



TOWNSHIP OF LYONS

OFFICE OF THE CLERK

6404 JOLIET ROAD COUNTRYSIDE, ILLINOIS 60525

MIKE PORFIRIO
Clerk

NOTICE

**FOR IMMEDIATE RELEASE
APRIL 19, 2019**

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SPECIAL MEETING

THE TOWNSHIP OF LYONS BOARD OF TRUSTEES will hold a Special Meeting at 6:00 P.M. on Tuesday, April 23, 2019 in the Township Community Room, 6404 Joliet Road, Countryside, Illinois 60525. The purpose of the meeting will be to review, discuss and approve proposals received regarding auditing services for the Township of Lyons.

**LYONS TOWNSHIP
AGENDA
BOARD OF TRUSTEES SPECIAL MEETING
APRIL 23, 2019
6:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AUDITING SERVICES PROPOSALS REVIEW**
- 5. DISCUSSION / APPROVAL OF AUDITING SERVICE PROPOSAL**
- 6. PUBLIC COMMENT**
- 7. ADJOURNMENT**

**SPECIAL BOARD MEETING MINUTES
BOARD OF TRUSTEES
APRIL 23, 2019**

(PRESENTED FOR APPROVAL AT THE MEETING OF MAY 14, 2019)

1. The Board of Trustees of the Township of Lyons held a Special Board Meeting on Tuesday, April 23, 2019 at 6:00 p.m. in the Town Hall, 6404 Joliet Road, Countryside, Illinois 60525.

2. Supervisor Getty called the Meeting to order at 6:07 p.m.

3. Supervisor Getty called for the Pledge of Allegiance.

4. Clerk Porfirio called the Roll and the following were present:

Christopher Getty	Supervisor
Thomas W. Garrette	Trustee
Timothy M. Sprague	Trustee
Colleen H. Kelly	Trustee

Also, in attendance were George Pach, Deputy Clerk; Liz Shine, Attorney with Odelson & Sterk Ltd. (via speaker phone) and Juanell Smith, Finance Director.

5. Supervisor Getty commented that the purpose of this Special Board Meeting is to review auditing service proposals received for the Township of Lyons and to make a decision on which auditing firm to retain.

6. Supervisor Getty reported that the Township of Lyons had received three proposals for auditing services from the following firms:

- Baker Tilly 1301 W. 22nd St. Suite 400 Oak Brook, IL 60523
- G.W. & Associates 311 S. Halsted Chicago Heights, IL 60411
- Crowe LLP 1 Mid America Plaza Suite 700 Oak Brook, IL 60522

7. Supervisor opened up the meeting for questions, discussion and general review of the proposals.

8. Trustee Garrette commented that the Crowe LLP proposal should be discounted since he saw no specific fees listed, especially in regards to a cap. Clerk Porfirio stated that he did see that on page 4 of their proposal that there was a baseline fee listed of \$29,000.00.

Supervisor Getty reported that we are currently paying Baker Tilly approximately \$31,000.00 annually for their auditing services and that G. W. & Associates had submitted a proposal stating that their gross fees including expenses will not exceed \$27,000.00 in total.

Supervisor Getty commented that he has had experience with both G.W. & Associates and Baker Tilly and that both are very good auditing firms but has had no experience with Crowe LLP to which Attorney Liz Shine replied that she knows that Crowe LLP has worked with Orland Township and that they provide competent service.

9. Trustee Garrette moved, Trustee Sprague seconded to grant Supervisor Getty the authority to sign on behalf of the Township of Lyons and execute a contract with G.W. & Associates as the Township of Lyons' auditing firm.

Roll Call: Ayes: Sprague, Kelly, Garrette, Getty
Nays: None

Motion Carried.

10. *Public Comment* – Juanell Smith, Township of Lyons' Finance Director, asked if G.W. & Associates knew that they would be responsible for filing the Annual Financial Report with the Comptroller's Office, filing the Annual Treasurer's Report with the Cook County Clerk and that they also help in the preparation of the Levy. Supervisor Getty replied that he had given them that information in bulleted form when he had sent out the request for proposals.

11. *Adjournment* – Trustee Kelly moved, Trustee Garrette seconded to adjourn the meeting at 6:17 p.m.

Voice Vote in favor by all.

Motion Carried.

Respectfully Submitted,



Mike Porfirio
Township of Lyons Clerk