

NORMAL TOWNSHIP
MONTHLY BOARD MEETING
NORMAL TOWNSHIP BUILDING
304 EAST MULBERRY
OCTOBER 17, 2019
8:15 AM

BOARD MEMBERS PRESENT: Supervisor Sarah Grammer, Trustees Dayna Schickedanz, and Sally Pyne

BOARD MEMBERS ABSENT: Trustees Arlene Hosea and Ray Ropp

ELECTED OFFICIALS PRESENT: Assessor Rob Cranston and Highway Commissioner Arin Rader

ELECTED OFFICIALS ABSENT: Clerk Amy Conklin

OTHERS PRESENT: ARC Director of Operations Rick Lewis and Senior Advisory Chair Robert Stefl

CALL TO ORDER: Supervisor Grammer called the meeting to order at 8:15 AM.

APPROVAL OF MINUTES: Trustee Pyne made the motion to approve the minutes of the September 19, 2019 and amend them to include information that was shared about the changes to the cost of meals at the McLean County Elected Officials meetings. Trustee Schickedanz seconded. Motion passed.

APPROVAL OF EXPENDITURES: Trustee Pyne made the motion to approve the bills and expenses as presented. Trustee Schickedanz seconded. Motion passed.

EXPENDITURES for September 20 – October 17, 2019

General Assistance: \$36,674.02

General Town: \$179,506.31

Road and Bridge: \$11,289.58

Senior Citizen: \$76,427.67

COMMUNITY ENGAGEMENT

Trustee Pyne was active in numerous community events. See attached report.

ASSESSOR REPORT by Rob Cranston

Assessor Cranston reported its Board of Review season. His office is working through the appeals. A multiplier of 1.07% was applied this year.

CLERK REPORT by Amy Conklin

No report.

ROAD COMMISSIONER REPORT by Arin Rader

Commissioner Rader reported he is mowing roadsides and pulling rock on shoulders to make room for farm equipment. He also started winter maintenance on the trucks.

SENIOR PROGRAM

Director of Operations Rick Lewis and ARC Advisory Committee Chair Bob Stefl updated the board on ARC activities and reminded everyone that the annual Veteran's ceremony will be on Saturday, November 2nd from 12:00-2:00 PM, including a free a cookout. See attached report.

GENERAL ASSISTANCE REPORT by Sarah Grammer

In September, there were 120 appointments with 101 residents. Total assistance disbursed: \$31,708.82

September 2019 GA

45 clients at \$12,781.39

September 2018 GA

52 clients at \$12,500.03

September 2019 EA

33 clients at \$18,927.43

September 2018 EA

23 clients at \$12,817.28

SUPERVISOR REPORT by Sarah Grammer

Kreiling Roofing completed roofing repairs at Township Hall and ARC the first week in October. The roof at ARC is in good shape. The patching and sealing at Township Hall should prevent leakage for another two years until it can be replaced. Contracts have been signed with O'Brien Brothers Inc and Vissering Construction, as authorized by the board in September, and both companies have begun work at ARC.

PUBLIC COMMENT

None

NEW BUSINESS

- A. Discussion and planning for the 2019 Normal Township Levy. Supervisor Grammer presented data and financial projections through March 31, 2021 and updated the board on required increases to IMRF, as well as increased health insurance premiums. Last year, the board was able to pass a flat levy, but with increased costs this year, she recommended a slight increase to the levy to keep the IMRF, Social Security, and Senior Citizen balances healthy. Trustee Pyne motioned to declare the board's intention to raise the Normal Township levy to \$2,022,500 for 2019 by increasing it \$50,802 (2.58% over the previous year). Trustee Schickedanz seconded. Motion passed.

- B. Discussion and planning for the 2019 Road and Bridge Levy. Supervisor Grammer presented data and financial projections for all Road and Bridge funds through March 31, 2021. Road Commissioner Rader discussed ongoing plans to build a new Road Maintenance Building. A slight increase was proposed to the General Road Fund (\$25,800) and a decrease to the Equipment and Building fund (\$31,000), resulting in an overall decrease of \$5,200 to the 2019 Road and Bridge Levy, totaling \$781,300. Trustee Pyne motioned to declare the board's intention to lower the Road and Bridge Levy to \$781,300 for 2019. Trustee Schickedanz seconded. Motion passed.
- C. Discussion of 2020 Holiday Schedule. Trustee Schickedanz recommended adding closure of ARC on Saturday, December 26, 2020 in order to give staff the full holiday weekend off. Trustee Pyne motioned to adopt the Holiday Schedule as amended. Trustee Schickedanz seconded. Motion passed.
- D. Discussion of renovations at ARC. Michael Buragas from Farnsworth updated the board. The renovations are on schedule. Board was presented with a proposal request of an additional \$1,223.64 to address electrical changes, an additional \$2,157.63 in concrete removal, and a credit of \$528 for reuse of an interior door frame. Trustee Pyne moved to accept the changes for a total cost of \$2,852.97. Trustee Schickedanz seconded. Motion passed.

Board was asked to set expectations for proposal requests going forward. Trustee Pyne made a motion to empower Supervisor Grammer to approve changes under \$10,000 between board meetings. Trustee Schickedanz seconded. Motion passed.

SUGGESTED ITEMS FOR NEXT AGENDA

Trustee Pyne would like a presentation from the ARC Living Memorial Board before the end of the year.

ADJOURNMENT: Supervisor Grammer adjourned the meeting at 9:24 AM.

(Minutes taken by Supervisor Grammer in Clerk Conklin's absence)

Normal Township Clerk- Amy Conklin

Date

SEP 23: ISU Audiology presentation: asked about clinics for our members—see that there is an upcoming clinic. Joe Ramholz, ARC Advisory Board, plans to investigate if the ARC nurse might conduct the balance test we learned at this session along with her blood pressure checks. It measures a person's risk of falling.

SEP 24: Chestnut Health breakfast: Ellysia & Sammi also attended. Learned of a range of services all over the state that Chestnut provides. May want to use their resources at ARC (see below OCT 4)

SEP 25: Non-profit showcase: chatted with YWCA who is very appreciative of increase grant funds; Project Oz is interested in applying next year.

SEP 30: Combined cities & county meeting: A possible forum for defining boundaries for attracting new business and offering incentives. Presentations were done by EDC (new director, Patrick Hoban—who suggested our community develop a specific incentive policy), the Chamber & BN Visitor's Bureau.

OCT 2: Unit 5 Foundation Breakfast: Presentations from their board regarding new initiatives for technology and work options in addition to author/teacher Rae Hughart;

OCT 3: "Daring Diversity Conference" at HCC: first year—Chemberly Cummings, Normal Town Council member attended "REAL: Racial Equality And leadership" which provided her training and funds for the conference. Some very frank discussions and a history of race, its definition, coded language & micro-aggressions (able to attend just one of two days).

OCT 4: Leadership Lite at Chestnut Health: Stress presentation & then tour and overview of services. Suggested they provide ARC with some presentations including safe opioid use and a meeting with ARC staff was already to occur the next day!

OCT 9: Illinois State University Community Partner Breakfast; updates on campus construction and focus on changes in Athletics through a presentation by AD, Larry Lyons.

OCT 13: Rivian event in uptown—new prototypes revealed to the community.

OCT 16: Immigration panel at Normal Public Library

TODAY: Behavioral Health Community Forum; Lunch presentation = "The Ripple effects of Trauma; Community Impact & Resilience."

ARC Director of Operations Report

October 17, 2019

1. ARC volunteer and son of Sr. Advisory Board Member Anand Deoskar died on Saturday, October 12. Members and staff are saddened by the family's loss. Anand was popular with many members as a volunteer in Bonnie's Café and the east reception desk.
2. Construction began Monday on ARC's HVAC. Contractors from Vissering and O'Brien are in the building staging their tools, removing the old compressors, and opening ceiling tiles to prep for new lines.
3. Sammi and Rick met with Susan Real from the East Central Illinois Area Agency on Aging to discuss funding and plans for the Sunshine Committee Home Visits program. ECIAAA is providing funding for goody bags to be delivered by volunteers who will visit and spend an hour with a homebound member. More planning needs to occur to finalize the funding proposal, draft a memorandum of understanding, and to recruit and train volunteers. One of the most positive outcomes of this meeting is the recommendation of hiring a paid volunteer coordinator.
4. The Get Up and Move health promotion will be postponed until November to allow time to plan as well as prepare to promote healthy eating during the holiday season. Produce and Fruit Share is beginning to be provided consistently on Thursdays. Fruit is also being placed in the Café on Tuesday afternoons funded by donations from the membership.
5. Some programming highlights for the month of October include: Walgreen's hosted the annual flu clinic on Tuesday, October 1st; representatives from ISU presented on their upcoming Senior Professional Education programs being offered in the Spring of 2020 last October 2nd; The American Red Cross hosted a Blood Drive on October 4th; ISU Audiology provided free hearing screenings on October 11th; the Senior Scholar program for October 29 is a free piano concert at 2pm titled Bach to Broadway featuring retired IWU faculty Marcia Hishman and Carol Churukian; Be Smart is presenting an informational on Gun Safety on Wednesday, October 30th at 10:30am. Volunteer hours for programming for the month of September was 118.
6. The Brick by Brick Memorial Wall has been temporarily removed to avoid further damage from bricks falling off the wall due to weak construction. A few members have expressed concern and staff are explaining the need to rethink this project and incorporate the bricks into the Greenspace project. Staff have proposed an alternate memorial wall involving simulated bricks that may be a better replacement.

7. Build the ARC 2019: \$1,734.00 towards General Support for ARC Living Memorial Fund and \$24,945.71 toward Build the ARC 2019. If anyone would like to volunteer to make phone calls to past donors who have not given yet, Sammi plans to update the phone list and provide a script. We encourage you as a board member to contribute if you have not already and to continue talking up the green space project.
8. Molly has begun talks with Collette Travel for 2020 trips for ARC members. Iceland is one of the international trips planned for the next year.
9. Average member attendance for the month of September include: Monday 761; Tuesday 931; Wednesday 757; Thursday 620; Friday 675; and Saturday 169. More than 528 volunteer hours have been logged in the service areas hosted at ARC.