

Minutes – Shields Township Board of Trustees

Regular Meeting October 20, 2022

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

THE TOWN BOARD OF SHIELDS TOWNSHIP held its rescheduled regular monthly meeting in person on October 20, 2022 at 6:30 p.m.

PRESENT

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

- I. **Meeting Called to Order** – Deputy Supervisor Urso called the meeting to order at 6:30 p.m.
Roll Call – Also in attendance - Assessor Helton and Counselman Kimsey
- II. **Pledge of Allegiance** – Deputy Supervisor Urso opened the meeting with the Pledge of Allegiance
- III. **Oath of Office for Matt Garrity-motion to skip over**
- IV. **Public Comments** – Alderman Karl Evans of North Chicago Today I gave each one of you an invitation of Halloween Celebration, dong something November 5, town third ward meeting, asked Jeff and David to be there, bring townships together, all of you to come out, did invite Waukegan and they agreed to come. People would like to hear from Shields and Waukegan to know what to move forward on instead of hearsay.
Vicki Brown – Shields Township – Clarification of why not elected as a Trustee – Never once was I asked to present my resume, just asked a couple of questions. Indicate why I was not selected. Trustee Garrity was in-depth chosen as a Trustee. Rumor has it, because I did not have a finance background, is there any more to that? Supervisor Urso meet with you in person. Copy will be on website tomorrow.
- V. **Reports**
Supervisor – Our elevator is still out, we called the landlord multiple times, and date is earliest Thanksgiving, waiting on a cylinder on backorder.
Planning next year’s drainage projects with the community and the roads committee, trucks to make sure they are ready for winter and new tires are on and field manager safe reliable car, and a backup plan, same company as last year in case one of our trucks break down.
Assessor’s Office Report – Assessor Scott Helton. We have been going through our hearings already, we are – 275 residential hearings and commercial begin on Monday. One of the things with residential is

Accubase and Warren Dixon has been doing the res hearings and going quite well and I have sat in. Very professional. Not as quite as many as other townships. The initial review that my office goes through the whole process with them initially. Determined that the initial review upfront and advised and helpful with the taxpayers, very positive in the office. Changed the way the office runs and they appreciate the help we give them. Accubase, the computer systems they have, more sophisticated computer system of valuing property's than Lake County has. The entire staff answers questions and the outsourcing has been a plus. Other lake county areas are looking at Accubase into assessing properties. Great relationship with Accubase with the communities, Lake Bluff, Lake Forest and North Chicago and the county and start to work together and our assessments and record cards are more accurate and final assessments. If you walk through the office you will see everything set up, we have 14 to start the first day of commercial assessments hearings. We are not hear to say no change, we learn more about these properties, and we try to do what we can. More than helpful for everyone who has stepped through that door.

Community Service Committee Report Chair Blahunka

Trustee Report NA

- VI. **Approval of Bills** Town Fund Expenses \$47,196.90, motion to approve Trustee KWE , second motion Trustee Andersen, passed with roll call vote 3-0, Road & Bridge \$27,814.09, motion to approve Trustee Andersen, second motion Trustee Walker-Eich, passed with roll call vote 3-0.

Comcast, \$3,100 credit we are working off of, somebody else paid into our account. We do not know where it came from. Bookkeeper called and it is not from our township, we can't pull from that credit, we are going to continue to pay, it was not us, we confirmed that. New vendors should be from this area, publishing. I would like us to proactive with future new vendors. Email invite to respond. Next fiscal year, end of February look at parameters to set.

VII. **Old Business**

Regular Meeting Minutes of August 18, 2022, motion to approve, Trustee Walker-Eich, second motion Trustee Andersen, passed with roll call vote 3-0

Resolution Authorizing Payment of Certain Bills Prior to Examination and Audit by the Township Board, motion to approve Trustee Andersen, second motion Trustee Walker-Eich, passed with roll call vote 3-0- to make resolution as to no malfeasance on this board. This question was asked moving forward

Resolution Accepting and ratifying Jurisdiction over an Unincorporated Township Road commonly known as Green Avenue- previous resolution was not processed by previously supervisor correctly, a green patch that people have walked through for years, drainage years on some streets, and a collection site of water. Field Manager Beake approved, it was not executed properly, no res # or date, was not entered correctly. Last November – but the commission was asking for affirmation it's the township road, it's a strip of land, and the document that was put together, and not properly executed prior administration, commission stated not properly executed. The Road district abolished 5/21, res talked about Highway Commissioner, not a proper resolution, wasn't signed with res number and was not kicked back, rejected, and it was signed and

not dated. This grant needs to be taken care of with date and res # to complete the process. We are motion to approve as presented Trustee Walker-Eich, Trustee Andersen. Roll call vote 3-0.

VIII. New Business –

- a. Regular Meeting Minutes of September 15, 2022, Trustee Andersen, second Trustee KWE, roll call vote 3-0
- b. Approval of Fiscal Year 2022 Audit, motion to approve Trustee KWE, second Trustee Andersen, motion to approve 3-0 on a roll call vote.
- c. Consideration of Senior Snow Removal Program, motion to approve, second motion, passed with a 3-0 roll call vote. – No action required at this time, just discuss. With help of committee how to have the proper application so that people in the most of need have access to this service. Emergency assistance, some qualifications have to be seniors or disabled and financial cap on this service, fiscal limitations, applicants will certify they read the rules of the program, Alderman Evans will get this to those who need it the most. You will have to qualify for emergency service. JM brothers included as one of the sole vendors, we will put out for other vendors too. Alderman Evans will do the field work. Alderman Evans speak about this – People disabled or vets, make sure they fill out proper paperwork, if they qualify, they don't go out 2-3 times a day for the snow. Make sure they have access to doctor or medicine, depending on order. How do the people in need get the application to us? Mailed or Alderman Evans is taking the app to their homes, try and have them back by next week. Community service committee discussed and approved the form. Low income, age and unable to shovel, proof of age, provide annual income statement, meet the qualifications low income household, medical certification from dr. there re perimeters to help the people in need who need this cost. \$7 per snow removal, nominal monthly is 12-13% of the actual cost. What is the low income 40,500 for 2 people, table to be used state low income housing rules. 30-35 people in North Chicago who will use this program.
- d. Consideration of Intergovernmental Agreement for General Assistance – Urso personally wants to continue, IGA with Waukegan, it would allow residents to apply for GA and EA and both townships, geographically location, border of NC, get clients access to 2 points, so they can get assisted in 2 areas, Supervisor Jones and well versed on many programs, possibility of sending this over to Waukegan, and then back to our board for approval, this is just a discussion, not approval. No negotiations, just some ideas, this is to start thinking of what this could be, Spanish speaking case workers, had to turn people away, maybe people couldn't get here, poverty cycle, no gas, no bus, no train, the reality is, to have the opportunity to not turn someone away that could not get there or here. GA and EA, our duties is to provide the service. If you are in this station, not understanding

a township line or border. This is so they still have access to this. This is to continue the discussion and hope to move forward. How quickly can this move forward, they would have to approve on their end after we draft it, then we would approve, start date after that, probably a few months out. Early next year, around January 2023. It has to work for both townships and the taxpayers.

e. Consideration of FY2024 Budget Workshop

IX. Executive Session NA

X. Adjournment – The meeting was adjourned at 7:31 p.m., motion to adjourn by Trustee Walker-Eich and second Trustee Andersen, and passed unanimously by voice vote.