

Minutes – Shields Township Board of Trustees

Regular Meeting November 18, 2021

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

THE TOWN BOARD OF SHIELDS TOWNSHIP held its regular monthly meeting November 18, 2021, at 6:30 p.m.

**PRESENT**     Heather Kerr            Supervisor  
                  Tammy Bryan            Clerk  
                  Jeff Urso                Town Trustee  
                  David Weil              Town Trustee  
                  Kathryn Walker-Eich    Town Trustee

- I. **Meeting Called to Order** - Supervisor Kerr called the meeting to order at 6:30 p.m.
- II. **Roll Call** – Absent -Trustee Brady Andersen. In attendance - Assessor Helton
- III. **Pledge of Allegiance** – Supervisor Kerr opened the meeting with the Pledge of Allegiance
- IV. **For Action** – Motion to approve minutes from October 21, 2021, board meeting, by Trustee Urso , second by Trustee Weil , passed by 4-0 on a roll call vote. Trustee Walker-Eich – clarify minutes senior services program of the River Forest townships, the townships combined efforts have resulted in years spent of developing senior programs, the 2 townships did not merge, the senior management services have merged of Oak Park River Forest.
- V. **For Action** – Approve Bills
  - i. Town Fund expenses approval \$57,257.30, Trustee Weil motioned to approve, second Trustee Urso, passed by 3-0 on a roll call vote. Abstain Trustee Walker-Eich
  - ii. General assistance expenses approval \$3,200.00, Trustee Urso motioned to approve, second Trustee Weil , passed by 3-0 on a roll call vote. Abstain Trustee Walker-Eich
  - iii. Road & Bridge expenses approval \$23,011.64, Trustee Weil motioned to approve, second Trustee Urso, passed by a 3-0 on a roll call vote. Abstain Trustee Walker-Eich
- VI. **New Business**
  - A. Ashley Strelchek of Lake County Storm Water Mgmt. Regarding the unimproved Green St & Talbot Ave. – Talbot Avenue drainage improvement project. Walk-in call from Skyler, from planning and development who handles unincorporated avenue. Interjurisdictional problem, north of Green and Talbot, connect to Atkinson with no ownership, adds complexity where no one owns it. After investigations, storm sewers under capacity, flood, house, roadway, garage and nuisance flooding. Proposed – one step to alleviate the flooding, to ask Shields Township to accept a resolution so they can do improvement on the property, the papers are signed and with Lake County. Since 2020 they have been looking for funding opportunities, General Service Engineer,

how much money, what is the best proposed project. There are 95 feet in the unimproved right of way, pull out and do daylight and turn into a 2 stage channel for a full capacity to Talbot. The next step is looking at the Sanctuary, the wetland there. Provides wider flood storage capacity. Have done this in North Chicago and worked well. This is a smaller version than North Chicago but will serve as an example. DCEO Dept COM ECON Opportunity, Lake County allocated 122 million. Have to apply for it. This project wasn't in the first round, but added and due to scoring, it grant will cover all of the \$364,000, applied for a watershed grant to match. Not asking for money from Shields but asking permission to do so. Maintenance is going to be by Shields Township. Operations and Maintenance plan. Match comes \$37,900 their team. Create a resolution and approve the maintenance once this is completed. They will take IGAs to SEC board, can take 6-7 weeks to get revisions and/or approvals. Will start getting permits in Spring, implementation Spring/Summer of the year. Low profile natives to provide absorption. Maintenance path will be there, trying to signage in future state. Downstream end, really overgrown and to clear all the brush, they are cleaning the storm sewer as well, debris, buildup and sediment. The channel is complete dirt and having less capacity. \$289,500 there could be gas main there that would be impeding this improvement. Trustee Urso asked about the ditch. The ditch is not being repaired, the culverts will wide and lead to . Neighbor to east has a pipe coming from the backyard will be moved and upsized. The right of way will be expanded for flow. Trustee WE, was \$364,000 regarding the column header? This is for the variability, what is our liability and does this provide for what we do? Protecting the chain of title of mechanic's lien. Attorney does have this paperwork. Recommend having attorney review prior to signing. Neighbor to the east, split rail fence and shrubs and trees along the walking path is built in the cost. Trustee Weil, Does Operations & Maintenance Plan yours? Operations & maintenance plan can be them or Shields. They do have a template that they can provide. Light garbage pick-up and landscaping. High mow once or twice a year, every 10 years re-seed. This is a sample contract, with possibly a revision or two. Motion to approve Trustee Urso, Second Trustee Walker-Eich; Pending legal review and questions from the Board. Passed by roll call vote 4-0.

- B. Community Partners – Social Service Grants, 3 presentations by our partners, we have approved grants for these organizations in the past. They will be giving ongoing info regarding next years budget.
  - i. Dickinson Hall – Janet Fry 7 Tricia Schwall-Thank you for the support. Enables to assist older adults in the community. June 30, 350 served are in the Shields Township. All older adults/residents who like to enjoy, lower income households and scholarship funds, about ½ reside in Shields. Older apply for benefits, Fry has them apply, she assess and advises how to make life more affordable. Membership is not mandatory, no roadmap for aging. Explain Medicare benefits to beneficiaries, help over 50 people a year on the Medicare drug plan, resource to the hospitals police departments and colleagues. Partnership with Dickinson Hall and offers and help older residents and their families. Trustee Walker – Eich , any mobility services. There is a van for transportation. How do residents get to Dickinson Hall? If they are in the area, they can call and put them on the

schedule MTThF, a car and a bus can get them there. Trustee Walker-Eich: How do North Chicago residents can get there and benefit for the services? Response: Volunteers can go outside the area. The service does not and will not go out of the Lake Forest/Lake Bluff area for transportation to Dickinson Hall. If they come from North Chicago Shields Township can find a ride on their own, but they can benefit from Dickinson Hall. The new Paratransit can be available to go anywhere starting in May.

- ii. Kerry Cower – Foss Park-Executive Director at Foss Part District. 2 Townships: Shields and Waukegan, have North Chicago Residents and Lake Bluff belong as well. Provides programs and activities – offer at no charge through the grant that is provided. They have seniors who could not participate but do because of the grant. Alderman Evans his ward is in Shields Township, his seniors participate in this program. COVID had a devastating effect to the Senior Population. They just started to come back, took a little bit longer. They have had 4 meetings and strong attendance. They offered previously and will continue in such offerings such as: Mother’s Day Lunch, Paint & Sip, they saw Black Violins at Genesee, upcoming-cooking program transport to Mundelein, well attended previously, taking 13 seniors for 4 weeks, each week. Looking for a yoga and balance instructor to come to the center. Planned are Luncheon for Valentine & Mardi Gras. A big Trip, going to Ft Atkinson, 1/2 hour away, to the Fireside Theater, see a show and have a nice lunch. Have 14 passenger van, will get a larger transportation to accommodate for spacing. The seniors want to learn some computer skills. Talked to local banks and people come in and give suggestions on how to set up a password, recognize scam emails; they don’t have computers to get this done. Need to purchase laptops, with a larger screen and with a mouse, need basic computers. They want to learn Facebook to connect with family and see pictures, keep tabs on everything. They are finding seniors have valuable skills that the younger generation can learn. Want intergenerational learning. Such as knitting, crocheting, looking at things via different perspective. The kids can help with computer class with the seniors. Trying to get them come together, to relate in a way they didn’t before. Thank you for previous grants it is really appreciated. Trustee Walker-Eich: How do seniors get to you? dvertise/Message? who responds? Frequent fliers to these events? Challenges, broad of reach? Response: There is a group that comes once a month, they know people who need rides, they will go pick them up. There is a bus with a lift and the staff can do transportation. Seniors have utilized that service of transportation.
- iii. Mothers Trust – Paula Terelly-Work with all the schools, teachers, counselors, social network, no direct funding or family interaction. Review requests that provide maximum of \$1,000 for grant housing and utility and stability. Meetings are open to public. Since 2004 have received Shields Grant. 2 requests from Math & Science School for eyeglasses. Medicare can take up to a year to receive a pair of glasses. They can give the family a voucher, the family can go in and bill the Trust. Also offer safe baby items, summer camp, Foss Park for Football Players 17 players to play, implementing

classroom grant, enrichment grant – many schools don't have foundations, pilot for 2 athletic Math & Science grants, for shin guards, shorts and kneepads. They fill in the gaps the other social service agencies don't do. Paid burial expense for newborn recently. COVID has been devastating to these families, jobs may not be there when your 14 days are up. Childcare and daycare due to COVID have been needed. No ongoing expenses, just temporary, a week or two. Trustee Walker-Eich – fantastic stuff: Does Lions Club have those readily available. Response: Lions Club does help fund eyeglasses. The CAPS has started an eyeglass program. Mothers Trust will refer to CAPS for eyeglasses. Have relationship with Casa of Lake County. Work with all schools and townships in Lake County.

- C. Motion to approve the Levy: Levy meeting in December. Tonight, is voting to approve the estimate. 2 levies: Township Fund \$689,000 and Road & Bridge \$630,000. Motion to approve these estimates. Approve Trustee Urso, Second Trustee Weil, roll call vote 4-0. Trustee Urso and Supervisor Kerr does not want to go above 105% of the Levy request. Trustee Walker-Eich would like to know now if the ask above that – what about the 30 days' timeline for meeting notification. Supervisor Kerr and Trustee Urso responded: There is no capital expenditure for discussion, therefore no need to go above the current ask of 105%.
- D. Winter Snowplow plan, TGF backup plan if our trucks go down in a blizzard. Trustee Urso & Supervisor Kerr. Trustee Urso – Field Manager Rob put into a tough spot of a week of not plowing. Supervisor Kerr - Previous winter, events out of Field Manager Beake control, he tried to warn the board, was not in position to make demand, the Supervisor at that time led to this disaster. The trucks are old and just spent monies to repair one of those trucks, but no guarantee to this does not break down. How many part-time employees to help, only 1 as there are only 2 trucks. Need to plan for the inevitable. Contracting a piece or all of Arden Shore, Field Manager to focus on Knollwood, give us a sample cost of the smallest portion of the roads. How many miles of road in Arden Shore is 2 miles out of the 8.85 of Shields Township? Currently keeping the trucks on life support, do we need to reinvest into a truck. Arden Shore is the first steppingstone to get this sample. TGF contracts with Lake Bluff all of the Sanctuary and part of Arden Shore. TGF already in the area in Arden Shore. They will piggyback off with lake bluff. Lake Bluff has a guarantee of funding. TGF just will require pay upon service, not guarantee pay. Maybe the following year a RFP. Waiting on another snowplow vendor but haven't heard back. Mariani's unable to help. Approval to move forward with a backup plan. Rate \$125 plow, \$190 plow and salt. Motion to approve a backup plan if a truck goes down. Trustee Urso to approve, second Trustee Walker-Eich. Roll call vote 4-0 to approve.
- E. Salt situation 80 tons of salt is in the garage, CMS offers best rates for salt. Form has to be submitted April 1, 2021. Shields Township cannot get salt as this was not approved by previous Former Highway Commissioner. Now Shields must buy on the open market. Typically use 250 tons. Knollwood, just plow and salt intersections hills and curves when snowing. After snowing salt again, Ice storm – salt everything. If we use TGF for Arden Shore Shields won't need as much salt.

\$129 a ton or \$60 a ton, but missed the window, now it is double. Some townships use rudimentary salt, Shields goes the old way. The expense upfront is a lot of money in the beginning. What is used on the average year? Maybe 200 tons a year without Arden Shore. Can spend an additional \$20,000 because we did not respond to an email. Be cautious and make the roads safe. Takes about 2 hours to plow and salt Arden Shore.

VII. **Reports**

**Trustee** – Trustee Urso – Charitable things – tonight was to make a pitch for next year and next budget. Pool of money for grants to offer to other 501cs. Open up the door to others, the board can discuss and decide what funds can be distributed. Make a line item in the budget, can put into 1 line item with a pot of money and see how it is awarded.

**Highway/Field Manager** – Field Manager Beake no report

**Assessor** – Assessor Helton no report

**Clerk** - None

**Supervisor** –

- Thank you Carl Evans and both sides of the teams. Trustee Weil had fun in Ward 3 handing out Candy. judges for his inaugural costume parade, children, and adults.

VIII. **Public comments** – None registered.

IX. **Adjournment** – The meeting was adjourned at 7:45 p.m. by Supervisor Kerr.