



Shields Township

906 W. Muir Avenue, Lake Bluff, IL 60044

Regular Meeting of the Shields Township Board of Trustees

Thursday September 21, 2023 at 6:30 p.m.

STATE OF ILLINOIS)
LAKE COUNTY) ss.
TOWN OF SHIELDS)

THE TOWN BOARD OF SHIELDS TOWNSHIP held its Regular Monthly Meeting on Thursday September 21, 2023 at 6:30 pm.

- I. **Call to Order & Roll Call:** Supervisor Urso called the meeting to order at 6:30 pm. Clerk Grum took roll call; All were present including Trustees Garrity, Andersen, Weil and Machnicki and Supervisor Urso. None were absent. Also in attendance was Administrator Carl Kitzerow, Deputy Clerk Lisette Rothing, and Clerk Grum.
- II. **Pledge of Allegiance:** Supervisor Urso opened the meeting with the Pledge of Allegiance.
- III. **Public Comment: Three (3) minutes per speaker: Began at approximately 6:31 pm.**
 - a. **Janice Schnobrich:** At 6:31 p.m. Janice was restating concern related to IMRF pension funding accounts as presented at the last August 17th meeting. Supervisor Urso stated at the last meeting that he would call a meeting, but it still hasn't been called. She strongly suggests that the board investigate this matter.
 - b. **Heather Meyers:** At 6:36 p.m. Heather expressed concern that there was an email sent to the township board to be read at the last meeting and it was not read.
 - c. **Heather Aldridge:** At 6:37 p.m. an email sent by Heather was read where she expressed her support and gratitude for Dan Rogers. She stated that he has made a great difference in the flooding issues she and her neighbors have been experiencing. She stated that he deserves recognition for his outstanding work. She expressed concern about the interference from some residents who have a personal issue with Mr. Rogers as a newly appointed Road Commissioner for the Township. Heather believes that those who do not live within Shields Township should not have a say. She calls for us to stand up to this ongoing discrimination issue and let the staff focus on their jobs without interference.
- IV. **Reports:**

a. Supervisor's Report:

- i. Supervisor Urso stated that he received a recommendation from out IT advisor Constantine to replace his computer. Supervisor Urso read the letter from the IT advisor stating that the replacement for his computer will cost \$1,800.
- ii. Upon unanimous recommendation from the Roads Committee, there will be 4 new speed humps installed due to people's concerns regarding children at the nearby park. The plan is to put it out for a bid and hopefully get them installed before the end of this year.
 - i. Trustee Weil asked about the height of speed bumps and if that is being monitored; Supervisor Urso says the professionals will have specs that they will follow.
 - ii. Trustee Garrity asked how the speed bumps will affect wintertime? Supervisor Urso stated that is one of our goals to make sure they are drivable during winter. Carl Kitzerow stated that they will have salt to put there to help with melting so that they are visible.
- iii. A grant was submitted for a hydraulic study to help us with drainage issues around the Township.
- iv. The plan for next month is to move the Community Service Committee, the Roads Committee, the Township, and the Decennial Committee meeting to meet on the same day; the 3rd Thursday of the next month which is Thursday October 19th.
- v. Supervisor Urso stated that the Township is looking into signage in the area that needs updating to help with parking mitigation.

b. Trustees Report: None

c. Assessor's Office Report: Deputy Clerk Lisette Rothing read the Assessor's Report for Scott Helton:

- i. On March 22, 2023 we received a notice from the Chief County Assessment Office that the Shields Township Assessments were going to be equalized at 1.0720 which would have resulted in approximately a 7 percent increase for every property in Shields Township. Mr. Helton worked with AccuBase Solutions to decrease the Township Factor to 1.0092 which is a significant reduction.
- ii. Mr. Helton took on the tremendous task of revaluing all of the commercial land industrial buildings in the Township which resulted in fair and equitable recommended values for the 2023 Quadrennial period. These assessments will be published on September 28th and the final date to file any complaints or appeals will be October 30th.
- iii. Supervisor Urso reiterated that Scott is dedicated to what he does and he knows as a home owner himself that he is grateful for this hard work Mr. Helton has put in to reduce our Township factor.

d. Community Service Committee: None.

e. Road and Bridge Committee: We have saved a lot of money on recent projects. The \$148,000 estimated bid for paving and completing Birch and Adelpia Ave. actually came in at \$125,000 and was completed at \$111,000. The County is very

efficient and effective so we will continue to reach out to the county in the future instead of hiring privately for future road projects.

V. Approval of Bills:

- a. **Town Fund:** Supervisor Urso motioned to approve the Town Fund expenses in the amount of \$24,005.47. Trustee Garrity motioned and Machnicki seconded the motion. Clerk Grum took roll call vote: Ayes: Trustee Weil, Trustee Garrity, Trustee Machnicki, Trustee Andersen and Supervisor Urso; Nays: None. Motion carried.
- b. **General Assistance Fund:** The General Assistance fund expenses totaled \$0.
- c. **Road and Bridge Fund:** Supervisor Urso motioned to approve the Road and Bridge Fund expenses in the amount of \$7,366.08. Trustee Weil motioned to approve and Trustee Garrity seconded the motion. Clerk Grum took roll call vote: Ayes: Trustee Weil, Trustee Garrity, Trustee Machnicki, Trustee Andersen and Supervisor Urso; Nays: None. Motion carried.

VI. New Business:

- a. Approval of Regular Meeting Minutes of August 17th, 2023: Trustee Andersen motions to approve, Trustee Weil seconds the motion. Clerk Grum takes roll call and all are in agreement.
- b. Approval of Fiscal Year 2023 Audit:
 - a. Carl Kitzerow stated that we could not have an auditor here tonight but the report is in order. He states that there are no red flags. He also checked with an accountant who looked over the report and he confirmed that it was all in order as well. There is a copy of the Audit here at the Township Office.
 - b. Trustee Garrity motions to approve, Trustee Machnicki seconds the motion. Clerk Grum takes roll call and all are in agreement.

VII. Old Business

- a. Trustee Machnicki stated that he noticed after rain at the corner of Birch and Foster there was some flooding and overflow.
- b. Carl Kitzerow responded stating that he has set up a meeting with the company that did the work across the street for water mitigation to confirm that that work is not adding to the issue. He stated that we should see a significant improvement when the plants grow and develop in that area to soak up more water.
- c. Supervisor Urso added that there are volunteers who are planting native plants to help suck up the water. We have a hydraulic engineer on it to help as well and we will keep an eye on it over the winter.

VIII. Executive Session: No motion was made to go into Executive Session.

- IX. Adjournment:** Supervisor Urso motioned to adjourn the meeting. Trustee Garrity seconded the motion. Roll call vote conducted by Clerk Grum: Ayes: Trustee Weil, Trustee Andersen, Trustee Garrity, Trustee Machnicki and Supervisor Urso; Nays: None. Motion carried. The meeting adjourned at 6:57 pm.