



**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**

OCTOBER 12, 2021 - 6:00 P.M.

MASKS REQUIRED FOR IN-PERSON ATTENDANCE

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL: SUPERVISOR Christopher Getty, TRUSTEES Mike Porfirio, Colleen H. Kelly, Mark Anderson, Donna B. McDonald**
- 4. APPROVAL OF MINUTES**
 - A. SEPTEMBER 14, 2021 – BOARD OF TRUSTEES REGULAR BOARD MEETING**
- 5. SUPERVISOR'S REPORT – SUPERVISOR GETTY**
 - A. APPROVAL OF A \$3,976.00 ANNUAL MAINTENANCE AGREEMENT WITH THE HEAT ENGINEERING CO., 6500 JOLIET RD., COUNTRYSIDE, IL 60525. AGREEMENT IS FOR OCTOBER 19, 2021 TO October 18, 2022.**
 - B. MOTION TO AUTHORIZE THE SUPERVISOR TO NEGOTIATE A LEASE WITH FREEWAY FORD, 8445 45TH STREET, LYONS, ILLINOIS 60534 FOR THE PARKING OF TOWNSHIP BUSES.**
 - C. TOWNSHIP HALL BUILDING RENOVATION – LETTER OF RECOMMENDATION FROM API ARCHITECTS, 2675 PRATUM AVE., HOFFMAN ESTATES, ILLINOIS 60192 REGARDING THE TOWNSHIP OF LYONS ADMINISTRATION BUILDING ENTRANCE CANOPY TO AWARD THE LOWEST BID OF \$57,777.00 TO LITE CONSTRUCTION INC., 711 S. LAKE STREET, MONTGOMERY, ILLINOIS 60538.**
 - D. ERROR ON 2021 PAID HOLIDAYS FOR TOWSHIP OF LYONS FULL TIME EMPLOYEES**
 - E. RESOLUTION 2021-06 – AMENDING THE PERSONNEL POLICY MANUAL OF THE TOWNSHIP OF LYONS, COOK COUNTY, ILLINOIS.**
 - F. APPROVAL OF 2022 PAID HOLIDAYS FOR FULL TIME EMPLOYEES.**
 - G. ACCEPTANCE OF RESIGNATION OF EMPLOYEE BENJAMIN CAPONE, EFFECTIVE OCTOBER 15, 2021.**

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



6. **CLERK'S REPORT** – CLERK HOFFENBERG
 - A. LOCAL RECORDS DISPOSAL – WEDNESDAY, SEPTEMBER 29, 2021
 - B. LATINO HERITAGE MONTH FAMILY FEST – SATURDAY, OCTOBER 2, 2021 3:00 – 5:30 P.M.
 - C. SECRETARY OF STATE RULES OF THE ROAD & I-CASH.- WEDNESDAY, OCTOBER 20, 2021
 - D. LEVY DETERMINATION DATE
 - i. RECOMMENDED: NOVEMBER 9, 2021 @ REG BD MTG – NOVEMBER 23, 2021
(ABSOLUTE LAST DATE FOR DETERMINATION: DECEMBER 8, 2021)
7. **FINANCE COMMITTEE** – TRUSTEE PORFIRIO
 - A. **PAYMENT OF BILLS**
 - i. GENERAL TOWN FUND - \$146,881.45
 - ii. GENERAL ASSISTANCE FUND - \$13,865.80
 - iii. ROAD & BRIDGE FUND - \$33,331.63
 - iv. SPECIAL POLICE PROTECTION FUND - \$7,440.00
8. **BUILDING AND SENIOR SERVICES** – TRUSTEE KELLY
9. **COMMITTEE ON YOUTH** – TRUSTEE McDONALD
10. **MENTAL HEALTH COMMISSION** – TRUSTEE PORFIRIO
11. **SPECIAL POLICE PROTECTION** – TRUSTEE ANDERSON
12. **OLD BUSINESS**
13. **NEW BUSINESS**
14. **PUBLIC COMMENT**
15. **ADJOURNMENT**

NEXT REGULAR SCHEDULED MEETING NOVEMBER 9, 2021 – 6:00 P.M.

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OCTOBER 12, 2021 - 6:00 P.M.

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AMENDMENT

5. SUPERVISOR'S REPORT – SUPERVISOR GETTY
 - H. APPOINTMENT OF JEFFREY B. CLEMONS OF SUMMIT, ILLINOIS TO THE MENTAL HEALTH COMMISSION.

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**REGULAR BOARD MEETING MINUTES
BOARD OF TRUSTEES
OCTOBER 12, 2021
(PRESENTED FOR APPROVAL AT THE MEETING OF NOVEMBER 9, 2021)**

1. **The Board of Trustees of the Township of Lyons held its Regular Board Meeting on Tuesday, October 12, 2021 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 6:00 p.m.**

3. **Supervisor Getty called for the Pledge of Allegiance.**

4. **Clerk Hoffenberg called the Roll, and the following were present:**

Christopher Getty	Supervisor
Mark Anderson	Trustee
Mike Porfirio	Trustee
Colleen H. Kelly	Trustee
Donna B. McDonald	Trustee

Also, in attendance was Steven M. Landek, Illinois State Senator; Patrick Hynes, Assessor-Elect; George Pach, Deputy Clerk; Lauren DaValle, Attorney with Odelson, Sterk, Murphey, Frazier, McGrath, Ltd; Ron Melka, Mental Health Director; Alan Dorobiala, Township of Lyons' Mental Health Commissioner; Quinn Corcoran*, Senior Transportation Director; Rev. Jeffrey Clemons, Township of Lyons Employees Joe Bonomo, Mary Van Allen, Kathy Rosenbeck, and several Township residents.

***Indicates person attended remotely.**

5. **Supervisor Getty asked for a motion to approve the Regular Board Meeting Minutes of September 14, 2021 as presented.**

Trustee Anderson moved; Trustee Kelly seconded to approve the Regular Board Meeting Minutes of September 14, 2021 as presented.

Voice Vote in favor by all.

Motion Carried

6. Supervisor Getty asked for a motion to approve a \$3,976.00 annual maintenance agreement with the Heat Engineering Company, 6500 Joliet Rd., Countryside, IL 60525. Supervisor Getty stated that the agreement is for the period of October 19, 2021 to October 18, 2022.

Trustee Porfirio moved; Trustee Anderson seconded to approve a \$3,976.00 annual maintenance agreement with the Heat Engineering Company, 6500 Joliet Rd., Countryside, IL 60525 for the period of October 19, 2021 to October 18, 2022.

Roll Call: Ayes: Porfirio, Anderson, Kelly, McDonald, Getty
Nays: None

Motion Carried.

7. Supervisor Getty asked for a motion from the Board of Trustees to authorize him to negotiate a lease with Freeway Ford, 8445 45th Street, Lyons, Illinois 60534 for the overnight parking of the Township of Lyons' Senior Transportation buses. Supervisor Getty stated that once a lease is drawn up between Freeway Ford and The Township of Lyons' Senior Transportation Office, it will be brought to the Board of Trustees for final approval. The motion being asked for currently is only for the authorization of the Supervisor to negotiate a lease with said party.

Trustee McDonald moved; Trustee Kelly seconded to approve the authorization of the Supervisor to negotiate a lease with Freeway Ford, 8445 45th Street, Lyons, Illinois 60534 for the overnight parking of the Township of Lyons' Senior Transportation buses.

Roll Call: Ayes: McDonald, Kelly, Anderson, Porfirio, Getty
Nays: None

Motion Carried.

8. Supervisor Getty asked for a motion to approve awarding Lite Construction Inc., 711 S. Lake Street, Montgomery, Illinois 60538 the contract for the construction of the Township of Lyons' Administration Building entrance canopy based on their low bid of \$57,777.00 and the letter of recommendation from API Architects, 2675 Pratum Ave., Hoffman Estates, Illinois 60192.

Trustee Kelly moved; Trustee McDonald seconded to approve awarding Lite Construction Inc., 711 S. Lake Street, Montgomery, Illinois 60538 the contract for the construction of the Township of Lyons' Administration Building entrance canopy based on their low bid of \$57,777.00 and the letter of recommendation from API Architects, 2675 Pratum Ave., Hoffman Estates, Illinois 60192.

Roll Call: Ayes: Kelly, McDonald, Porfirio, Anderson, Getty
Nays: None

Motion Carried.

9. Supervisor Getty asked for a motion to approve correcting the error on the 2021 calendar of paid holidays for Township of Lyons' Full-time employees. New Year's Day was listed twice on the 2021 calendar of paid holidays for the Township of Lyons and this motion would be to remove the New Year's Eve Holiday and New Year's Day Holidays as listed to be celebrated on Thursday, December 30, 2021 and Friday, December 31, 2021 respectively and to replace them only with the New Year's Eve paid holiday, listing it for Friday, December 31, 2021. Trustee Porfirio moved; Trustee Anderson seconded to approve correcting the error on the 2021 calendar of paid holidays for Township of Lyons' Full-time employees. Voice Vote in favor by all.
Motion Carried

10. Supervisor Getty asked for a motion to approve Resolution 2021-06 amending the Personnel Policy Manual of the Township of Lyons, Cook County, Illinois. Supervisor Getty stated this motion is for the addition of adding the Federal Holiday of Juneteenth to the Calendar of Paid Holidays for Township of Lyons' Full-time employees beginning in 2022. Trustee Porfirio moved; Trustee McDonald seconded to approve Resolution 2021-06 amending the Personnel Policy Manual of the Township of Lyons, Cook County, Illinois.
Roll Call: Ayes: Porfirio, McDonald, Anderson, Kelly, Getty
Nays: None
Motion Carried

11. Supervisor Getty asked for a motion to approve the 2022 Calendar of Paid Holidays for Full-time employees. Trustee Kelly moved; Trustee McDonald seconded to approve the 2022 Calendar of Paid Holidays for Full-time employees. Voice Vote in favor by all.
Motion Carried

12. Supervisor Getty asked for a motion to approve the resignation of employee Benjamin Capone, effective October 15, 2021. Trustee Anderson moved; Trustee Kelly seconded to approve the resignation of employee Benjamin Capone, effective October 15, 2021.
Roll Call: Ayes: Anderson, Kelly, McDonald, Porfirio, Getty
Nays: None
Motion Carried.

13. Supervisor Getty asked for a motion to approve Resolution 2021-07 appointing the Reverend Jeffrey B. Clemons of Summit, Illinois to the Mental Health Commission. Supervisor Getty stated that Reverend Clemons holds a Master of Science in Rehabilitation Counseling and was highly recommended for the vacancy on the Township of Lyons' Mental Health Board of Commissioners by Village of Summit Mayor, Sergio Rodriguez.

Trustee Anderson moved; Trustee McDonald seconded to approve Resolution 2021-07 appointing the Reverend Jeffrey B. Clemons of Summit, Illinois to the Mental Health Commission.

**Roll Call: Ayes: Anderson, McDonald, Kelly, Porfirio, Getty
Nays: None**

Motion Carried.

Township of Lyons' Clerk, Elyse Hoffenberg, officiated the Official Oath of Office to the Reverend Jeffrey B. Clemons on his appointment as Mental Health Commissioner upon the Township of Lyons' Mental Health Board of Commissioners.

14. Clerk Hoffenberg reported that the Annual Local Records Disposal Day for all Township Departments was held on Tuesday, September 28, 2021 and thanked all offices for complying.

15. Clerk Hoffenberg commented that the co-sponsored Latino Heritage Month Family Fest, which was held on Saturday, October 2, 2021 from 3:00 p.m. – 5:30 p.m. at the Summit Park District went very well. Clerk Hoffenberg is looking to host other events of this nature in the future for the benefit of Township residents.

16. Clerk Hoffenberg reported that the Clerk's Office will hold a Mobile ID & I-CASH program run by the Illinois Secretary of State Office & the State of Illinois' Treasurer's Office on Wednesday, October 20, 2021 from 10:00 a.m. – 2:00 p.m. Clerk Hoffenberg stated that first-time Real IDs will not be available at this event. Clerk Hoffenberg looks forward to hosting another Mobile ID event in February 2022.

17. Clerk Hoffenberg reminded the Board of Trustees of the dates by which the 2021 Levy must be determined, approved, and filed to be in compliance with state statutes by supplying the Board with a list of dates and deadlines for each of the aforesaid actions.

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

A. *General Town Fund* - Trustee Anderson moved; Trustee McDonald seconded to approve the audit of the General Town Fund in the amount of \$146,881.45.

Roll Call: Ayes: Anderson, McDonald, Kelly, Porfirio, Getty
Nays: None

Motion Carried.

B. *General Assistance Fund* – Trustee Porfirio moved; Trustee Kelly seconded to approve the audit of the General Assistance Fund in the amount of \$13,865.80.

Roll Call: Ayes: Porfirio, Kelly, Anderson, McDonald, Getty
Nays: None

Motion Carried.

C. *Road and Bridge Fund* - Trustee Porfirio moved; Trustee McDonald seconded to approve the audit of the Road and Bridge Fund in the amount of \$33,331.63.

Roll Call: Ayes: Porfirio, McDonald, Anderson, Kelly, Getty
Nays: None

Motion Carried.

D. *Special Police Protection Fund* – Trustee Porfirio moved; Trustee Kelly seconded to approve the audit of the Special Police Protection Fund in the amount of \$7,440.00.

Roll Call: Ayes: Porfirio, Kelly, Anderson, McDonald, Getty
Nays: None

Motion Carried.

19. *Building* – NONE

20. *Senior Services* – Trustee Kelly stated that the New Senior Transportation bus is currently parked in the Township Parking Lot and invited all to come and look at it before leaving.

21. *Committee on Youth* – Trustee McDonald announced that the 2021 Summer Intern Program is officially over and stated that it was a huge success thanks to Mary Van Allen and the entire Board of Trustees.

22. *Mental Health Commission* – Trustee Porfirio reported that Mental Health Director Ron Melka will be teaching the Fire / EMS Mental Health First Aid modules on October 28 and December 14, 2021. The module for police will be given on November 15. This training will be held in cooperation with Proviso Township and be held at the Proviso Township Hall. All Lyons Township Departments will be notified and encouraged to attend.

23. *Special Police Protection* – Trustee Anderson reported that 31 officers had provided 186 hours of additional patrols during the period of August 1 -August 31, 2021 for the unincorporated areas of the Township of Lyons.

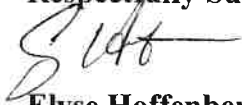
24. *Old Business* – Trustee McDonald asked Supervisor Getty what became of the new lighted Township of Lyons sign recently removed from the exterior of the Township of Lyons' Administration Building. Supervisor Getty responded that it went back to the manufacturer to repair a few flaws and inconsistencies and that it should be back hanging within two weeks.

25. *New Business* – Supervisor Getty stated that Township of Lyons Highway Commissioner, Sean McDermott, has requested a Special Board of Trustees meeting be held on Thursday, October 28, 2021 at 6:00 p.m. for the purpose of awarding a contract for proposed drainage work to be done within the Township based on the anticipated bid opening for such work at 11:00 a.m. on October 25, 2021. The Special Meeting date and time was approved by a consensus of the Board.

26. *Public Comment* - NONE

27. *Adjournment* – Trustee Kelly moved; Trustee Anderson seconded to adjourn the meeting at 6:26 p.m.
Voice Vote in favor by all.
Motion Carried.

Respectfully Submitted,



Elyse Hoffenberg

Township of Lyons Clerk