

Minutes – Shields Township Board of Trustees
Regular Meeting October 19, 2017

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 October 19, 2017 at 6:30 p.m.

PRESENT: <u>Teresa Darraugh</u>	Supervisor
<u>Joy Gayter</u>	Clerk
<u>Kathy Blahunka</u>	Town Trustee
<u>Bill Brown</u>	Town Trustee
<u>Kristin Strom</u>	Town Trustee

Road Commissioner Scott Anderson, Assessor Scott Helton and Attorney Brian Winter were also present.

I. Meeting Called to Order

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

II. Roll Call

Mathew Garrity was not in attendance.

III. Pledge of Allegiance

Supervisor Darraugh opened the meeting with the Pledge of Allegiance.

IV. For Action – Motion to approve Town Board minutes from September 21, 2017

A motion by Trustee Blahunka to approve the minutes from September 21, 2017, was seconded by Trustee Brown, and approved unanimously by roll call.

V. Presentation of Cash Balances: Cash on Hand, Town Fund, General Assistance, Road and Bridge

Supervisor Darraugh presented cash balances by fund.

VI. For Action – Motion to approve bills:

- i. **Town Fund Bills** – A motion by Trustee Blahunka, seconded by Trustee Brown, to approve the payment of Town Fund expenses in the amount of \$56,590.83 passed by 4-0 on a roll call vote.
- ii. **Road and Bridge** – A motion by Trustee Blahunka seconded by Trustee Brown to approve the payment of Road and Bridge expenses in the amount of \$8,861.28 passed by 4-0 on a roll call vote.
- iii. **General Assistance** – A motion by Trustee Brown seconded by Trustee Blahunka to approve the General Assistance expenses in the amount of \$900.00 passed by 4-0 on a roll call vote.

VII. For Approval – Transfer of \$10,000 from the Town Fund to the GA account:

A motion by Trustee Blahunka to approve the transfer of \$10,000.00 from the Town Fund account to the General Assistance account was seconded by Trustee Brown, and approved unanimously by roll call.

VIII. A Resolution to authorize execution of a sub-lease of a portion of property located at 906 Muir Avenue, Lake Bluff, IL to the Phoenix Rising Foundation:

A motion by Trustee Blahunka to authorize the execution of a sub-lease of a portion of property located at 906 Muir Avenue, Lake Bluff, IL to the Phoenix Rising Foundation For \$150.00 a month, which will expire in April 2018 was seconded by Trustee Brown and approved unanimously by roll call.

IX. For discussion Foss Park and Veteran's association to do snow removal and grass cutting for seniors and disabled in Shields Township:

Supervisor Darraugh would like to start a Snow removal program for Seniors and Disabled residents in the Township. The program could accommodate 24 applicants who would be recommended either by their Alderman or Catholic Charities. They would be charged \$7.00 per service and be billed monthly. A budget has been prepared that estimates the cost for two part-time supervisors, snow shovels, warm outerwear for the volunteers and money for gas. The equipment would be stored at Foss Park. The volunteers would consist of Veterans.

Trustees Brown and Strom both brought up concerns about the liability for the Township. Attorney Winter is going to look at the proposal and it will be discussed further at a future meeting.

Trustee Brown also mentioned that the budget should be amended as it has changed from what was originally agreed upon.

X. For discussion name change of Shields Township news NFP (501 C-3) and permission to put Passport fees in account:

Supervisor Darraugh suggested that the former Shields Township News NFP (a 501 C-3 organization) be started again but with a name change. It would be funded by passport fees and would allow the public to donate money and goods. The organization would be run by the Supervisor and a board would be appointed.

Trustee Brown pointed out that the bylaws would need to be rewritten which could prove to be costly. He also questioned what the mission of the organization would be.

Supervisor Darraugh will get an estimate of what the attorney cost would be and it will be discussed more at a future meeting.

XI. Township Reports

- i. **Trustees** – No report
- ii. **Highway Commissioner** – Commissioner Andersons staff has been busy repairing equipment, patching roads and cleaning up the last of the storm debris
- iii. **Assessor** – Assessor Helton is extremely satisfied with the purchase of Costar, a computer program that provides commercial real estate information and analytics. It has already been used to defend several of the Townships assessments.
- iv. **Supervisor** – Contracts for Dial-a Ride should be ready for approval at next month's meeting.
- v. The new phone system has been installed and is working well

X. Adjourn

The meeting was adjourned at 7:15 motioned by Trustee Blahunka and seconded by Trustee Strom.



Joy Gayter, Town Clerk