

NORMAL TOWNSHIP
BOARD OF TRUSTEES MEETING
NORMAL TOWNSHIP HALL
APRIL 17, 2014
8:17 A.M.

Board Members Present: Mel Schultz, Ray Ropp, Richard Farr, and Rick Phillips
Elected Officials Present: Arin Rader and Robert Cranston
Elected Officials Absent: Amy Conklin and Randy Schaab
Others Present: Jennifer Engelman, Director of The Seniors Program, Gene Gudeman and Ray Miller with the Senior Advisory Committee, and Chad Frankeberger and David Burnison with the Farnsworth Group

Supervisor Farr called the meeting to order at 8:17 am. Ray Ropp moved to accept the minutes of the March 20, 2014 monthly board meeting with the correction of Brain to Brian Finch. Rick Phillips seconded the motion and the motion carried.

Minutes of the April 8, 2014 Annual Meeting and Budget Hearing along with minutes from the Special Board Meeting were handed out for review but will not be approved until next year.

Mel Schultz moved for approval of the bills for the month of April. The bills for the four accounts with payroll amounts being included in all but the General Town accounts are as follows:

General Town -	\$ 3,495.36
General Assistance -	\$ 8,502.26
Senior Citizens -	\$ 10,409.49
Road & Bridge -	\$ 7,546.85

Ray Ropp seconded the motion and the motion carried.
(Note: Payroll is being met twice monthly as provided for by a Board of Trustees Resolution. Utility bills that fall within the budget line items are paid according to a Board of Trustees Resolution.)

The EA/GA number of appointments for March was up a little compared to February. There were 68 appointments with 49 clients. In February we had 63 appointments with 45 clients. Our expenditures for the 38 GA clients was \$9,500.00 and the EA was up to 10 clients at \$2,933.02. February figures were 39 GA for \$9,750.00 and 6 EA for \$2,146.28. April numbers have increased as Ameren sent out electric shut offs and rental assistance is picking up again. The numbers for March 2013 were 48 GA at \$9,952.03 and EA for 3 clients at \$913.40.

Rob Cranston, Assessor, told the Trustees that his staff has sent out questionnaires to former owners of apartment buildings that have sold in the last year and will send out requests for information to present owners of the remaining apartment buildings soon. That will give them information on re-evaluating all the apartment buildings in Normal this year.

Amy Conklin, Clerk, was not in attendance so Mr. Farr asked if everyone had filed their conflict of interest statements with the County Clerk. All indicated that they had.

Arin Rader, Highway Commissioner, reported on Motor Fuel Tax receipts for the first 3 months of 2014 of over \$7,200 and has a balance with the County of \$16,304. Arin went on to report that he has been working on repairing the shoulders on his roads that have washed away and is still fixing holes that have appeared. He told the Board that they have been out doing preliminary work of the West mile of Northtown Road so he can proceed with getting that mile completed this summer. He is not sure that the county Engineer can get the additional mile engineering done to allow him to do it as well this year. Arin went on to tell the Board that he has been notified that the Town of Normal will be replacing the water mains along Northtown Road that runs in front of his buildings and he will have frequent road closings.

Jennifer Engelman, Seniors Program Director, reported that they had been very busy the past month at the Center. She told of the TV station doing a story on our senior center and the new building project this past week. In May we will offer a new water color program; all bingos are sponsored; there will be a caregiver resource program; a bus trip to Starved Rock; Cooking with Sandy Knapp; and Humor Collection Display with Jerry Parsons. Jennifer went on to tell of the problems she is having with the bus companies going out of business. Both Dehm and now Monticello have done so. She is now using Elegant Limo as Peoria Charter is very expensive.

Supervisor Farr reported that the auditors will be here in May to begin their field work and we should get our report in July.

Mr. Farr asked if anyone could attend the TOI attorney's conference to be held at the Doubletree Hotel in Bloomington on May 9th.

Mr. Farr went over his investment report and discussed the very low interest rates that we are receiving now.

Mr. Farr then asked if anyone could attend the TOI Education conference at the Marriott Hotel in Normal on May 22nd. Only Rick Philips indicated he would be there but he said he thought that TOI would register him and waive the fee since he is on the State Board

There were no comments from the public at this meeting.

Old Business – Mr. Farr introduced Chad Frankeberger and Dave Burnison with the Farnsworth Group who brought out the latest plan for the new senior center and went over the changes since our last meeting as a Board with them. They indicated that they were working of coming up with cost estimates now and should have them in a month. They also introduced ideas for the exterior of the building suggesting that we can use windows above the entrances to allow light into the atrium and hallways. They also suggested we could put windows up high on the South side of the building to allow light to go over the rooms against the South wall and give light to the hallway that runs East and West in the building. The Trustees asked many questions and discussed several of the ideas and possible changes that might be made to lower costs if possible. Chad and

Dave were asked to get with Rob Cranston and Rich Farr and get information on what would each need in design for the second floor office space should we go ahead with adding that. This was prompted by the State of Illinois ADA office telling us that we had to install an elevator to the second floor since this is a public building even if we do not use it or any of the space on the second floor.

Mr. Farr then brought up the correspondence with Mr. Youngs that he has received and forwarded on to the Trustees. While the ideas are of merit Normal Township is not the agency that could even begin to do what he is suggesting. They advised Mr. Farr to thank him for the information and acknowledge receipt of the information.

New Business – Mr. Farr presented the Trustees with an update for a change in publishing the Treasurer’s Report. A new state law allows Townships to just publish a notice that our annual audit report is available for review at our office and the County Clerk’s Office instead of the whole big report. We will still have to file a copy of the Treasurer’s Report and proof of the publication of the Notice with the County Clerk’s Office. A motion was then made by Rick Phillips to authorize the use of the audit availability notice in place of publishing the former Treasurer’s Report. Mel Schultz seconded the motion and the motion carried unanimously.

The trustees then reviewed the appraisal of our building at 304 E. Mulberry Street done by Brian Finch. The value Mr. Finch came up with was \$315,000 which several of the trustees thought was a little bit low. Mr. Phillips felt the value should be in the \$370,000 to \$415,000 range as he watches the sale of office space in the Landmark area where his office is located. A motion was then made by Mel Schultz to acknowledge receipt of the appraisal and to place it on file in our office for future use as seen fit. The motion was seconded by Rick Phillips and carried unanimously.

Ray Ropp made a motion to adjourn the meeting Rick Phillips seconded it. The motion carried, and the meeting adjourned at 10:26 a.m.

Clerk

Date