

NORMAL TOWNSHIP BOARD MEETING
NORMAL TOWNSHIP BUILDING
304 EAST MULBERRY
JANUARY 18, 2018
8:16 AM

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

BOARD MEMBERS ABSENT: None

ELECTED OFFICIALS PRESENT: Assessor Rob Cranston and Township Clerk Amy Conklin

ELECTED OFFICIALS ABSENT: Highway Commissioner Arin Rader

OTHERS PRESENT: ARC Director of Operations Mindy Morgan, ARC Advisory Board Alan McDowell

Sally Pyne made the motion to approved the December 21, 2017 Board Meeting Minutes and Ray Ropp seconded and was approved

Sally Pyne asked about some of the expenditures: Petty Cash of \$600- Each client is allowed \$25 per month for laundry

Normal Township checks with a "P"- \$ coming to Township from another fund Senior Citizen's nurse not a billable expense until this is changed before April 1st- will work with ARC Health Committee to change this

Instructor Contracts of \$40,000 was an estimate and \$63,000 current amount- money coming back to the ARC(Township)

\$350,000 Building loan was paid and \$40,000 received from Bloomington for ARC for 2017

Sally Pyne wants any organization receiving grant money from the Township to provide written documentation of accountability throughout the year

December 22, 2017- January 18, 2018 EXPENDITURES

General Assistance: \$18,954.74

General Town: \$410,195.05

Road and Bridge: \$24,336.07

Senior Citizen: \$54,376.36

Sally Pyne made the motion to approve the expenditures and Ray Ropp seconded and was approved

COMMUNITY ENGAGEMENT REPORT

Sally Pyne attended ARC Advisory Council meeting (1/4/18) and they are wanting communication to be improved between all groups. She watched the "All the Queen's Horses" documentary about the Dixon Illinois Treasurer who embezzled \$54 million and as a Trustee, Sally and the other trustees have a responsibility to review and stay vigilant in asking questions about all Township funds.

Sarah Grammer and Sally Pyne attended the Township Annual Legislative Breakfast in Pontiac (1/13/18). Governor Rauner indicated that individual communities should act independently to best utilize resources. TOI lobbyist, Taylor Anderson gave update on the activity in Springfield that will impact township government. Jason Barickman, Tom Bennett, Dan and Bill Brady were also in attendance. Sarah also attended the MLK Jr Teach-In program at IWU where the speaker Lindsey Haines stated that a person in Illinois has to make \$20/hour working full time or work 101 hours/week at minimum wage to afford an average two bedroom apartment.

ASSESSOR REPORT by Rob Cranston

He informed board of a former trustee, a wonderful man Ron Pacha, of his passing. Budget has been submitted with the same amounts as 2017. Board of Review numbers have been entered and will be reported at a later date.

CLERK REPORT by Amy Conklin- nothing to report

ROAD COMMISSIONER written Report by Arin Rader

Have had many truck issues and breakdowns but have kept roads clear and passable. Attended County Highway Department meeting which spring weight restrictions were discussed. We will be in program with the county sheriffs department to patrol roads and check for overweight loads passing through township. Bought and received equipment that will preserve the road edges and rebuild the shoulders. Will be bidding for overlay project of 1425 E. Road which was delayed from last fall. This project will be done during summer 2018.

SENIORS PROGRAM

Alan McDowell- on April 1st, there will be one opening on the ARC Advisory board and he would like to renew Bob Stefl term. Elections for Chairman and vice Chairman will also be voted on for a two- year term. Mindy Morgan stated the membership is 4097. Have not been able to deactivate members who did not renew. There has only been a 46% renewal rate with the goal at 75%. In January 2017 there were 142 members who joined. This January it has been 95 new members. There are 16 members who have signed-up with Silver Sneakers. On April 1st, individual membership fee will begin (no couple discount)

GENERAL ASSISTANCE REPORT by Sarah Grammer

December had 97 appointments with 87 residents

December 2017 GA

54 clients for \$13,153.49

December 2016 GA

31 clients for \$8,642.40

December 2017 EA

17 clients for \$11,446.73

December 2016 EA

14 clients for \$4,602.00

SUPERVISOR REPORT by Sarah Grammer

Working on a better way to record GA and EA client returning standings

No Closed Session

No Public Comment

UNFINISHED BUSINESS- None

NEW BUSINESS

Prohibiting Sexual Harassment Policy was reviewed and discussed

Sally Pyne made the motion to approve the Normal Township Policy Prohibiting Sexual Harassment for the Normal Township, Assessor and Road District. Arlene Hosea seconded and was approved.

2018 Budget Amendment discussion

GA fund line items were not used. Can move 10% of a budget line to another. Amend budget of April 2017 to open Reserve Funds.

Ray Ropp made the motion to forward this amendment for a 30 day public review with a Budget hearing and vote on February 22. Sally Pyne seconded and was approved.

Annual Meeting discussion

Budget needs to be approved at the February 22 meeting

Sally Pyne- The \$26,000 for troubled youth could go to a few organizations in a grant form instead of one

Amy Conklin- Lower the amount of money given or eliminate the optional Emergency Program which has tripled in the amount given to each person after the new Board approved this amount (tripled) which went over the 2017 budgeted amount

Discussion of the ARC rental policy

Kitchen usage fee should increase

Discussion on partnering with Midwest Food Bank

Need distribution location closer to Illinois State University Campus for college students who need help

Meeting adjourned at 10:01 AM

Normal Township Clerk- Amy Conklin

Date