



Shields Township

906 W. Muir Avenue, Lake Bluff, IL 60044

**Regular Meeting of the Shields Township Board of Trustees
Thursday, March 13th, 2025, at 5:00pm**

STATE OF ILLINOIS)

LAKE COUNTY) ss.

TOWN OF SHIELDS)

THE TOWN BOARD OF SHIELDS TOWNSHIP held its Regular Monthly Meeting on Thursday March 13th, 2025 at 5:00 pm.

PRESENT:

Vanessa Grum	Clerk
Jeff Urso	Supervisor
Michael Machnicki	Town Trustee
Matt Garrity	Town Trustee

ABSENT:

Lisette Rothing	Deputy Clerk
David Weil	Town Trustee
Brady Andersen	Town Trustee

- I. **Call to Order & Roll Call** – Supervisor Urso called the meeting to order at 5:03 pm. Clerk Grum took roll call; Trustee Garrity, Trustee Machnicki, and Supervisor Urso were present. Trustee Andersen, Trustee Weil and Deputy Clerk Lisette Rothing were absent. Also in attendance was Administrator Counselman Kimzey and Clerk Grum.
- II. **Pledge of Allegiance** – Supervisor Urso opened the meeting with the Pledge of Allegiance at 5:04 pm.
- III. **Approval of Bills** –
 - a. **Town Fund:** Supervisor Urso moved to approve the Town Fund expenses in the amount of \$55,200.56. Trustee Garrity motioned and Trustee Machnicki seconded the motion. Clerk Grum took roll call vote: Ayes: Trustee Machnicki, Trustee Garrity, and Supervisor Urso; Nays: None. Motion carried.
 - b. **GA Fund:** The General Assistance fund expenses totaled \$0 because they bill quarterly.

***Resident Ben Miller moved microphones in the middle of the meeting. Urso adjourned the meeting to ask him to stop. Mr. Ben Miller told Supervisor Urso to call the County Sherriff. Supervisor Urso responded by welcoming Mr. Miller to call the Sherriff if he would like. Mr. Miller said that he would. Supervisor Urso called the meeting back to order and continued on with the agenda.**

- c. Road and Bridge Fund:** Supervisor Urso moved to approve the Road and Bridge Fund expenses in the amount of \$3,931.24. Trustee Machnicki motioned to approve and Trustee Garrity seconded the motion. Clerk Grum took roll call vote: Ayes: Trustee Machnicki, Trustee Garrity and Supervisor Urso; Nays: None. Motion carried.

IV. Public Comment – Three (3) minutes per speaker:

- a. Janice Schnobrich:** At 5:05 pm, Mrs. Schnobrich recounted the February 20th Shields Township Board Meeting when a couple requested that the Shields Township Board incorporate a road into the road network so they could access their property. She continued, explaining that the Shields Township Road district was dissolved before 2021, and the funds previously allocated for the roads within the township were not returned to taxpayers, but instead redistributed to the “Corporate Fund” for the administration of the Township, some of which was used to pay legal fees. She stated that as of February 20th, 2025, \$39,578 in legal fees has been used to address Dan Roger’s objection to nomination petitions. Mrs. Schnobrich stated that despite spending thousands on legal fees, Shields Township struggles to finance unincorporated road construction within its jurisdiction.

V. Reports –

- a. Supervisor Report:** Supervisor Urso states that he appreciates Mrs. Schnobrich’s comment and cannot echo enough and agree with her more that Kathy Blahunka has cost the township lots of money in legal fees and thanks her for bringing it to everyone’s attention. He continues by giving an update on speed humps; He intends to install some more on the west side of Waukegan Rd. as spring comes as kids will be playing outside more and he would like to ensure the safety of all children by slowing down cars through the use of speed humps.
- b. Trustees Report:** None
- c. Assessor's Office Report:** None
- d. Community Service Committee Report:** None
- e. Road & Bridge Committee Report:** None

VI. Old Business – None

VII. New Business –

- a. Approval of Regular Meeting Minutes of February 20, 2025:** Supervisor Urso moves to approve the Regular Meeting Minutes of the Shields Township Board of Trustees from February 20th, 2025. Trustee Machnicki motions to approve and Trustee Garrity seconds the motion. Clerk Grum takes roll and all approve. Motion passes at 5:10 pm.

- b. **Approval of Annual Town Meeting Agenda:** Supervisor Urso moves to approve the Annual Town Meeting agenda for Tuesday April 8th, 2025 at 6:30 pm. Trustee Machnicki motions to approve and Trustee Garrity seconds the motion. Clerk Grum takes roll and all approve. Motion passes.
- c. **Approval of FY26 Tentative Budget & Appropriation Ordinance:** Supervisor Urso moves to approve the FY26 Tentative Budget and Appropriation Ordinance. Trustee Garrity motions to approve and Trustee Machnicki seconds the motion. There is no discussion. The budget is in the packets and emailed ahead of time. There will be a budget hearing right before the Regular Township Monthly meeting next month. Karl Kitzerow confirmed and stated that if people have questions regarding the budget, they can call him. Clerk Grum takes roll and all approve. Motion passes.
- d. **Approval of Governmental Accounting & Professional Services, LLC Contract:** Supervisor Urso moves to approve the Governmental Accounting & Professional Services, LLC Contract in the amount of \$25,200. Trustee Machnicki motions to approve and Trustee Garrity seconds the motion. There is a slight increase in cost of 5 %. Clerk Grum takes roll and all approve. Motion passes.
- e. **Consideration of Staff Compensation:**
 - i. **Office Staff -** Supervisor Urso moves to increase compensation for the office staff by 3.4 % effective March 1st 2025. Trustee Garrity motions to approve and Trustee Machnicki seconds the motion. Clerk Grum takes roll and all approve. Motion passes.
 - ii. **Road Staff -**
 - 1. Rob Beak: Supervisor Urso motions to increase compensation for Rob Beak by 3.4 % effective March 1st 2025. Trustee Machnicki seconds the motion. Clerk Grum takes roll and all approve. Motion passes.
 - 2. Dan Rogers: Supervisor Urso motions to move Dan Rogers to full time staff which will help alleviate the request for FOIAs to keep legal bills down and the Township will get more labor as well. He will have a capped salary of \$25,000/year. Supervisor Urso motions to approve and Trustee Garrity seconds the motion. Clerk Grum takes roll and all approve. Motion passes.

VIII. **Executive Session** – None

IX. **Adjournment** – At 5:16 pm, Supervisor Urso moved to adjourn the meeting. Trustee Machnicki motioned to adjourn and Trustee Garrity seconded the motion. All in favor said “aye” and the meeting was adjourned.