



TOWNSHIP OF LYONS
BOARD OF TRUSTEES REGULAR BOARD MEETING AGENDA
MEETING TO BE HELD SIMULTANEOUSLY IN TOWNSHIP HALL COMMUNITY ROOM
AND
VIA CONFERENCE CALL DUE TO COVID-19*
PLEASE CALL (978) 990-5007 ACCESS CODE: 718308
JULY 14, 2020 - 6:00 P.M.

*(at minimum, Supervisor / Clerk will be present during the meeting at the Town Hall)
IN PERSON ATTENDANCE WILL BE LIMITED TO 50 ATTENDEES WITH SOCIAL DISTANCING & MASKS REQUIRED

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL: SUPERVISOR Christopher Getty, TRUSTEES Thomas Wm. Garrette, Colleen H. Kelly, Timothy M. Sprague, Donna B. McDonald**
4. **APPROVAL OF MINUTES**
 - A. JUNE 9, 2020 – BOARD OF TRUSTEES REGULAR BOARD MEETING
5. **SUPERVISOR'S REPORT – SUPERVISOR GETTY**
 - A. RESOLUTION 2020-10 – TOWNSHIP OF LYONS, ILLINOIS SUPPORTING THE LA GRANGE HIGHLANDS CIVIC ASSOCIATION PROPOSED ORDINANCE AMENDMENTS TO COOK COUNTY ZONING CODE.
 - B. APPROVAL OF PURCHASE OF 3 COLOR COPIERS FOR SUPERVISOR, CLERK AND ASSESSOR'S OFFICES FROM PROVEN IT, 18450 CROSSING DRIVE, TINLEY PARK, IL 60487 FOR A LEASE TERM OF 60 MONTHS AT A COST OF \$570.31 PER MONTH FOR ALL 3 COPIERS.
 - C. UPDATE TO THE GENERAL INSURANCE POLICY THAT TOOK EFFECT JULY 1, 2020.
6. **CLERK'S REPORT – CLERK PORFIRIO**
 - A. ANNUAL TOWN MEETING UPDATE
 - B. ATTORNEY REVIEW OF BALLOT REFERENDUM QUESTION
-NOVEMBER BALLOT DEADLINE: AUGUST 17
 - C. LOCAL RECORDS DISPOSAL – TENTATIVELY SCHEDULED SEPTEMBER 25, 2020

Public comment can be sent prior to the phone conference board meeting via e-mail to mporfirio@lyonsts.com by 3 p.m. day of meeting and will be read during the public meeting.
If calling into the phone conference board meeting, then public comments will be taken during public comment.
Profanity and obscene words contained in public comments will not be read



7. **FINANCE COMMITTEE** – TRUSTEE GARRETTE
 - A. PAYMENT OF BILLS
8. **BUILDING AND SENIOR SERVICES** – TRUSTEE KELLY
9. **COMMITTEE ON YOUTH** – TRUSTEE SPRAGUE
 - A. SUMMER YOUTH EMPLOYMENT PROGRAM
10. **MENTAL HEALTH COMMISSION** – CLERK PORFIRIO
11. **SPECIAL POLICE PROTECTION** – TRUSTEE McDONALD
12. **OLD BUSINESS**
13. **NEW BUSINESS**
 - A. PROPOSAL FOR ARCHITECTURE SERVICES FROM API ARCHITECTS, 2675 PRATUM AVENUE, HOFFMAN ESTATES, IL 60192 FOR THE TOWNSHIP HALL BUILDING, ROOF, MASONRY AND EXTERIOR RENOVATION.
14. **PUBLIC COMMENT**
15. **ADJOURNMENT**

NEXT REGULAR SCHEDULED BOARD MEETING AUGUST 11, 2020 – 6:00 P.M.

Public comment can be sent prior to the phone conference board meeting via e-mail to mporfirio@lyonsts.com by 3 p.m. day of meeting and will be read during the public meeting.
If calling into the phone conference board meeting, then public comments will be taken during public comment.
Profanity and obscene words contained in public comments will not be read

**REGULAR BOARD MEETING MINUTES
BOARD OF TRUSTEES
JULY 14, 2020
(PRESENTED FOR APPROVAL AT THE MEETING OF AUGUST 11, 2020)**

1. **The Board of Trustees of the Township of Lyons held its Regular Board Meeting on Tuesday, July 14, 2020 at 6:00 p.m. in the Town Hall, 6404 Joliet Road, Countryside, Illinois 60525 and via conference call due to the COVID-19 Pandemic.**
2. **Supervisor Getty called the Meeting to order at 6:02 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
Donna B. McDonald	Trustee

Also, in attendance were Sean McDermott, Highway Commissioner; George Pach, Deputy Clerk; Liz Shine, Attorney with Odelson, Sterk, Murphey, Frazier, McGrath, Ltd; Ron Melka, Mental Health Executive Director; Quinn Corcoran, Senior Transportation Director; Sherrie Marrotta, Finance Assistant; Township Employee Margery Bobysud; Kelly Lara, Proven IT representative, Rick Borkus, La Grange Highlands Community Council representative and several Township residents. The Supervisor and Clerk along with minimum staff were physically present at the Township Hall employing proper social distancing.

5. **Supervisor Getty asked for a motion to approve the Regular Board Meeting Minutes of June 9, 2020.**

Trustee McDonald moved, Trustee Kelly seconded to approve the Regular Board Meeting Minutes of June 9, 2020 as presented.

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

Motion Carried

6. **Supervisor Getty asked for a motion to approve Resolution 2020-10 stating the Township of Lyons supports the La Grange Highlands Civic Association's proposed ordinance amendments to the Cook County Zoning Code. Supervisor**

Getty stated that this Resolution is in response to grading and drainage issues on new construction in the La Grange Highlands section of the Township that were brought to light at the June 9, 2020 Township of Lyons' Regular Board Meeting by the La Grange Highlands Civic Association.

For the record, Supervisor Getty read Resolution 2020-10 into the record as follows:

"WHEREAS, the Supervisor and Board of Trustees of the Township of Lyons (the "*Corporate Authorities*") recognizes the need for amendments to the Cook County Zoning Code to improve and mitigate stormwater damage in its corporate limits; and

WHEREAS, the area encompassing the LaGrange Highlands Civic Association (the "*LGHCA*") faces extraordinary flooding issues which stem from new construction on lots with reduced open space for retention and changed grade levels of land which strain an already antiquated and structurally insufficient drainage system; and

WHEREAS, the LGHCA is proposing various amendments to the existing Building, Zoning and Planning ordinances to the Cook County Board of Commissioners in order to alleviate further damage to the flood plain; and

WHEREAS, the LGHCA amendments propose new requirements, including but not limited to, restrictions on height of foundations to address grade issues, detention base requirements, requirement of inclusion of current topography; and

WHEREAS, the proposed amendments provide relief to meet the urgent flooding needs of the residents where existing conditions pose a serious threat to the market value, use and enjoyment of the residents' homes and where other building, planning and zoning laws are not available to meet such needs; and

WHEREAS, the Corporate Authorities strongly urge the Cook County Zoning Board and Board of Commissioners to consider the LaGrange Highlands Civic Association's proposal to amend Building, Zoning and Planning ordinances in order to eliminate the detrimental effect new construction is having on existing residences in the unincorporated areas; and

WHEREAS, the Corporate Authorities have determined that it is in the best interest of the Township to support the LaGrange Highland Civic Association's proposed amendments to Cook County.

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Township Board of Trustees of the Township of Lyons, Cook County, Illinois, as follows:

Section 1. That the above recitals are incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2: Expression of Support. Supervisor and Board of Trustees of the Township of Lyons hereby express their support for the LaGrange Highland Civic Association proposed amendments to the Cook County Building, Zoning and planning ordinances in order to mitigate stormwater damage to residents' properties.

Section 3. Certified Copy. The Township Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the LaGrange Highlands Civic Association, the Chairman of the Cook County Zoning Board of Appeals and the President of the Cook County Board of Commissioners.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon its passage due to the urgent nature of this matter.”

Highway Commissioner Sean McDermott commented that this Resolution has been needed for some time and that the only way that the issue of flooding in the unincorporated areas with new construction will be resolved is through updates made to Cook County Building & Zoning codes. Clerk Porfirio concurred with Highway Commissioner McDermott and stated that Resolution 2020-10 is a step in the right direction in mitigating flooding. Clerk Porfirio thanked all who were involved in the committee in scripting this Resolution especially the Township Engineer, Jim Cainkar; Township Attorney, Liz Shine; and Highway Commissioner McDermott.

Trustee Garrette moved, Trustee Sprague seconded to approve Resolution 2020-10 as written and read into the record by the Supervisor stating that the Township of Lyons supports the La Grange Highlands Civic Association's proposed ordinance amendments to the Cook County Zoning Code.

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

Motion Carried

7. Supervisor Getty asked for a motion to approve the lease of three color copiers for the Supervisor, Clerk and Assessor's office from Proven IT, 18450 Crossing Drive, Tinley Park, IL 60487 for a lease term of 60 months at a cost of \$570.31 per month for all 3 copiers. Supervisor Getty commented that all three offices presently have Cannon copiers which are over 10 years old and for which parts to fix when down are scarce to find. The present Cannon copiers can only print in black and white which necessitates using color desk top copiers if color is desired and thus increases the cost of making copies more significant than what the

new lease for new copiers from Proven IT would cost. Terms of the new lease would include maintenance and toner as needed. Supervisor Getty asked present Proven IT representative Kelly Lara if everything that he had stated was correct in regards to the lease agreement. Ms. Lara stated that it was.

Trustee Kelly moved, Trustee McDonald seconded to approve the lease of three color copiers for the Supervisor, Clerk and Assessor's offices from Proven It, 18450 Crossing Drive, Tinley Park, IL 60487 for a lease term of 60 months at a cost of \$570.31 per month for all 3 copiers.

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

Motion Carried

8. Supervisor Getty reported to the Board that the new general insurance policy that took effect July 1, 2020 will save the Township of Lyons \$13,970.00 this year thanks to the diligent work of Finance Assistant Sherrie Marrotta.

9. *Clerk's Report* – Clerk Porfirio commented that the Annual Town Meeting is suspended until further notice. Clerk Porfirio stated that the Township of Lyons will wait until the Governor's Disaster Declaration is lifted which will then compel that the meeting be held on the third Tuesday after, with notice of such being posted accordingly.

10. Clerk Porfirio reported that an advisory question which was to be placed upon the November 3, 2020 ballot, dependent upon approval by the general electors at an Annual Town Meeting, would automatically be placed on the April 2021 Consolidated Election Ballot since the Annual Town Meeting has not yet been held due to the Covid-19 Pandemic, lest the Board of Trustees would agree to place their own advisory question, using the same language as the original, and by signing a petition, to that effect. Clerk Porfirio stated that the Board of Trustees would have to propose such an advisory question at their August 11, 2020 Board Meeting for inclusion on the November 3, 2020 ballot since the deadline for inclusion on the November ballot is August 17. The Board of Trustees directed Clerk Porfirio to see which of the two options the Climate Lobby would prefer. Clerk Porfirio stated that he will reach out to the group who submitted the original advisory question to inquire as to how they would like to proceed.

11. Clerk Porfirio reported that the local records disposal is tentatively scheduled for Friday, September 25, 2020. This is dependent upon the state archivist's approval of our submitted record of disposal sheets.

12. Clerk Porfirio gave notice to the Trustees that in their board packets they should have found a memorandum re: recommendations for meetings held during Phase 4 of reopening, a letter sent to various Cook County officials re: the property at 5833 Blackstone Avenue in La Grange and a letter sent to Amita Health Adventist Medical Center (La Grange Hospital) asking them to become a partner in a newly created Traffic Safety Committee spearheaded by the La Grange Highlands Civic Association. Clerk Porfirio stated that all of these enclosures were for informational purposes only.

13. *Finance Committee* – Trustee Garrette reported the payment of bills, is as follows:

A. *Special Police Fund* - Trustee Garrette moved, Trustee McDonald seconded to approve the audit of the Special Police Fund in the amount of \$35,160.00.

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

Motion Carried.

B. *General Assistance* – Trustee Garrette moved, Trustee Kelly seconded to approve the audit of the General Assistance Fund in the amount of \$12,926.57.

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

Motion Carried.

C. *Road and Bridge Fund* - Trustee Garrette moved, Trustee Sprague seconded to approve the audit of the Road and Bridge Fund in the amount of \$37,446.44.

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

Motion Carried.

D. *General Town Fund* – Trustee Garrette moved, Trustee Sprague seconded to approve the audit of the General Town Fund in the amount of \$144,975.74.

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

Motion Carried.

14. ***Building*** – NONE

15. ***Senior Services*** – Trustee Kelly stated that medical appointments and shopping trips are beginning to increase, Wellness Checks are continuing and that Covid-19 Protocols for cleaning and disinfecting the buses and that the numbers of passengers being transported daily are following current CDC guidelines. Trustee Kelly commended the entire Senior Transportation Department on the excellent job they are doing during the Pandemic.

16. ***Committee on Youth*** – Trustee Sprague reported that as of July 10, 2020 thirty-one youth have been hired amongst sixteen supported Township agencies and have worked a total of 1,651 hours. Trustee Sprague also stated that he is in receipt of an update from the Leadership re: their various sponsored activities held for youth of the area between March 1 and May 31, 2020 and is available for review.

17. ***Mental Health Commission*** – Clerk Porfirio commented that he has received an update from Mental Health Director Ron Melka but that there is nothing significant to report to the board at this time.

18. ***Special Police Protection*** – Trustee McDonald questioned why the Township would be getting a bill for a five month period at this time instead of monthly. Supervisor Getty replied that it was due to short-staffing in the billing department during the recent COVID-19 shutdown.

19. ***Old Business*** – NONE

20. ***New Business*** – Supervisor Getty stated that in the board packets is a copy of a Proposal for possible work to be contracted by API Architects of Hoffman Estates to provide roof, masonry and exterior renovation services to the Township of Lyons

Building. This proposal is based on a review that API Architects had performed on the building in 2019 and subsequent recommendations made from API Architects of actions to take in order to renovate the building. API recommendations center on the prevention of further exterior water damage to the building after rain and heavy snows. Supervisor Getty reported that API Architects stated that new brick for the entire building would be at an estimated cost of \$350,000.00 – \$450,000.00 while a new roof is estimated to cost between \$100,000.00 - \$125,000.00. Supervisor Getty stated that the Township does have enough in their reserves to cover the associated costs but that \$110,000.00 has been budgeted for building repairs in the current budget. Supervisor Getty commented that the work would take approximately ten months to complete.

Trustee Garrette moved, Trustee Kelly seconded to approve the proposal for architectural services from API Architects, 2675 Pratum Avenue, Hoffman Estates, IL 60192 for roof, masonry and exterior renovations to the Township Hall Building.

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

Motion Carried.

21. Supervisor Getty commented that he is currently accepting resumes for appointments to the Township of Lyons Mental Health Commission to fill at least 2 vacancies which have arisen due to unforeseen circumstances but Supervisor Getty stated that all current seats on the Mental Health Commission are expiring. Resumes from all interested parties for consideration to an appointment on the Mental Health Board of Commissioners should be directed to the Supervisor.

22. *Public Comment* –Township of Lyons’ Highway Commissioner reported that the 2020 Road Resurfacing Program will begin on Monday, July 20, 2020.

23. *Adjournment* – Trustee Kelly moved, Trustee McDonald seconded to adjourn the meeting at 6:45 p.m.

Voice Vote in favor by all.

Motion Carried.

Respectfully Submitted,



Mike Porfirio
Clerk, Township of Lyons