



Shields Township

906 W. Muir Avenue, Lake Bluff, IL 60044

Regular Meeting of the Shields Township Board of Trustees

Thursday, April 16, 2026, at 5:30pm

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

THE TOWN BOARD OF SHIELDS TOWNSHIP held its Regular Monthly Meeting on Thursday April 16th, 2026, at 5:37 pm.

PRESENT:

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

*Supervisor Urso announces that there is a physically present quorum and Trustee Swarthout will be joining the meeting via Zoom. Supervisor Urso motions to approve Trustee Swarthout via zoom after ensuring that he is out of town for work purposes. Trustee Prager seconded the motion. All agree and Trustee Swarthout is approved to join the meeting virtually.

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: 5:36 pm.

III. Executive Session: Supervisor Urso moves to adjourn the regular meeting to go into Executive Session. Trustee Oliver-Salbilla motions to adjourn and Trustee Parnell seconds the motion. There is no discussion. Clerk Grum calls roll, all agree, and the motion carries, and the regular meeting is adjourned at 5:40 pm. Supervisor Urso asks all people present to leave except for the board and the Clerk. Supervisor Urso called the Executive Session to order at 5:42 pm. The regular meeting was called back to order at 6:32 pm. All trustees and Supervisor Urso agree to resume the regular meeting. Clerk Grum takes roll call, and all are present.

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

- a. Wayne Spath:** Mr. Spath was signed up on the sheet to speak, but when called on, chose not to.
- b. Janice Schnobrich:** At 6:35 pm Janice stated that the Shields Township Board transferred \$500,000 from reserves into a capital fund earlier this year, largely using money originally collected for road funds. Her statement criticized the board for approving paving projects without a long-term road maintenance plan, community input, or clear data on road conditions. It also argued that newer board members made decisions without enough planning or expertise and should seek guidance from nearby townships.
- c. Jeff Urso:** At 6:37 pm Jeff stated that at the Annual Town meeting 2 nights ago the room was filled. He stated that the purpose of that was to convince people to vote no to allowing the Township to buy, sell or lease property. He states that they are trying to shut down the Township and can't do it, so they are trying to limit its power now. He urged the board to maintain integrity, put out the noise and continue to do what is right. Jeff said that it is not good for a Township Board to not be able to purchase and lease property.

V. Reports:

- a. Supervisor:** Supervisor Urso states that she worked with the school district, Bob Morgan, and IDOT to add a school crossing sign on both sides of 176. There will

not be any flashing lights because there is already a stop light. The signs should be here by the end of April and the crosswalk repainting will be done by the end of the summer. There is an application out for a crossing guard. Trustee Oliver Salbilla asked if there could be a no turn on red sign added. Discussion ensued.

b. Administrator: None.

c. Assessor: Administrator Carl Kitzerow reported that right now in the office they are very busy with tax exemptions because anyone over 65 can call the office if they need help understanding what to do. He encourages the residents to pass this along so that people can get the help they need.

I. Approval of Bills: Supervisor Urso moved to approve the bills as listed below for a grand total of \$67,069.07. Trustee Oliver-Salbilla motioned to approve, and Trustee Prager seconded the motion. Clerk Grum took roll call, and all agreed. Motion passes and bills are approved.

a. Town Fund: \$29,699.93

b. General Assistance: \$36,000.00

c. Road & Bridge: \$1,369.14

I. Old Business:

a. Consideration of Staff Compensation: Supervisor Urso motions to approve staff wages increase to reflect CPI for the Shields Township Office and Road employees. Trustee Oliver-Salbilla seconded the motion and there was no discussion. Clerk Grum takes roll call, and all approve. The motion carries.

I. New Business:

a. Approval of the Regular Meeting Minutes of March 19, 2026: At 6:45 pm, Supervisor Urso motions to approve the regular meeting minutes of March 19, 2026. Trustee Oliver-Salbilla motions to approve and Trustee Prager seconds the motion. There is no discussion. Clerk Grum takes roll call and the motion carries.

b. Approval of the FY27 Tentative Budget and Appropriation Ordinance: Supervisor Urso moves to approve the FY27 Tentative Budget and Appropriation Ordinance. Trustee Parnell motions to approve and Trustee Prager seconds the motion. There is no discussion. Clerk Grum takes roll call, and all approve. The motion carries.

c. Approval of the Right-of-Way Utility Permit Application and Fee Schedule:

At 6:50 pm, Supervisor Urso moves to table this so Dan Rogers can come in and do a presentation. Trustee Oliver-Salbilla has a fear that it will take more money from residents but also knows it can generate revenue. Carl comments that the most important part is that they have to fill out a formal permit to make sure they are bonded and insured. When there is a problem, you can follow up more easily with information from the permits. Trustee Prager comments that accountability is important. Trustee Prager motions to table this to a future meeting and Trustee Oliver-Salbilla seconds the motion. Clerk Grum takes roll call, and all approve.

d. Consideration of Purchase of New Township Truck: The township board discussed whether to begin the process of purchasing a new truck, driven by safety and reliability concerns with a 22-year-old vehicle that recently broke down during a snowstorm, slowing road salting and increasing risk. Carl Kitzerow recommended moving forward, noting that repair costs have added up and that the original \$70,000 budget estimate is too low, with a more realistic cost around \$150,000. Some trustees expressed concern about the financial strain of replacing multiple vehicles in consecutive years and questioned whether the township could delay, lease, or explore more affordable options such as purchasing used trucks from other townships. Overall, there was agreement that alternatives should be explored, but urgency remains due to safety and operational needs. Parnell motions to proceed with researching and advertising the purchase of a new township truck. Trustee Swarhout seconds the motion. Clerk Grum takes roll call. Trustees Prager and Oliver-Salbilla vote no, Trustees Swarhout and Parnell vote yes and Supervisor Urso votes yes. The motion passes 3-2.

e. Approval of Contract for Repaving Portion of Foster Ave. and North Ave. (dead ends) East of IL 43 and Portions of Blodgett Ave. and Jenkisson Ave. West of IL 43:

The board discussed awarding a road paving contract through the county's bidding process to avoid the added cost of hiring independent engineers and to benefit from the county DOT's expertise and oversight. Four bids were received, with Schroeder Asphalt submitting the lowest; the company has been used before and is considered reputable. The project, which is typically done

every two years, will be partially funded with \$30,000 from the Motor Fuel Tax fund. Trustee Parnell motioned to approve the contract. Trustee Oliver-Salbilla seconded the motion and Clerk Grum took roll call. The board unanimously approved the motion at 7:19 pm.

- f. Trustee Parnell and Trustee Prager discussed their commitment to the board.

At 7:20 pm, Trustee Parnell left the meeting

I. Other Business:

- a. Trustee Prager is following up on the ReNew project. He is expecting a date possibly in June/July and will keep us updated when he has more information.
- b. Trustee Oliver-Salbilla made an announcement that the board will be considering what proper role title Lisette should have and what is the right compensation for her role. She wanted to let everyone know that we will work hard to do research regarding this to make sure she is being properly compensated for her work.

II. Adjournment: Supervisor Urso moved to adjourn the meeting at 7:23. Trustee Oliver Salbilla motioned, and Trustee Prager seconded the motion. All were in favor and the meeting adjourned at 7:23 pm.