

Minutes – Shields Township Board of Trustees
Monthly Town Meeting December 17th, 2020

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

THE TOWN BOARD OF SHIELDS TOWNSHIP held its monthly Town meeting by Zoom due to COVID on December 17th, 2020.

PRESENT	Terry Darraugh	Supervisor
	Joy Gayter	Clerk
	Kathy Blahunka	Town Trustee
	Jeff Urso	Town Trustee
	Kristin Strom	Town Trustee

- 1. Meeting Called to Order**
Supervisor Darraugh called the meeting to order at 6:30 p.m.
- 2. Roll Call:** Road Commissioner Anderson and Assessor Helton were not in attendance.
- 3. Pledge of Allegiance**
Supervisor Darraugh opened the meeting with the Pledge of Allegiance.
- 4. Presentation of Cash Balances: Cash on Hand by Fund**
Supervisor Darraugh presented cash balances by fund:
Town Fund - \$746,186.83
General Assistance - \$26,409.15
Road and Bridge - \$357,894.91
- 5. For Action – Motion to approve minutes from November 2020 board meeting**
The minutes for the regular meeting held on November 19th were approved on a motion by Trustee Blahunka, seconded by Trustee Strom and passed by 4-0 on a roll call vote.
- 6. For action – approve bills for:**
Town fund - Trustee Blahunka could not get the reports to tie up and was uncomfortable approving the bills. Trustee Strom cannot access her email to get the reports for review. She asked if someone could look into this. Trustee Urso recommended waiting for new reports and after review, approving at the January meeting.

Road and Bridge – Will rerun reports and approve the bills next month

General Assistance - Will rerun reports and approve the bills next month

7. For approval of George Roach Associates as Township Accountant

George Roach from George Roach Associates, Crystal Lake was present to introduce his company. They have been doing Governmental Accounting and audits since 1990. They have worked with Libertyville, Moraine and Grant townships. All staff have experience as Finance Officers for Municipalities.

Supervisor Darraugh motioned to approve George Roach Associates as Township Accountant, Trustee Blahunka seconded the motion, and it passed by 4-0 on a roll call vote.

8. For approval Town Fund Levy FY2022

Supervisor Darraugh reviewed property tax and replacement tax income and noted that our income is down \$71,000 for this time of year. This is mainly because payments could be paid in 4 segments instead of the usual 2. She is hopeful that the money will still be received. The Supervisor recommended that we postpone paying the grants to Mothers Trust and Foss Park until more income is received.

Supervisor Darraugh recommended freezing the Town Fund Levy for FY2022. Trustee Blahunka motioned to approve the levy for a total \$689,000, split into General Corporate Tax of \$674,000 and IMRF retirement tax of \$15,000. Trustee Strom seconded the motion and it passed by 4-0 on a roll call vote.

9. For approval Road and Bridge Levy FY2022

Supervisor Darraugh recommends raising the levy to the maximum allowable within the PTELL laws. The CPI set by state of Illinois is 2.3% for a total of \$630,000. Trustee Blahunka motioned to approve the levy for a total of \$630,000, Trustee Strom seconded the motion and it passed by 4-0 on a roll call vote.

10. Reports:

Trustees – Trustee Urso requests that there is a backup plan for plowing in case of COVID issues.

Highway Commissioner - none

Assessor - none

Supervisor – Supervisor Darraugh praised staff for a job well done for all their hard work during the pandemic. They are close to finishing out the \$52,000 CHIRP grant and have assisted 17 families with rent assistance and 6 families with utility assistance. This includes a sales rep who lost his business and health care workers and restaurant workers who lost jobs. Supervisor Darraugh read a letter of gratitude from a grateful resident who received help from the township. The Supervisor requested that the Board and Clerk come to the office in person on Monday, December 21st to sign documents.

11. Public comment

- 12. Adjournment** - The meeting was adjourned at 7:20 p.m. by Supervisor Darraugh, seconded by Trustee Blahunka

Joy Gayter, Town Clerk