

Minutes-Shields Township Board of Trustees  
Regular Meeting January 17, 2019

THE TOWNSHIP BOARD OF SHIELDS TOWNSHIP met at the Shields Township office for its regular monthly meeting on January 17, 2019 at 6:30 pm.

PRESENT: Teresa Darraugh \_\_\_\_\_ Supervisor  
Kathy Grum \_\_\_\_\_ Clerk  
Kristin Strom \_\_\_\_\_ Town Trustee  
Kathy Blahunka \_\_\_\_\_ Town Trustee  
Bill Brown \_\_\_\_\_ Town Trustee  
Matt Garrity \_\_\_\_\_ Town Trustee

Supervisor Darraugh swore in Kathy Grum as Clerk.

Township Assessor Scott Helton and Highway Commissioner Scott Anderson were also present.

- I. **Meeting Called to Order**  
Supervisor Darraugh called the meeting to order at 6:30pm.
- II. **Roll Call:** see above
- III. **Pledge of Allegiance**  
Supervisor Darraugh opened the meeting with the Pledge of Allegiance.
- IV. **Presentation of Cash Balances: Cash on Hand by Fund**  
Supervisor Darraugh presented cash balances by fund:  
Town Fund-\$857,552.06  
General Assistance-\$3,471.77  
Road and Bridge-\$419,702.50
- V. **For Action - Motion to approve Town Board Minutes from December 13, 2018**  
A motion by Trustee Blahunka, seconded by Trustee Brown to approve amended December Town Board Minutes passed by 5-0 on a roll call vote.
- VI. **For Action - Motion to approve Town Funds expenses**  
A motion by Trustee Strom to approve expenses of \$49,850.22 seconded by Trustee Garrity passed 5-0 on a roll call vote.
- VII. **For Action - Motion to approve Road and Bridge expenses**  
A motion by Trustee Garrity to approve expenses of \$263,510.01 seconded by Trustee Blahunka passed 5-0 on a roll call vote.

**VIII. For Action - Motion to approve General Assistance bills**

A motion by Trustee Blahanka to approve \$103.50 seconded by Trustee Strom passed  
5-0 on a roll call vote.

**IX. For Approval - Transfer funds of \$20,000 from Town Fund to General Assistance**

A motion by Trustee Brown, seconded by Trustee Blahunka approved the transfer of funds.

**X. For Presentation-FY20 budget**

Supervisor Darraugh addressed Trustee Blahunka's question of why the legal fees had increases citing citizen complaint with AG, questioning from trustees, putting refuse referendum on the ballot, employee issues and tax abatement challenges. Trustee Blahunka asked that the fee for intern be moved to employment area of budget to avoid confusion. Miscellaneous will be renamed Supervisor discretionary fund. Highway Commissioner Anderson asked that line item 66200 be changed from \$300,000 to \$100,000. The budget will be discussed at the Feb workshop and approved afterwards at the board meeting.

**XI. For approval - Change date of February board meeting from 21<sup>st</sup> & approve meeting dates for 2019**

After discussion trustees were to let Supervisor Darraugh know availability for February 25 or 26 with a 6pm budget meeting followed by regular meeting at 6:30pm.

**XII. Reports**

- i. **Trustees**-No Trustee reports
- ii. **Highway Commissioner**-No Highway Commissioner report.
- iii. **Assessor**- Continuing work on Quadrennial Assessment, the Tyler system is nearly operational with Kelly, Jill and Andrea going to Waukegan and adapting to the new system. Plans to have residential land values in place within 60 days. Also working with neighboring townships to have more uniform values which is complicated by communities' being in multiple townships. Chairman Barrington of Lake County assessors appointed Assessor Helton Chairman of Commercial Valuation for Lake County.
- iv. **Supervisor**-Trustee Brown's last meeting will be February. Trustee Brown was thanked for his service and sage advice. He was also appreciated as a mentor. Gratitude for his being an instrument of change for the township in addressing taxpayer burden was also expressed. After discussion regarding a replacement and the process, Trustee Brown suggested each member bring forth a qualified candidate by February 1, 2019. Trustees will contact by phone if they are not familiar with the candidate. A discussion will be held at the February meeting followed by a vote. Trustee Brown will vote and resign after the vote.

**XII. Public Comment:**

Anthony Coleman expressed his concern that the process be fair and take into consideration that no one on the current board is from North Chicago. He thanked Supervisor Darraugh and the board for support through the holidays and at Thanksgiving for the seniors. Carl Evans 3<sup>rd</sup> Ward Alderman from North Chicago spoke to the process for a replacement trustee. He also expressed concern for the budget and assistance for snow removal and grass cutting and food pantries among the various communities included in the township.

**XIV Adjournment**

The meeting was adjourned at 7:10 pm motioned by Supervisor Darraugh and seconded by Trustee

The date of the next meeting was not determined but will include a budget meeting at 6pm prior to regular meeting at 6:30pm.

  
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Kathy Grum, acting Town Clerk