

NORMAL TOWNSHIP  
BOARD OF TRUSTEES MEETING  
NORMAL TOWNSHIP HALL  
SEPTEMBER 17, 2015

Board Members Present: Ray Ropp, Mel Schultz, Rick Phillips, Randy Schaab and Richard Farr

Elected Officials Present: Arin Rader

Elected Officials Absent: Rob Cranston and Amy Conklin, Clerk

Others Present: Jennifer Engelman, Senior's Program Director, Ray Miller, Michael Buragas with the Farnsworth Group

Supervisor Farr called the meeting to order at 8:20 am.

Rick Phillips moved to accept the minutes of the August 20, 2015 monthly board meeting. Mel Schultz seconded the motion and the motion carried unanimously.

Mel Schultz moved for approval of the bills for the month of September.

The bills for the General Town account exclude any payroll related expenses but the other three accounts include payroll reimbursement amounts and are as follow:

General Town -	\$ 195,676.07
General Assistance -	\$ 18,231.66
Senior Citizens -	\$ 24,569.73
Road & Bridge -	\$ 1,303.18

Ray Ropp seconded the motion and the motion carried unanimously.

(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.)

In August there were 71 appointments with 59 individuals or couples seeking financial assistance. July's numbers were 94/64. 31 applicants received \$7,322.19 in General Assistance compared to July's 37 at \$9,211.00. 21 applicants received \$5,504.08 in Emergency Assistance compared to July's 17 at \$3,834.22. One year ago the numbers were 82 appointments with 78 clients, GA of 47 for \$11,602.30 and EA of 21 for \$6,297.74. Mr. Farr reported that they had seen another round of Ameren shutoffs in August and September. We are seeing appointments out one week right now but about 1/3 of those are not showing up both in GA and EA clients.

Rob Cranston, Assessor, was not present but had his report on the assessments he turned in to the county for review at this meeting. It showed an increase in EAV of \$31,860,631 and a multiplier of 1.0000 from the County Supervisor of Assessments. Rob's report indicated that about \$22,000,000 of the increase was in his revaluation of student apartments in town.

Amy Conklin, Clerk, was absent so Mr. Farr told the board that he had responded to the letter from Kevin Mansfield with Midwest Transit requesting that we cancel the bus order and award the contract to them.

Arin Rader, Highway Commissioner, informed the Trustees that he had the county crew come in and repair areas on Northtown Road where culverts cross. He reported that Rowe Construction was back out working on the ditches that they installed last year regrading and reseeding them on West Northtown Road where they had silted in.

Jennifer Engelman, Seniors Program Director, updated the Board on the activity for October at the Center and on past activities by handing out reports on last month's activity and the upcoming October calendar. She reported that September has been a very busy month for the programs. The watercolor workshop with the guest instructor is full again this year with people on the waiting list and will take place in October. She went on to say that all October Bingo's are sponsored and they had to move it into the social room to accommodate the attendees; there will be two bus trips to Tanner's Orchard and one to Rader's Farm; Advocate BroMenn will be doing a program on heart disease and surgeries; October will see flu shots again for seniors; a smart driver session is also planned; and she has a person who will be doing a quarterly program on financial stability for seniors and estate planning.

Supervisor Farr said that we will hold a workshop for the new Levy after the regular October meeting. He will try to get the numbers out prior to the meeting.

Mr. Farr told the Board that is going to move the funds that we have had in our Senior Citizen Living Memorial Fund over the newly created 501(c)3 ARC Living Memorial Fund and changing the FIEN reporting number on the accounts. For now the funds will stay in our general ledger just as they have been.

No need to go to closed session

No Public comments.

Old Business –

Michael Buragas with the Farnsworth Group gave a short update of the construction project telling the board that the steel has arrived and the second floor is taking shape now so the space beneath it will start being constructed soon. We asked if the project is on schedule he said the contract is still saying that they will be done on time. He then went over the change orders that need to be approved on the project to get the parking lot redone along with new lighting for the parking and the placing of drywall over the concrete walls along the West hallway so the building looks finished.

A motion was made by Ray Ropp to approve change orders 11ar, 31r and 36. The motion was seconded by Rick Phillips and passed unanimously.

The next item on the agenda was a report by Mr. Farr on bids from other sign companies. In addition to those proposed by the Great Display Company bids were received from Prairie Signs and Super Signs. Mr. Farr tried to explain the differences in the sign construction of the three bidders and it became clear that we did not have all bids for the same signs. Mr. Farr and the committee were trying to point out that the bid from The Great Sign Company was for a much higher quality sign that the committee had requested they produce. After a lot of discussion the Board asked Mr. Farr to send out a new request for proposal for the same products as The Great Sign Company had proposed for the corner sign both as a rectangular sign and a sign using the arc pointing towards the building that everyone likes so well. The signs should be 18” wide and have two sets of lighting with ¾ “ letters protruding through the face of the .125 aluminum sides and sitting on saddle mount over steel tubes in concrete baseplate. The sign over the East entry should also be rebid with the exact same specs as the bid from The Great display Company.

New Business –

Mr. Farr presented a report on the possible purchase of a new 25-30 passenger bus as requested at our last meeting. Ray Miller had prepared the report based on information provided by the management team at the senior center and costs provided by Mr. Farr. The report had to make some assumptions but showed that after the first year we would be making money with our own bus but in the five year projection we would not offset the first year loss. After considerable discussion it was agreed that at this time the extra cost of a second bus would not be offset by the advantages to the program. We would have to double the number of trips to make this possible. This program should be looked at annually to see if it becomes feasible to do the necessary number of trips with our own bus and at least break even over a period of time.

Ray Ropp made a motion to adjourn the meeting. Randy Schaab seconded it. The motion carried, and the meeting adjourned at 10:20 a.m.

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Clerk

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Date