



TOWNSHIP OF LYONS
BOARD OF TRUSTEES REGULAR BOARD MEETING AGENDA
TOWNSHIP HALL COMMUNITY ROOM
6404 JOLIET RD., COUNTRYSIDE, IL 60525
OCTOBER 10, 2023 – 6:00 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL: SUPERVISOR Christopher Getty, TRUSTEES Colleen H. Kelly, Mark Anderson, Donna B. McDonald, Gary B. Crossman**
4. **APPROVAL OF MINUTES**
 - A. SEPTEMBER 12, 2023 BOARD OF TRUSTEES REGULAR BOARD MEETING MINUTES
5. **SUPERVISOR'S REPORT – SUPERVISOR GETTY**
 - A. APPROVAL OF A \$100.00 DONATION TO THE KIWANIS CLUB OF LA GRANGE FOR THEIR ANNUAL DISC FOR CHARITY EVENT TO BE HELD ON SUNDAY, OCTOBER 15, 2023.
 - B. APPROVAL OF A \$1,000.00 SPONSORSHIP OF THE WEST CENTRAL MUNICIPAL CONFERENCE "TEAM WCMC" IN WASHINGTON D.C. CONFERENCE.
 - C. APPROVAL OF A \$3,976.00 ANNUAL MAINTENANCE AGREEMENT WITH THE HEAT ENGINEERING CO., 6500 JOLIET RD., COUNTRYSIDE, IL 60525. AGREEMENT TERM IS OCTOBER 19, 2023 THROUGH OCTOBER 18, 2024.
6. **CLERK'S REPORT – CLERK HOFFENBERG**
 - A. PRESCRIPTION DRUG TAKE-BACK/ ELECTRONIC RECYCLING / SHRED DAY RECAP
 - B. APPLE I-PHONE / I-PAD TECH COURSE RECAP
 - C. APPLE I-PHONE CAMERA & PHOTO CLASS THURSDAY, OCTOBER 12, 2023 1 P.M. – 3 P.M.
 - D. REPAIR CAFÉ SATURDAY, OCTOBER 21, 2023 10 A.M. – 1 P.M.
 - E. TWP OF LYONS' RECORDS DISPOSAL DAY FRIDAY, OCTOBER 27, 2023 8 A.M. – 10 A.M.
 - F. LEVY DETERMINATION DATES (FYI)
 - i. RECOMMENDED: FROM NOVEMBER 14, 2023 (REG BD MTG) THROUGH NOVEMBER 21, 2023 FOR ADOPTION ON DECEMBER 12, 2023 AT REG BD MTG.

(ABSOLUTE LAST DATE FOR DETERMINATION: DECEMBER 5, 2023 WHICH WOULD REQUIRE ADOPTION / MEETING TO BE HELD ON DECEMBER 26 IN A.M. IN ORDER TO FILE LEVY BEFORE 4:30 P.M. DEADLINE)

Public comment can be sent prior to the 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.



7. FINANCE COMMITTEE

A. PAYMENT OF BILLS - TRUSTEE KELLY

- i. GENERAL TOWN FUND - \$188,108.82**
- ii. GENERAL ASSISTANCE FUND - \$17,617.58**
- iii. ROAD & BRIDGE FUND - \$72,149.41**
- iv. SPECIAL POLICE FUND - \$6,520.00**

8. BUILDING & MAINTENANCE - TRUSTEE CROSSMAN

9. SENIOR TRANSPORTATION - TRUSTEE KELLY

10. COMMITTEE ON YOUTH - TRUSTEE McDONALD

11. MENTAL HEALTH COMMISSION - CLERK HOFFENBERG

12. SPECIAL POLICE PROTECTION - TRUSTEE ANDERSON

13. OLD BUSINESS

14. NEW BUSINESS

15. PUBLIC COMMENT

16. ADJOURNMENT

NEXT REGULARLY SCHEDULED BOARD MEETING - NOVEMBER 14, 2023 - 6:00 P.M.

Public comment can be sent prior to the 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.

**REGULAR BOARD MEETING MINUTES
BOARD OF TRUSTEES
OCTOBER 10, 2023
(PRESENTED FOR APPROVAL AT THE MEETING OF NOVEMBER 14, 2023)**

- 1. The Board of Trustees of the Township of Lyons held its Regular Board Meeting on Tuesday, October 10, 2023 in the Town Hall, 6404 Joliet Road, Countryside, Illinois 60525.**

- 2. Supervisor Getty called the Meeting to order at 6:00 p.m.**

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

- 4. Supervisor Getty asked for a motion in the absence of Clerk Hoffenberg, to appoint Deputy Clerk George Pach, as Clerk Pro-Temp for tonight's meeting. Trustee Kelly moved; Trustee Crossman seconded to appoint Deputy Clerk George Pach, as Clerk Pro-Temp for tonight's meeting.
Voice Vote in favor by all.
Motion Carried.**

- 5. Clerk Pro-Temp Pach called the Roll, and the following were present:**

Christopher Getty	Supervisor
Mark Anderson	Trustee
Colleen H. Kelly	Trustee
Donna B. McDonald	Trustee
Gary B. Crossman	Trustee

Also, in attendance was Patrick Hynes, Township of Lyons Assessor; Sean McDermott, Township of Lyons Highway Commissioner; Elizabeth Shine, Attorney with Odelson, Sterk, Murphey, Frazier, McGrath, Ltd; Ron Melka, Township of Lyons Mental Health Executive Director; Quinn Corcoran, Senior Transportation Director; Township Employees Joe Bonomo, Kathleen Rosenbeck, Mary Van Allen; and several Township residents.

- 6. Supervisor Getty asked for a motion to approve the Regular Board Meeting Minutes of September 12, 2023 as presented. Trustee Anderson moved; Trustee Crossman seconded to approve the Regular Board Meeting Minutes of September 12, 2023 as presented.
Voice Vote in favor by all.
Motion Carried.**

7. Supervisor Getty asked for a motion to approve a \$100.00 donation to the Kiwanis Club of La Grange for their Annual Disc for Charity event to be held on October 15, 2023.

Trustee Kelly moved; Trustee Crossman seconded to approve a \$100.00 donation to the Kiwanis Club of La Grange for their Annual Disc for Charity event to be held on October 15, 2023.

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

Motion Carried

8. Supervisor Getty asked for a motion to approve a \$1,000.00 sponsorship of the West Central Municipal Conference "Team WCMC" at the Washington, D.C. Conference.

Trustee Anderson moved; Trustee Crossman seconded to approve a \$1,000.00 sponsorship of the West Central Municipal Conference "Team WCMC" at the Washington, D.C. Conference.

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

Motion Carried

9. Supervisor Getty asked for a motion to approve the \$3,976.00 Annual Maintenance Agreement with the Heat Engineering Co., 6500 Joliet Rd., Countryside, IL 60525. The agreement term is October 19, 2023 through October 18, 2024.

Trustee Crossman moved; Trustee Kelly seconded to approve the \$3,976.00 Annual Maintenance Agreement with the Heat Engineering Co., 6500 Joliet Rd., Countryside, IL 60525. The agreement term is October 19, 2023 through October 18, 2024.

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

Motion Carried

10. Deputy Clerk Pach reported that the prescription drug takeback program, document shredding, and electronic recycling event that took place in conjunction with the Cook County Sheriff's Department in the Township of Lyons' Parking Lot on Saturday, September 23, 2023 from 11 a.m. – 1 p.m. was such a successful and overwhelming event for our residents that the event had to close at 11:30 a.m. due to only one small truck that the Sheriff's Department brought to the event becoming full almost immediately due to the acceptance of large television sets and other large electronic equipment. A line of cars was present from 10:30 a.m. until 1:00 p.m., of which beginning at 11:30 a.m. all those still in line had to be sent away. Clerk Hoffenberg apologized to all those that were turned away and / or called to express their displeasure of this event.

11. Deputy Clerk Pach commented that the I-Phone workshop that took place on Wednesday, September 27, 2023 from 1 p.m. – 3 p.m. went very well and was attended by sixteen residents. The course concentrated on exploring the functions of your I-Phone / I-Pad and was geared toward seniors.

12. Deputy Clerk Pach stated that a follow-up to the I-Phone Class mentioned above will be an Apple I-Phone Camera & Photo Class on Thursday, October 12, 2023 from 1 p.m. – 3 p.m. Presently fifteen people are slated to attend.

13. Deputy Clerk Pach reported that a Repair Café will be held on Saturday, October 21, 2023 from 10 a.m. - 1 p.m. in the Township of Lyons' Community Room where residents may bring items in that they would like help in repairing and be led through the repair process by knowledgeable handy-women and men. This is an inaugural event, so a second Repair Café has been slated for November 18, 2023. Clerk Hoffenberg hopes that this event will become a bi-annual or quarterly event on the Community Room Calendar.

14. Deputy Clerk Pach informed all present that the Annual Disposal of Records for all departments at the Township and approved for disposal by the State of Illinois Archivist will be held on Friday, October 27, 2023 at 8:00 a.m. On that date as well, a Shred Truck will be at the Township of Lyons' Offices for Township Resident use from 8 a.m. – 10 a.m.

15. Deputy Clerk Pach commented that Clerk Elyse Hoffenberg wanted to inform the Board of Trustees that the 2023 Levy must be adopted and be filed by the end of business day December 26, 2023. To do so, Clerk Hoffenberg is recommending that a determination of the 2023 Levy be made between November 14, 2023 and November 21, 2023 for adoption at the December 12, 2023 Regular Board Meeting since there is a minimum twenty day waiting period between determination and adoption. Deputy Clerk Pach did indicate that the absolute last date for determination would be December 5, 2023 which would require adoption at a meeting of the Board of Trustees on the morning of December 26, 2023 to file before the 4:30 p.m. deadline.

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

- A. *General Town Fund* - Trustee Kelly moved; Trustee McDonald seconded to approve the audit of the General Town Fund in the amount of \$188,108.82.
Roll Call: Ayes: Kelly, McDonald, Anderson, Crossman, Getty
Nays: None
Motion Carried.

- B. *General Assistance Fund* – Trustee Kelly moved; Trustee Anderson seconded to approve the audit of the General Assistance Fund in the amount of \$17,617.58.
Roll Call: Ayes: Kelly, Anderson, Crossman, McDonald, Getty
Nays: None
Motion Carried.

- C. *Road and Bridge Fund* - Trustee Kelly moved; Trustee Crossman seconded to approve the audit of the Road and Bridge Fund in the amount of \$72,149.41.
Roll Call: Ayes: Kelly, Crossman, Anderson, McDonald, Getty
Nays: None
Motion Carried.

D. *Special Police Protection Fund* – Trustee Kelly moved; Trustee McDonald seconded to approve the audit of the Special Police Protection Fund in the amount of \$6,520.00.

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

Motion Carried.

17. *Building & Maintenance* – Trustee Crossman reported that a defibrillator box has been installed in the first floor lobby near the elevator. The defibrillator still needs to be hard-wired to the Fire Alarm Panel to notify area 911 teams when / if it would ever be activated. Training of staff personnel on usage of the defibrillator will soon follow.

18. *Senior Transportation* – Trustee Kelly stated that Senior Transportation provided 2,600 and 1,900 rides for seniors for the months of August and September, respectively. Trustee Kelly stated that the Senior Transportation Department is doing “an amazing job.”

19. *Committee on Youth* –NO REPORT

20. *Mental Health Commission* – Mental Health Executive Director, Ron Melka reported that the Township of Lyons’ Mental Health Commission in partnership with Pillars Community Health’s Buddy’s Place and the Coalition for a Safe & Healthy Lyons Township will hold a “Let’s talk about grief” workshop on Thursday, October 26, 2023 at 5:30 p.m. at the Bridgeview Public Library, 7840 W. 79th St., Bridgeview, IL 60455. This workshop is for adults, teens, and children to help understand the impact of death, loss and how to navigate their grief journey.

21. **Mental Health Executive Director, Ron Melka stated that on Wednesday, November 8, 2023 the Township of Lyons will host Aging Care Connection's Community Health Fair from 10 a.m. – 1 p.m. in the Community Room. Information and resources for older adults and their families, friends and caregivers will be available as well as COVID, flu and RSV vaccinations and Balance & Memory Screenings.**

22. **Mental Health Executive Director, Ron Melka, mentioned that Jazmin Lopez has completed training and is now certified to conduct Mental Health First Aid training to Township Community members as a representative of the Commission.**

23. **Mental Health Executive Director, Ron Melka informed the Board that he will be retiring on December 31, 2023 after 11 years as Executive Director of the Lyons Township Mental Health Commission. Executive Director Melka stated that it was an honor to have held that position.**

24. ***Special Police Protection* – Trustee Anderson commented that for the month of August 2023, thirteen officers provided an additional 163 hours of additional contracted patrol for the unincorporated areas of the Township of Lyons.**

25. ***Old Business* – NONE**

26. ***New Business* – NONE**

27. ***Public Comment* – NONE**

28. ***Adjournment* – Trustee Kelly moved; Trustee McDonald seconded to adjourn the meeting at 6:20 p.m.**

Voice Vote in favor by all.

Motion Carried.

Respectfully Submitted,



George Pach

Deputy Clerk, Township of Lyons