

Minutes – Shields Township Board of Trustees  
Regular Meeting November 21, 2019

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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 November 21, 2019 at 6:30 p.m.

PRESENT: Terry Darraugh ✓	Supervisor
Joy Gayter	Clerk
Matt Garrity ✓	Town Trustee
Heather Kerr ✓	Town Trustee
Kathleen Blahunka ✓	Town Trustee
Kristin Strom ✓	Town Trustee

**I. Meeting Called to Order**

Supervisor Darraugh called the meeting to order at 6:33 p.m.

**II. Roll Call:** Assessor Helton and Road Commissioner Anderson 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 - \$798,812.97

General Assistance - \$2,917.05

Road and Bridge - \$465,835.04

**V. For Action – Motion to approve minutes from September and October 2019**

The September minutes were amended and approved on a motion by Trustee Kerr, seconded by Trustee Garrity passed by 5-0 on a roll call vote.

The October minutes were approved on a motion by Trustee Blahunka, seconded by Trustee Garrity and passed by 5-0 on a roll call vote.

**VI. For Action – Motion to approve bills:**

- i. **Town Fund Bills** – A motion by Trustee Kerr, seconded by Trustee Garrity, to approve the payment of Town Fund expenses in the amount of \$44,863.55 passed by 5-0 on a roll call vote.
- ii. **Road and Bridge** – A motion by Trustee Garrity, seconded by Trustee Garrity, to approve the payment of Road and Bridge expenses in the amount of \$7,132.97 passed by 5-0 on a roll call vote.
- iii. **General Assistance** – A motion by Trustee Strom, seconded by Trustee Kerr, to approve the General Assistance expenses in the amount of \$500.00 passed by 5-0 on a roll call vote.

**VII. For approval – ordinance to enforce refuse referendum**

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

**VIII. For discussion – ongoing budget/levy for FY 2021**

Supervisor Darraugh gave a brief overview of the current financial position of the Township in preparation of approving the levy which must be approved in December. She explained that the Township receives funds in June and November.

**IX. Township Reports**

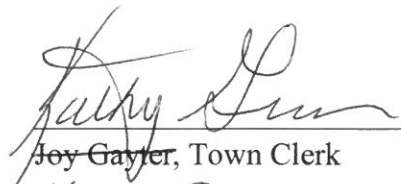
- i. **Trustees** – No report
- ii. **Highway Commissioner** – The paving bill should be arriving any day. The department has already been out several times to salt and plow roads. They missed the early purchase discount for salt but have plenty from last year and can use the Counties salt if necessary and replace next year. Supervisor Darraugh asked if any tree trimming would be done over the winter – The Highway Commissioner confirmed that it would be done weather permitting and that they have a list of about a dozen that need to be removed. There is also a list of culverts to be repaired that may not get done this year, depending on weather, as the asphalt companies usually close by Thanksgiving.
- iii. **Assessor** – The office has received approximately 1500 appeals from residents and hearings started 2 weeks ago. The County is almost done with appeals from North Chicago are and will be starting on Lake Bluff, followed by Lake Forest.  
 Very few complaints have been received from the industrial park in Lake Bluff where there were substantial increases in assessments. There is still a lot of work to be done as hearings have to be attended and evidence submitted in order to defend the assessments.
- iv. **Supervisor** – The carts will be delivered this coming Monday ready for the start of the new Refuse contract. The Supervisor reminded us that Alderman Carl Evans from North Chicago again extended the invitation to come to the Foss Park Holiday Party to be held on December 19<sup>th</sup> from 5 to 10 pm

**X. Public Comment**

Nicki Snoblin of Knollwood asked the board for their preliminary thoughts on how the budget and levy will be handled once the Highway Department is dismantled. The Commissioner thought it would still be a separate levy as the County takes a share for the other municipalities in Shields. Contact has been made with the County, Village of Lake Bluff and other local townships to gain information on the next steps. The Commissioner stated that the County does not have the equipment to handle the township and that Lake Bluff contracts out its own roads as they do not have the manpower. He also gave the opinion that it may be best to contract out as our equipment is close to needing to be replaced as it is extremely costly.

**XII. Adjournment**

The meeting was adjourned at 7:08 p.m. by Supervisor Darraugh.

  
Joy Gayler, Town Clerk

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Kathy Grum