



Shields Township

906 W. Muir Avenue, Lake Bluff, IL 60044

**Regular Meeting of the Shields Township Board of Trustees
Thursday March 19th, 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 Thursday March 19th, 2026, at 5:30 pm.

PRESENT:

Kamila Urso	Supervisor
Vanessa Grum	Township Clerk
Catherine Oliver-Salbilla	Town Trustee
Christopher Prager	Town Trustee
Trent Swarthout	Town Trustee
Mark Kimzey	Township Attorney (via phone)
Carl Kitzerow	Township Administrator
Lisette Rothing	Deputy Clerk
Michelle Parnell*	Town Trustee (Via zoom)

*Supervisor Urso moves to approve Trustee Parnell via zoom. Trustee Prager motions to approve and Trustee Swarthout seconded the motion. Township attorney Mark Kimzey noted that she cannot vote because she is on vacation. Trustee Parnell subsequently left the meeting at 5:38 pm.

ABSENT: None

I. Call to Order & Roll Call: Supervisor Urso called the meeting to order at 5:35 pm and Clerk Grum took roll call. All trustees and Supervisor Urso present.

II. Pledge of Allegiance: 5:38 pm.

III. Executive Session: Supervisor Urso says that she sees no reason to go into executive session and moves to vote. Trustee Swarhout motions to approve and Trustee Prager seconds the motion. The regular meeting continues.

IV. Public Comment: Three (3) Minutes per Speaker:

a. Janice Schnobrich: At 5:39 Janice Schnobrich stated that Shields Township has not always been transparent. She continued with a statement to ensure that Shields Township management follows its legal obligations. Mrs. Schnobrich states that the Township had a discussion during the last annual town meeting regarding the start time of the next meeting. She states that the Administrator proposed moving the meeting to 5 pm, but ultimately it was voted to keep the 6:00 start time for the Annual Town Meeting time for the month of April. Then she listed the 2026 Deadlines for the meeting and its agendas. She also passed out a handout to all members of the board called, "Navigating the 2026 Annual Town Meeting: A Guide for Township Officials."

v. Reports:

a. Supervisor: 5:43 - Supervisor Urso reminds the Trustees to review the email regarding their economic interest forms which are due May 1st. Dan Rogers is looking to add a permit fee for work within the township that requires a permit. Discussion ensued. Trustee Oliver-Salbilla asks if this would delay emergency services and Administrator Carl Kitzerow confirms that it will not because this fee would only be for scheduled maintenance. Trustee Prager asks who is in charge of enforcing this permitting fee and checking on it. Administrator Kitzerow says that Mr. Rogers would monitor this, and the workers would need to check in with him before and after the work is completed. Trustee Oliver-Salbilla asks about where the revenue from this permit fee would go? Administrator Kitzerow says he thinks it would go to road fees. Supervisor Urso states that we can discuss this further next month.

- b. Trustee Prager** - Trustee Prager asked the board if they would be interested in us as a township working at ReNew in North Chicago. It is a communal situation where we will all help work together to build houses and do some landscaping. Previous trustee David Weil is principal there and many people are interested to do this. Kids can come. There is a link to it on the website. It is helping the community renew North Chicago. The intention is to have two new homes on every block in North Chicago. This is a push to own homes, so people take better care of it. When people rent, they don't take as good care of their property. Everyone sounded very supportive and interested in participating. Trustee Prager will get dates to present to the board for our next regular meeting.
- c. Administrator:** None.
- d. Assessors report:** None.
- e. Road and Bridge Report:** None.

VI. Approval of Bills: Supervisor Urso moved to approve all bills as listed below for a total expenditure amount of \$53,212.58. Trustee Oliver-Salbilla motioned to approve and Trustee Swarhout seconded the motion. There was no discussion and all agreed. Clerk Grum took roll call and all approved the bills as presented below. Motion carries.

- a. Town Fund:** In the amount of \$50,176.54 with \$2,600 of this total for the General Assistance Fund.
- b. General Assistance:** Included in the Town Fund as noted above.
- c. Road & Bridge:** In the amount of \$3,036.04.

VII. Old Business: None.

VIII. New Business:

- a. Approval of the Budget Hearing Minutes of February 27, 2026:** Supervisor Urso moves to approve the minutes. There is no discussion. Trustee Oliver-Salbilla motions to approve and Trustee Prager seconds the motion. All are in favor and the motion carries.
- b. Approval of the Regular Meeting Minutes February 27, 2026:** Supervisor Urso moves to approve the minutes. There is no discussion. Trustee Swarhout motions to approve and Trustee Prager seconds the motion. All are in favor and the motion carries.

- c. **Approval of the governmental accounting contract:** Supervisor Urso states that nothing is changing with this agreement and moves to approve. Trustee Swarhout motions to approve and Trustee Prager seconds the motion. All are in favor and the motion carries.
- d. **Approval of Annual Town Meeting Agenda for 6:30 PM: Supervisor Urso states that the** agenda for this meeting was provided to Trustees in their packets. There is no discussion. Supervisor Urso moves to approve the agenda. Trustee Swarhout motions to approve and Trustee Prager seconds the motion. All are in favor and the motion carries.
- e. **Consideration of staff compensation:** Supervisor Urso moves to table this agenda item for the next meeting. Trustee Swarhout motions to approve and Trustee Prager seconds the motion. All are in favor and the motion carries.

ix. Other Business:

- a. Prager - Rockland Fire District Meeting is happening on April 13th, 2026, at 6:00 - this will be interesting to see what will happen. Trustee Prager plans to attend and will make a report to present and bring back to Shields Township. This does affect us all because our community services are shared with Rockland Road. The original agreement was a 10 year plus another 10-year renewal option, and this may be coming up soon. A possible jump in taxes would need to be a referendum, says Attorney Kimzey. Typically, they limit the increases to 5% or CPI.
- x. **Adjournment:** Supervisor Urso moved to adjourn the meeting at 6:06. Trustee Oliver-Salbilla motioned, and Trustee Prager seconded the motion. All were in favor and the meeting adjourned at 6:07 pm.