Balances for Town Fund, GA and Road and Bridge**  
Supervisor Darraugh presented cash balances by fund;  
 Town Fund - \$541,532.03  
 General Assistance – \$67,781.76  
 Road and Bridge - \$460,204.38
  
5. **For Action – Motion to approve minutes from March 2021 board meeting**  
A motion by Trustee Blahunka, seconded by Trustee Walker-Eich to approve the minutes of the March 25th regular meeting passed by 5-0 on a roll call vote.
  
6. **For Action – approve bills**  
**Town Fund** - Trustee Blahunka questioned a bill from Toirma for \$27,984.00 listed as annual membership. Supervisor Darraugh explained that this was for the Assessor’s office, Road and Bridge and the Supervisor’s office for Insurance and that normally this would have been sent as separate bills. It will be corrected to go under Insurance in accounting.  
 Trustee Blahunka motioned to approve the payment of \$76,637.55 for Town Fund Expenses and it was seconded by Trustee Garrity, the motion passed by 5-0 on a roll call vote.

**General Assistance** – Lake County gave the township the first half of a grant for rental assistance in the amount of \$62,500. The Federal Emergency Rental Assistance (FERA) will be used to help township residents. A motion by Trustee Blahunka, seconded by Trustee Walker-Eich, to approve the payment of General Assistance expenses in the amount of \$7,463.12 passed by 5-0 on a roll call vote.

**Road and Bridge** – The final bill was received from Chicagoland Paving for \$12,155.04. Commissioner Anderson agreed with the total and will double check the waivers before releasing the check. Trustee Blahunka motioned to approve the payment of Road and Bridge Expenses in the amount of \$24,353.11 the bills and it was seconded by Supervisor Darraugh, and passed by 5-0 on a roll call vote.

**7. For approval – Budget and Appropriations for Road and Bridge Fund FY22**

Discussions continued between the ongoing board trustees and the outgoing Road Commissioner and trustees on what the budget should be for the year 2022.

Supervisor Darraugh explained that road projects are generally done every other year as it is more economical to do larger projects. There would normally have been a project in 2020 but it did not happen due to COVID. This means that last year's road paving budget can be added into this year's budget.

Supervisor Darraugh motioned to approve a Budget for \$620,400.00, Trustee Walker-Eich seconded the motion and it passed by 5-0 on a roll call vote.

**8. Reports**

**Trustees** – Trustee Urso thanked Trustee Blahunka, Trustee Garrity and Clerk Gayter for their four years' service with the township

**Highway Commissioner** – none

**Assessor** – The Assessor commented that oversight directives by the current Lake County Assessor will allow the township to have more autonomy to make changes to assessments within their boundaries. Individual townships now have the responsibility to generate sales ratio studies previously generated by the County. After completing the sales ratio study, eleven neighborhoods with approximately 900 residences in Shields, had their assessments adjusted with a Township Factor.

**Supervisor** – The Supervisor read a statement of her accomplishments and addressed Trustee Blahunka's comments about the roads in Knollwood from last month's meeting (see attached). Supervisor Darraugh thanked the board and staff for all their support over the last 4 years.

**11. Public Comments** – None

**12. Adjournment** - The meeting was adjourned at 7:21 p.m. by Supervisor Darraugh, seconded by Trustee Urso

---

Joy Gayter, Town Clerk