

Minutes – Shields Township Board of Trustees
Regular Meeting May 16, 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 May 16, 2019 at 6:30 p.m.

PRESENT: Teresa Darraugh _____ Supervisor
Joy Gayter _____ Clerk
Kathy Blahunka _____ 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: Trustee Garrity and Road Commissioner Anderson were unable to attend. Assessor Helton and Attorney Asprooth from Ancel Glink were also in attendance.

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 - \$508,787.49

General Assistance - \$951.77

Road and Bridge - \$262,483.80

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

The minutes for the closed session from April's meeting were approved on a motion by Trustee Blahunka, seconded by Trustee Kerr and passed by 4-0 on a roll call vote.

The regular meeting minutes were approved on a motion by Trustee Blahunka, seconded by Trustee Strom and passed by 4-0 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 \$71,355.79 passed by 4-0 on a roll call vote.

- ii. **Road and Bridge** – A motion by Trustee Strom, seconded by Trustee Kerr, to approve the payment of Road and Bridge expenses in the amount of \$23,648.45 passed by 4-0 on a roll call vote.
- iii. **General Assistance** – Trustee Blahunka questioned an expense for a Miscellaneous item of \$50.03 – it was agreed that it would be accepted pending a detailed explanation by Supervisor Darraugh
A motion by Trustee Blahunka, seconded by Trustee Kerr, to approve the General Assistance expenses in the amount of \$1,500.91 passed by 4-0 on a roll call vote.

VII. Ongoing discussion regarding taping meetings – trustee report Matt Garrity

Please see attached report prepared by Trustee Garrity and presented in his absence. The Supervisor also contacted Nicky Snoblin – the Shields Township webmaster - to solicit her recommendations. It was decided by the board to purchase a moderately priced video camera and test it out over several months to see if this met the needs of the township.

VIII. Township Reports

- i. **Trustees** – Trustee Blahunka passed out a report regarding the request for metrics for services provided by the Township. Please see the attached copy.
- ii. **Highway Commissioner – None**
- iii. **Assessor** – Moving ahead with new Tyler System starting in North Chicago and working South. It is working well so far and the Assessor thanked his staff for their hard work. Several local assessors have noted that some tax bills are incorrect. It was found that even though an exemption was listed it was not included in the calculation. It was recommended that the public should be informed to check their bills for accuracy.
- iv. **Supervisor** – The June meeting will be at City Hall in North Chicago. The Township Audit has been completed and results should be available at the August meeting. The Passport Agency recognized the Shields Township facility as one of the top of over 700 offices offering passport services in the Chicagoland area. ~~This is due in part to having Abbot Labs as a neighbor.~~
The supervisor wanted to comment on Emergency Assistance as discussed at the last meeting. She asked Attorney Asprooth from Ancel Glink to comment. A memo outlining the regulations is attached.

IX. Public Comment – None

XII. Adjournment

The meeting was adjourned at 6:54 p.m. motioned by Supervisor Darraugh and seconded by Trustee Kerr with all in favor.

MPD

Joy Gayter, Town Clerk

MIKE P. DARRAUGH II