

NORMAL TOWNSHIP  
MONTHLY BOARD MEETING  
NORMAL TOWNSHIP BUILDING  
304 EAST MULBERRY  
FEBRUARY 21, 2019  
8:15 AM

BOARD MEMBERS PRESENT: Supervisor Sarah Grammer, Trustees Arlene Hosea, Sally Pyne, Dayna Schickedanz and Ray Ropp

BOARD MEMBERS ABSENT: None

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

ELECTED OFFICIALS ABSENT: None

OTHERS PRESENT: ARC Director of Operations Rick Lewis, ARC Advisory Chair and Co-Chair Alan McDowell and Bob Stefl, Tim Gilles of Farnsworth

Sally Pyne made the motion to approve the January 17, 2019 Board Meeting Minutes and Ray Ropp seconded and was approved

Sally Pyne made the motion to approve the Expenditures from January 18, 2019- February 21, 2019 and Ray Ropp seconded and was approved

EXPENDITURES for January 18, 2019- February 21, 2019

General Assistance: \$25,044.02  
General Town: \$91,092.04  
Senior Citizen: \$61,618.39  
Road and Bridge: \$86,750.97

COMMUNITY REPORT

Supervisor Sarah Grammer informed board that Illinois Senator Jason Barickman will have a Town Hall style session at the ARC to answer questions on legislation on April 29th

ASSESSOR REPORT by Rob Cranston

Everything is working on schedule

CLERK REPORT by Amy Conklin- nothing to report

HIGHWAY COMMISSIONER REPORT by Arin Rader

The House Bill to consolidate townships with 50 miles or less of township roads did not pass this time even though it keeps running through for vote  
Weight Limits for the roads have not gone into effect- usually they are January 15- April 15  
Closed on the new property - have been working with architect for building design  
More salt was needed for the rest of the winter- Will be buying more next year than this year

ARC STAFF AND ADVISORY REPORT

The new ARC Director of Operations was introduced, Rick Lewis  
He stated that some changes were made to the Inclement Weather procedures for keeping

ARC opened when possible  
Has been working on informing members how to keep the environment safe for all members regarding Behavioral issues  
Facility Advisor- Steve Lancaster who will be a liaison during the ARC renovations  
Alan McDowell- Will be reappointing Margaret Ann Hayden on ARC Advisory board  
Will be formally putting a committee together for Obituaries  
Working on the no-shows when shuttle bus is requested members to pick them up at their residents  
Bob Steff- Asked a photography group, Koda Roamers Camera Club to exhibit their work at the ARC. Working on Memorial Day program that will be on May 25

#### GENERAL ASSISTANCE PROGRAM by Supervisor Sarah Grammer

In January there were 98 appointments for 85 residents. 60 residents receiving \$22,102.42

An additional \$200 funded by a local church was distributed to a family

January 2019 GA  
47 clients for \$11,750.00  
January 2018 GA  
51 clients for \$12,448.66  
January 2019 EA  
13 clients for \$10,352.42  
January 2018 EA  
12 clients for \$7,440.08

#### SUPERVISOR REPORT by Sarah Grammer

Statements of Economic Interest is due May 1st to the County Clerk  
The Township Annual meeting will be conducted at the ARC for 2019  
Connect Transit and Township will conduct a meeting for community on March 1st at 2pm at ARC to discuss daily rate increases and the elimination of the Olive Route which is the only bus that stops at ARC  
McLean County Asphalt will be repaving the Township Building parking lot when weather improves  
Township Building roof will be replaced as soon as weather improves

#### PUBLIC COMMENT

Dayna Schickedanz informed board that Brian Smith wrote an article for the Chicago Sun Times on "Keep Township and save taxpayer money"

No Closed Session

OLD BUSINESS- None

#### NEW BUSINESS

Tim Gilles of Farnsworth led discussion of the proposed ARC HVAC proposal with Design Only or Design and Construction Administration

Sally Pyne made the motion to accept the Design and Construction Administration proposal and Arlene Hosea second and was approved

#### Discussion on Normal Township Budget for FY 2020

Saved money is receiving a higher interest rate  
Grant money given to organizations have decreased so the monies can be used to the Township social issues  
General Assistance funds needed to increase due to the new State Law increasing GA money to pay out: from \$250 to now \$305

Township social issues  
General Assistance funds needed to increase due to the new State Law increasing GA money to pay out: from \$250 to now \$305  
Still working on Senior Citizen account on having a 6 month reserve  
Personnel salaries increased for additional custodial hours

Ray Ropp made the motion to accept the tentative Normal Township Budget for a 30 day public hearing notice.

Sally Pyne seconded and was approved

Discussion on Road and Bridge budget for FY 2020

Increase in snow removal hours

Increase salt purchase/supply

New building will be larger in size from previous building: 70' x 100' approx

Planning on building a Salt Shed on new property

Ray Ropp made the motion to accept the tentative Road District budget for FY 2020 for a 30 day public hearing notice. Arlene Hosea seconded and was approved

Discussion on FY 2020 Township Meeting dates

Sally Pyne made the motion to accept the FY 2020 Township Meeting dates and Ray Ropp seconded and was approved

Discussion on April 9th Annual Meeting agenda

Ray Ropp made the motion to accept the April 9th, 2019 Annual Meeting agenda and Dayna Schickedanz seconded and was approved


Discussion on ARC Rules and Guidelines

Planning on running drills for Fire and Tornado

Sally Pyne made the motion to accept updated ARC Rules and Guidelines and Dayna Schickedanz seconded and was approved

Supervisor Sarah Grammer adjourned the meeting at 9:35 AM

  
\_\_\_\_\_  
Normal Township Clerk Amy Conklin

  
\_\_\_\_\_  
Date

**RESOLUTION NO. 2019-05**

**TRANSFER OF APPROPRIATION  
NORMAL TOWNSHIP & NORMAL TOWNSHIP ROAD DISTRICT,  
MCLEAN COUNTY, ILLINOIS**

**WHEREAS** there were adopted on the 19<sup>th</sup> day of April, 2018 by the Board of Trustees of Normal Township, McLean County, Illinois Budget & Appropriation Ordinances for the fiscal year beginning April 1, 2018 and ending March 31, 2019; and

**WHEREAS** it now appears that certain adjustments between appropriated line items within each of the four largest township funds, General Town, General Assistance, Senior Citizens, and General Road, in said ordinances are desirable and necessary; and

**WHEREAS** Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between various line items within any fund in such Appropriation Ordinance not to exceed 10% of the total amount appropriated in such fund by such ordinance;

**NOW, THEREFORE, BE IT RESOLVED BY THE NORMAL TOWNSHIP BOARD OF TRUSTEES:**

**SECTION ONE:** That there is hereby transferred from the unexpended balance the sum of One Thousand, Two Hundred and Fifty Dollars (\$1,250.00) from the following line items in the General Town Fund:

	Transfer Out	Original Line Item Budget	Adjusted Appropriation
Accounting Services	\$1,000	\$2,000	\$1,000
Publications Expense	\$100	\$1,000	\$900
Postage Expense Assessor	\$150	\$650	\$500
	<u>\$1,250</u>		

Which transferred sum of One Thousand, Two Hundred and Fifty Dollars (\$1,250.00) is hereby added to the following line items in the same General Town Fund:

	Transfer In	Original Line Item Budget	Adjusted Appropriation
GT FICA	\$1,000	\$16,000	\$17,000
Postage Expense	\$100	\$1,200	\$1,300
Assessor Telephone	\$150	\$2,500	\$2,650
	<u>\$1,250</u>		

**SECTION TWO:** That there is hereby transferred from the unexpended balance the sum of Thirteen Thousand Dollars (\$13,000.00) from the following line item in the General Assistance Fund:

	Transfer Out	Original Line Item Budget	Adjusted Appropriation
Emergency Utilities	\$13,000	\$60,000	\$47,000
	<u>\$13,000</u>		

Which transferred sum of Thirteen Thousand Dollars (\$13,000.00) is hereby added to the following line items in the same General Assistance Fund:

	Transfer In	Original Line Item Budget	Adjusted Appropriation
Shelter Expense	\$8,500	\$80,000	\$88,500
Utilities Exp – Home Relief	\$3,500	\$15,000	\$18,500
Fuel Expense	\$1,000	\$3,000	\$4,000
	<u>\$13,000</u>		

**SECTION THREE:** That there is hereby transferred from the unexpended balance the sum of Twenty-Five Thousand Dollars (\$25,000.00) from the following line item in the Senior Citizens Fund:

	Transfer Out	Original Line Item Budget	Adjusted Appropriation
Sr Health Insurance	\$25,000	\$104,000	\$79,000
	<u>\$25,000</u>		

Which transferred sum of Twenty-Five Thousand Dollars (\$25,000.00) is hereby added to the following line items in the same Senior Citizens Fund:

	Transfer In	Original Line Item Budget	Adjusted Appropriation
Utilities-Electric	\$500	\$38,000	\$38,500
Building Supplies/Maintenance	\$1,000	\$40,000	\$41,000
Program Entertainment	\$500	\$1,000	\$1,500
Training	\$1,000	\$1,000	\$2,000
Office Supplies	\$500	\$5,000	\$5,500
Program Supplies	\$2,500	\$20,000	\$22,500
Instructor's Contracts	\$18,000	\$75,000	\$93,000
Bus Trips	\$1,000	\$14,000	\$15,000
	<u>\$25,000</u>		

**SECTION FOUR:** That there is hereby transferred from the unexpended balance the sum of Thirty-One Thousand, Fifty Dollars (\$31,050.00) from the following line items in the General Road Fund:

	Transfer Out	Original Line Item Budget	Adjusted Appropriation
1425 East Rd	\$25,000	\$300,000	\$275,000
Misc Exp – Maintenance	<u>\$6,050</u>	\$20,000	\$13,950
	<u><u>\$31,050</u></u>		

Which transferred sum of Thirty-One Thousand, Fifty Dollars (\$31,050.00) is hereby added to the following line items in the same General Road Fund:

	Transfer In	Original Line Item Budget	Adjusted Appropriation
Admin Salaries	\$10,000	\$40,000	\$50,000
Admin FICA Exp	\$1,000	\$2,500	\$3,500
Cont. Svcs. Legal Fees	\$500	\$4,000	\$4,500
Worker’s Comp	\$500	\$1,000	\$1,500
Utilities	\$1,500	\$5,000	\$6,500
Equipment Maint.	\$7,000	\$8,000	\$15,000
Training	\$50	\$500	\$550
Fuel/Oil Exp	\$5,000	\$10,000	\$15,000
Maint Snow Removal	\$3,500	\$1,500	\$5,000
Supplies Snow	<u>\$2,000</u>	\$1,500	\$3,500
	<u><u>\$31,050</u></u>		

This transfer shall be in full force and effect from and after this date.

ADOPTED this 21st day of March, 2019 pursuant to a roll call vote by the Board of Trustees of Normal Township, McLean County, Illinois.

**BOARD OF TRUSTEES**

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
<u>Arlene Hosea</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Sally Pyne</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Ray Ropp</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Dayna Schickedanz</u>	<u>X</u>	<u>      </u>	<u>      </u>
<u>Sarah Grammer</u>	<u>X</u>	<u>      </u>	<u>      </u>

**ATTEST:**

**APPROVED:**



Amy Conklin  
Normal Township Clerk



Sarah Grammer  
Normal Township Supervisor