



Shields Township

906 W. Muir Avenue, Lake Bluff, IL 60044

**Regular Meeting of the Shields Township Board of Trustees
Friday February 27, 2026, at 5:30 pm**

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

THE TOWN BOARD OF SHIELDS TOWNSHIP held its Regular Monthly Meeting on Friday February 27, 2026, at 5:30 pm.

PRESENT:

Kamila Urso	Supervisor
Lisette Rothing	Deputy Clerk
Michelle Parnell	Town Trustee
Catherine Oliver-Salbilla	Town Trustee
Christopher Prager	Town Trustee
Trent Swarthout	Town Trustee
Mark Kimzey	Township Attorney
Carl Kitzerow	Township Administrator

ABSENT:

Vanessa Grum Clerk

- I. Call to Order & Roll Call** – Supervisor Urso called the meeting to order at 5:36pm
- II. Pledge of Allegiance** – 5:37pm
- III. Presentation** - None
- IV. Public Comment – Three (3) Minutes per Speaker**
 - a. Janice Schnobrich** – Spoke about a charge in the January 2026 meeting financials in the amount of \$13,450 for the new Shields Township Custom

website. Mrs. Schnobrich stated that only \$93 dollars was previously allocated to website management. She believes that the website should have been up and running prior to the cost being reflected. Though the website is operational, Mrs. Schnobrich stated that nothing has been posted since September 2025 and believes this is concerning as she feels that the Township is not being committed to public transparency. Mrs. Schnobrich said she has been attending meetings for over 30 years and believes management attempts to discredit her. She stated that she has seen the transmission of public information deteriorate from marginally poor to extremely bad.

V. Reports

a. Supervisor – Supervisor Urso tells the community that Shields Township now offers Temporary Handicap Placards for those who qualify. It is free of charge for Shields Township Residents. All you must do is bring your doctors form and a valid ID. Supervisor Urso stated that if you or your family member needs assistance or if they have questions, please contact the Shields Township office.

b. Administrator – None

c. Assessor - None

VI. Approval of Bills – Supervisor Urso moved to approve the bills for the month of February with the total expenditures in the amount of \$61,599.11. Trustee Swarhout motioned to approve, and Trustee Parnell seconded the motion. There was no discussion, and everyone agreed to approve the bills as presented. Deputy Clerk Rothing took roll call.

a. Town Fund – in the amount of \$51,570.50

b. General Assistance – None

c. Road & Bridge – in the amount of \$10,028.61

VII. Old Business - None

VIII. New Business

a. Approval of the Regular Meeting Minutes of January 16, 2026 – Supervisor Urso moved to approve the minutes as presented. Trustee Oliver-Salbilla motioned to approve the minutes and Trustee Parnell seconded the motion. There was no

discussion. The motion carries and the minutes are approved. Deputy Clerk Rothing took roll call.

b. Approval of Resolution No. 022726-01, A Resolution to Authorize the Accumulation of Funds for Capital Improvements for the Township – Supervisor Urso talked about the resolution allowing Shields Township to establish a Capital Improvement fund which was never done before. This is money that is set aside and saved for bigger projects such as road related improvement purposes or replacement of Township owned or leased buildings, facilities, infrastructure, and other long-term capital assets of the Township. Shields Township lease is up in the next few years and funds could help with establishing a new property or perhaps building something. Trustee Prager suggests using the old Rockland firehouse as a possible new location for the Shields Township offices however it most likely will not work due to future projects and plans for the location the building is on now.

c. Approval of Ordinance No. 022726-01, FY2026 Amended Budget & Appropriation Ordinance – Supervisor Urso called upon Administrator Carl Kitzerow to propose a motion to pass the Budget and Appropriation Ordinance for the fiscal year beginning on March 1, 2025, and ending on February 28, 2026. Trustee Parnell Seconded the motion. There was minimal discussion as Trustee Prager asked for clarification of the expenses/amounts. Administrator Carl Kitzerow clarified the Ordinance for Trustee Prager stating the amounts that have been appropriated are needed or deemed necessary to defray all expenses and liabilities of Shields Township for Town and Road purposes. The total Appropriation amount is \$2,416,728.00 with the breakdown as follows. Deputy Clerk Rothing took roll call, and the Ordinance is approved as presented.

1. **Town:** \$992,280
2. **Assessor:** \$508,400
3. **Road:** \$416,048
4. **Capital Projects:** \$500,000

IX. Executive Session - None

X. Other Business – None

XI. Adjournment – Supervisor Urso moved adjourn the meeting. Trustee Swarhout motioned, and Trustee Oliver-Salbilla seconded the motion. All were in favor and the meeting adjourned at 5:58pm.