

Minutes – Shields Township Board of Trustees

Regular Meeting December 15, 2022

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STATE OF ILLINOIS, )  
Lake County,        )  
Town of Shields    )

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THE TOWN BOARD OF SHIELDS TOWNSHIP held its regular monthly meeting on December 15, 2022 at 6:30 p.m.

**PRESENT**

Tammy Bryan	Clerk
Brady Andersen	Town Trustee
Kathryn Walker-Eich	Town Trustee-Absent
David Weil	Town Trustee
Jeff Urso	Supervisor
Matt Garrity	Town Trustee

- I. **Meeting Called to Order & Roll Call** Supervisor Urso called the meeting to order at 6:30 p.m.
- II. **Pledge of Allegiance** – Deputy Supervisor Urso opened the meeting with the Pledge of Allegiance
- III. **Public Comments** –
  - a. **Ms. Jan Snobrich** – of Lake Bluff, IL. Stated she is tired of people trying to get jobs that are not available in which they have no experience for special agendas. Wasting tax-payers time and my time and Shields Township time. Congratulate Jeff for this township and continue the good work and not go downhill.
  - b. **Bill Kinney**, LRS, was here 2 ½ years ago. Right partner for this service. Not our best hour. Messaging did not go well, intentions were noble. Formally apologize to the residents, only here to provide the best service. I am here with my General Manager Chris, both here to answer questions. The letters and phone calls were distributed to the streets we heard from.
  - c. **Supervisor Urso**, thank you for coming tonight. Wasn't a huge deal, there was a day change for the trash pickup, a quadrant was not aware of that day change and were not notified. Calls and letters went to residents from LRS. I look forward to you guys providing a great service. Thank you for coming in this evening.
- IV. **Reports** –
  - a. Supervisors Report – Elevator Update, red tag the elevator, complaints from citizens. Mr. Rogers called building department. The schools have different building department. The building will receive fines if not fixed. The team keeps calling and

trying to get the repairs. The part is approximately \$50,000. Possibly February 2023, moved from August 2022.

- b. Janice Ahl contacted the township about water mitigation project, she made calls and emails and was able to secure a \$20,000+ grant to do a drainage ditch repair for Foster Avenue. The approval for the grant should come in the next few days. It is a matching grant, the drainage ditch has failed for years that will need to be done anyway. Hopefully this will be the last time this will need to be repaired. Mr. Rogers went through the plan with Ms. Ahl.
- c. Ordinance for brush, was passed over 20 years ago. Right of way Ordinance where residents take care of the grass in front of someone's home. There are a few problem homes, approximately 20, that do not maintain or leave garbage or debris in the area. In the spring, Shields Township will remind residents about the ordinance.
- d. **EA** – 2 applicants for EA for 100% approval this month.
- e. **Assessor Helton** – We have a great board, other townships commented on how good it is going now. When Jeff stepped up, things totally changed here. I am here often, despite a part-time position. Carl has done a wonderful job. We are more than helpful with the residents and provide the information they require.
- f. Ms. Blahunka – Committee Report – Met on Nov 8<sup>th</sup>, we reviewed the community services – we approved 2, we did not approve Park District, we created a policy. We can fund non-profit. We are looking at the social services for the poor. Didn't feel the funding of recreation of half of North Chicago for Shields, we are looking to fund social services. We are funding a senior center of Lake Forest, the Senior Advocate, a salary of people's homes to assist them, to see if they need assistance because they are alone in their home. Foss Park is doing recreation programs, just like any other park district. Waukegan Township has program to help people with AARP benefits, help elderly navigate, we need to figure out a way to help with that gap. We should look into if Waukegan has an advocate, if there is another way to look for another senior advocate, or our Lake Forest advocate can go out into their community. There have been a few committee members not shown up to the meetings. They will meet again in January 2023. Trustee Weil asked if there is another avenue what options are available similar to a senior advocate. North Chicago needs better options. Need metrics on where funding goes in Foss Park.
- g. **Road & Bridge – Dan Rogers – Right of Ways**-They put together a bid packet, put out in the papers this week. A dozen locations, right of ways that belong to the township. Get bid back on these 12 places being mowed by Rob, 15 times a year, every other week, during the summer, bring bids back to Board, cost effective to sub this out

instead of Rob completing these lawns. A few drainage areas that need to be kept up. All the trucks are up and running in good condition. Should be solid for the winter. Hopefully in spring start budget process for future repairs. In contact with Walgreens, couple calls, about the cleanliness of it. To make sure the neighborhood kept clean. Mark Wusso has commercial background in real estate, there is going to be a fairly large redo of Starbucks. Starbucks has come up with a new plan. This will also help the neighbor who is receiving the drainage from Starbucks. Basil Ave project, substantial drainage issues, start in January 2023, have preliminary engineering drawings done by Bleck. Maybe create some wetlands for 8-10 homes that have flooding issues. Thanks to Lissette and Carl for helping with everything, they assist with calls, paperwork, and the bid process.

h. **Supervisors Report** – Thank you to Kathy Blahunka and Dan Rogers.

V. **Approval of Bills**

- i. Town Fund expenses approval \$43,789.86, Trustee motioned to approve Trustee Garrity second Trustee Andersen, passed by 4-0 on a roll call vote.
- ii. General Assistance expenses approval \$1,000.00 Trustee Weil motioned to approve, second Trustee Andersen, passed by 4-0 on a roll call vote.
- iii. Road & Bridge expenses approval \$35,564.08 Trustee Andersen motion to approve, second Trustee Garrity, Passed roll call vote 4-0.

VI. Old Business - None

VII. New Business

- a. **November 17, 2022 Regular Board Meeting minutes as amended** motion to approve Trustee Weil, second by Trustee Andersen, passed by roll call vote 4-0  
Amend the TF expenses dollar amount to reflect 19,394.41 and Supervisor Urso on behalf of Miss Blahunka, Change the unanimous to 2 NC Committee Members absent, which Supervisor Urso confirmed.
- b. **November 17, 2022 Special Meeting minutes** motion to approve Trustee Garrity, second by Trustee Andersen, passed by roll call vote 4-0.
- c. **November 17, 2022 Public Hearing minutes** motion to approve Trustee Andersen, second by Trustee Garrity, pass by roll call vote 4-0.
- d. **Approval of Ordinance NO 121522-02, an Ordinance Levying Taxes for All Corporate and Road Purposes for Shields Township, Lake County, Illinois, for Tax Year 2022 Corporate, \$894,651.87 IMRF \$5,000 GR \$5,000, Road fund \$500,000, for a total of \$1,399,651.87.** Motion to approve trustee Garrity, Trustee Andersen.

- e. **Approval of Professional Services with AccuBase Solutions, LLC.** \$360,900 over a 4-year term, motion to approve Trustee Andersen, second motion Trustee Weil. Cost effective as it will be less than the payroll and benefits of one person in the assessor's office. This will mitigate extra spending by the Township.  
Attorney – minor changes to the agreement, 90 day with or without clause if terminated. Amend the motion to final attorney review, is there any objections, no.  
Passed with 4-0 roll call vote.
- f. Approval of 2023 Township Board Meeting Dates Trustee Garrity, Trustee Weil.  
Passed roll call vote 4-0.
- g. Approval of 2023 Township Holiday Closures, Trustee Andersen, Trustee Weil. Passed with a roll call vote 4-0.

VIII. **Adjournment** – The meeting was adjourned at 7:25 p.m. by Supervisor Urso, motion to adjourn Trustee Garrity , and second by Trustee Andersen.