

Minutes – Shields Township Board of Trustees
Regular Meeting April 18, 2019

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

THE TOWN BOARD OF SHIELDS TOWNSHIP met at the Shields Township office for its regular monthly meeting on April 18, 2019 at 6:30 p.m.

PRESENT: Teresa Darraugh _____ Supervisor
Joy Gayter _____ Clerk
Kathy Blahunka _____ Town Trustee
Matt Garrity _____ Town Trustee
Heather Kerr _____ Town Trustee
Kristin Strom _____ Town Trustee

I. Meeting Called to Order

Supervisor Darraugh called the meeting to order at 6:30 p.m.

II. Roll Call: see above. Road Commissioner Anderson, Assessor Helton and Attorney Krafthefer were also in attendance.

III. Pledge of Allegiance

Supervisor Darraugh opened the meeting with the Pledge of Allegiance.

IV. Closed session – Minutes submitted separately.

V. Presentation of Cash Balances: Cash on Hand by Fund,

Supervisor Darraugh presented cash balances by fund;

Town Fund - \$569,179.51

General Assistance - \$1,231.00

Road and Bridge - \$271,099.59

VI. For Action – Motion to approve minutes from March 2019

Minutes were amended under Township reports - Trustees – the line “because of transportation difficulties” is to be deleted and the line “want additional money and services for North Chicago” to be added.

A motion by Trustee Blahunka, seconded by Trustee Kerr to approve the March minutes passed by 5-0 on a roll call vote.

VII. For Action – Motion to approve bills:

- i. **Town Fund Bills** – A motion by Trustee Blahunka, seconded by Trustee Kerr, to approve the payment of Town Fund expenses in the amount of \$39,775.89 passed by 5-0 on a roll call vote.

- ii. **Road and Bridge** – A motion by Trustee Garrity, seconded by Trustee Blahunka, to approve the payment of Road and Bridge expenses in the amount of \$11,253.28 passed by 5-0 on a roll call vote.
- iii. **General Assistance** – A motion by Trustee Strom, seconded by Trustee Garrity, to approve the General Assistance expenses in the amount of \$2,599.45 passed by 5-0 on a roll call vote.

VIII. **For discussion and vote regarding videographer**

Ed Whitehead offered to record the meetings on a volunteer basis for the near future. Supervisor Darraugh reached out to other local townships and learned that only two of twelve who responded recorded their meetings. There was much discussion on the need to record the meetings with Trustees Blahunka and Strom feeling that there is a need for transparency. Trustee Strom researched some options and the cost would be between \$160 and \$225 a month. Suggestions were made to record it on a small handheld device and upload it onto YouTube. Trustee Garrity offered to do more research and will present his findings at the next meeting.

IX. **For discussion and vote regarding road safety related to baseball season**

Resident Jeff Urso asked that the township consider purchasing two road safety signs for use for baseball and any other outdoor activities taking place in the park, after a child was hit by a car in 2018. The cost of the signs is \$165 each. There was discussion on who would be responsible for set up and removal each time. Jeff also asked about the possibility of switching the No Parking signs to the other side of the street but this would need to be approved by the County. Supervisor Darraugh agreed to pay for the signs.

IX. **Township Reports**

- i. **Trustees** – Trustee Blahunka brought up the discussion from last month concerning the tracking of demographics of residents using Shields Township services. It was requested last month that staff track the community of each service request that they receive which was not provided in this month's reports. Supervisor Darraugh does not agree that this is necessary
- ii. **Highway Commissioner** – The past month has been busy patching pot holes taking plows off and then putting them back on again. The road paving project should be finished in May and additional patching will be done if budget allows.
- iii. **Assessor** – Assessor Helton, Supervisor Darraugh and Trustee Garrity represented the Township at a ward meeting in North Chicago on April 13th. He was pleased to inform the North Chicago residents that sales of property over the last 3 years are indicating an active market with house prices rising. Unfortunately, this is not the case for the higher end homes in Lake Forest which are seeing a decrease in value. The adoption of the new Tyler system is going smoothly and will be tested in the coming weeks as properties are added into the system. Blue cards will be mailed out in July or later and the County hopes that this will not delay bills going out in 2020. Marti Paulson, the Lake County Supervisor of Assessments is retiring on May 10th and the search is on for an interim supervisor. The office has been working on standardizing forms that are given out to law firms.

Supervisor Helton's Vacancy form was adopted for use by the rest of the county. The Lake County Assessors are hopeful that there will be a better relationship with the Board of Review now that a new board is in place.

There were a few questions from the board which included whether the new Supervisor of Assessments should be an appointed position and not elected. The opinion was that it should be an appointed position as there are many skills needed to be successful. It was also asked if there was any talk of townships consolidating their assessor's offices. This has not been discussed but the different townships are collaborating more and sharing ideas.

iv. Supervisor – The Request for Proposal for Solid Waste Collection services has been received. It will go out for bid in June and we should have a contract by July with services set to begin in December.


Services requested by North Chicago are grass cutting, snow removal, pantry access, youth services, scholarships and Park District Programs

XI. Public Comment – Raymond Cervantes complained about the road conditions on Frontage Road by Route 41. He has contacted IDOT, Road Commissioner Anderson stated that the road is a private road and is the responsibility of the owner's association.

Jeff Urso mentioned that the Knollwood Block Party will take place on July 13th.

XII. Adjournment

The meeting was adjourned at 7:42 p.m. motioned by Supervisor Darraugh with all in favor.



Joy Gayter, Town Clerk