

NORMAL TOWNSHIP BOARD MEETING  
NORMAL TOWNSHIP BUILDING  
304 EAST MULBERRY  
AUGUST 17, 2017  
8:15 AM

BOARD MEMBERS PRESENT: Supervisor Sarah Grammer, Sally Pyne, Samantha Quigle and Arlene Hosea

BOARD MEMBERS ABSENT: Ray Ropp

ELECTED OFFICIALS PRESENT: Assessor Rob Cranston, Highway Commissioner Arin Rader and Township Clerk Amy Conklin

ELECTED OFFICIALS ABSENT: None

OTHERS PRESENT: ARC Director of Operations Mindy Morgan, ARC Director of Programming Molly Camper, Alan McDowell and Robert Stefl Senior Advisory Board Co-Chairs, Dennis Bourgerie, Margaret Ann Hayden, Elicsha Sanders, Janet Guaderrama and Robert McGlade of Striegel Knobloch & Co, LLC

Sally Pyne made the motion to approve the July 19, 2017 Board Meeting minutes and Samantha Quigle seconded and was approved

July 20- August 17, 2017 EXPENDITURES

General Assistance: \$28,569.99

General Town: \$68,615.39

Road and Bridge: \$5,183.11

Senior Citizen: \$59,638.86

Sally Pyne made the motion to approve the monthly expenditures and Samantha Quigle seconded and was approved

COMMUNITY ENGAGEMENT REPORT

Sally Pyne attended a few events throughout the month

Attended the Town of Normal Appreciation gathering and it was a nice event

Attended Back to School Consortium

Has submitted a Request to the Chamber of Commerce for the Leaders on Loan Project to research possibilities for using the ARC kitchen as a Community Kitchen Incubator

ASSESSOR REPORT by Rob Cranston

Everything is still on schedule

August 16<sup>th</sup> Values were turned in to County

Net increase was ½ of 1% - this is not good growth especially with new construction

Working on the values of the old Mitsubishi plant, now Vuteq

Township Multiplier will be determined soon

Has a new file server in the office

CLERK REPORT by Amy Conklin

Nothing to report

ROAD COMMISSIONER REPORT by Arin Rader

Commercial Appraisal on the current shop building will be approximately in 4-5 weeks which will cost \$2500

Mowing ditches and shoulder work being completed before Harvest begins

Old 51 project estimate will be available next week

SENIOR PROGRAM by Mindy Morgan

Sarah Grammer introduced Allan McDowell and Robert Stefl as chair and co-chair of the Senior Advisory Committee. They are replacing Ray Miller.

Mindy introduced Elicsha Sanders as the Member Services Coordinator at the ARC and David Hernandez as the new Technology Manager.

Volunteers are needed for the BBQ and A Brew 5K

GENERAL ASSISTANCE REPORT by Sarah Grammer

July 2017 GA

17 new clients 29 repeat clients for \$11,500.00

July 2016 GA

8 new clients 23 repeat clients for \$7,278.95

July 2017 EA

21 clients for \$12,392.89

July 2016 EA

21 clients for \$5,812.82

SUPERVISOR REPORT by Sarah Grammer

Township Board Open House will meet the ARC staff on September 26<sup>th</sup>

At 5pm

Chamber of Commerce Elected Officials Reception will be September 20<sup>th</sup>

At 4:30pm at Normal's Hyatt Place Hotel

McLean County Chamber of commerce will host its annual Nonprofit

Showcase on September 27<sup>th</sup> at 7-8 am at Marriott Hotel and Conference

Center

Sarah Bush Lincoln Peace Meals received our grant of \$16,000

No Closed Session

PUBLIC COMMENTS

Dennis Bougerie asked about the status of the credit card service and Sarah is still working with US Bank. There may be payment installments for extra activities, such as bus trips.

#### OLD BUSINESS

None

#### NEW BUSINESS

Robert McGlade from Striegel Knobloch and Company went over the Annual Township Audit with the Board

Sally Pyne made the motion to approve the Annual Audit and Samantha Quigle Seconded and was approved

Sarah Grammar presented the revised Personnel Manual and the Board would like a list of all the revisions before voting. Sally Pyne and Arlene Hosea had some additions that need to be included.

This will be voted on at September Board meeting

Plans for the additional space at the ARC are still being reviewed as Sarah Grammar would like to move the Supervisor office to the ARC. Faith in Action and ISU Audiology would also like additional space. Allan McDowell stated that the Senior Program needs more space for all the members and for all the program groups. There was discussion on programming and timing. Amy Conklin made it be known that when the ARC was first being designed, the Township was hoping to move the offices to the ARC. However, the previous board realized that any additional space would need to be used for Senior Programming. There is currently 3890 members.

Arlene Hosea stated that the Township Building should provide a more comfortable and inviting environment (receptionist to replace bell) for clients

ISU Graphic Design Department will possible design a logo for the Township

Arlene Hosea moved to have a free -standing container provided by the Lion's Club outside the ARC for eyeglass and hearing aid donations. Sally Pyne seconded and was approved

Sally Pyne would like to discuss Recycling bins for Township buildings and a List of Grants

Sarah Grammer adjourned the meeting at 9:53 AM

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Normal Township Clerk- Amy Conklin

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Date