

NORMAL TOWNSHIP
MONTHLY BOARD MEETING
304 EAST MULBERRY
APRIL 15, 2021
8:15 AM

Meeting held Virtually through Zoom video/audio
(Supervisor Sarah Grammer physically present in Township Building)

Roll Call of attendees by Clerk Amy Conklin

BOARD MEMBERS PRESENT: Supervisor Sarah Grammer, Trustees Arlen Hosea, Dayna Schickedanz and Ray Ropp

BOARD MEMBERS ABSENT: Trustee Sally Pyne

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

ELECTED OFFICIALS ABSENT: None

OTHERS PRESENT: ARC Director Rick Lewis, ARC staff Elicsha Sanders and Citizen Mary Wuhrmann

Ray Ropp made the motion to approve the March 18, 2021 Board Meeting Minutes and Arlene Hosea seconded

Roll Call: Aye: Arlene Hosea, Dayna Schickedanz, Ray Ropp and Supervisor Sarah Grammer
Nay: None

Approved

Ray Ropp made the motion to authorize Expenditures from March 19, 2021- April 15, 2021 with the exception of check #7475 for \$2961 paying MMR Law.

Services were provided to the Electoral Board Chairs and Township Clerk for the Objection and Appeal that was filed for Wiping Off the Ballot for April 6, 2021 Election, nominee Amy Conklin for Supervisor and Trustee Ray Ropp to be Re-Elected. The Objection and Appeal was filed by current Township Supervisor Sarah Grammer and by McLean County Democratic Party board member John Whalen

Ray Ropp stated that the Normal Citizen's tax dollars should not be used for a Political Agenda
Supervisor Sarah Grammer stated that Attorney Redlingshafer provided services and the Township needs to pay him

Ray Ropp also opposed the previous payment to MMR for \$5000 last month

There was no second to the motion

Dayna Schickedanz made the motion to authorize Expenditures from March 19, 2021- April 15, 2021 and Arlene Hosea seconded

Roll Call: Aye: Arlene Hosea, Dayna Schickedanz and Supervisor Sarah Grammer

Nay: Ray Ropp

Authorized

The Normalite charges are for publishing the Annual Township Meeting and for the Road and Bridge bid proposals to be submitted by 5/14/2021

General Town: \$104,796.00

General Assistance: \$9,553.41

Road and Bridge: \$13,575.53

Senior Citizen: \$20,344.58

COMMUNITY ENGAGEMENT REPORT: Dayna Schickedanz asked for clarification of why Clerk Amy Conklin did not report any Community Engagement when Trustee Sally Pyne stated all of her participation at community events

Clerk Amy Conklin repeated the same explanation that was given at last board meeting. Community Engagement is reported when a member of the township provides information for the Board to discuss and review for anything pertaining to the Township. If it does not relate or no detailed information provided, it is not reported. If a member mentions attending events and does not pertain specifically to Township, it is not reported

Dayna Schickedanz asked if Sally Pyne was told that her report was not going to be reported in minutes

Clerk Amy Conkin stated that 4 years ago these instructions were given and there have been several months where nothing was reported in minutes due to no information being provided to discuss pertaining to the Township

Arlene Hosea reported that she helped coordinate ARC information distribution at the Mt. Pisgah Baptist Church second Vaccine Clinic on April 26th, and Trustee Pyne and ARC members Jana Edge, Mary Wuhrmann, and Judy Raymond, along with Pat Turner, distributed both ARC and Peacemeal information.

ASSESSOR REPORT by Rob Cranston

There are 30 new residential constructions- Values are going up

CLERK REPORT by Amy Conklin

Stated that it has been an honor to serve the community in this capacity for the past 8 years as Clerk

HIGHWAY COMMISSIONER REPORT by Arin Rader

Working on Road Shoulders- a Sink Hole was Cold Patch- working on repairing a spot on Zeibarth Road where the drain tile broke- there have been 10-12 Building Project requests to bid for the new Road and Bridge building, proposals are due May 14, 2021

ARC Staff and Senior Advisory Committee Report- please see ARC Director Rick Lewis' notes
He added that ARC member Roger Cann who helped organize ARC Veteran's Memorial Events
and the ARC Golfing outings has passed away this week

SUPERVISOR REPORT by Sarah Grammer- please see attached notes
The Solar energy has begun generating this week for the ARC
Received a \$530 donation for General Assistance from the Universal Church
Budget Hearing will be April 26, 2021 at 5:30 pm

Public Comment- None
Closed Meeting Session- None

NEW BUSINESS

Discussion of ARC Reopening- Rick Lewis stated that the ARC will have a "soft" reopening
on May 3 from 8-4pm Monday through Friday
and on May 10, 50 people in total will be able to attend ARC (38 citizens)
6 people in fitness room
4 in billiard's room
1 pickle ball court with 4 players
8 in painter's workshop
a mask is required at all times
will continue with Digital programming and virtual programming
State Farm is donating 40 Echo Dots to members to communicate with family/friends- Dayna
Schickedanz can assist set up for members
The County wants 75% of Seniors to be vaccinated

Discussion of Senior Advisory Committee Guidelines- Supervisor Sarah Grammer will meet
with Bloomington Supervisor Deb Skilrud before
finalizing with Board

Overview of 2020 Township Grants
Peace Meal, Community Health Care Center, Prairie State Legal, Project Oz Yes program and
YWCA

These organizations will provide reports for the May Board Meeting on May 20, 2021

Meeting Adjourned at 8:57 am

NORMAL TOWNSHIP SUPERVISOR'S REPORT

Prepared by Sarah Grammer

April 15, 2021

1. **Assistance Report:** In March, 29 assistance appointments were scheduled for 29 residents. The township disbursed \$7,656.00 in General Assistance funds to 24 clients. One application for help with \$94.46 of unpaid medical was also processed using John M Scott Grant funds.

GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE APR 2020 - MAR

2021				
2021	GA	AMOUNT	EA	AMOUNT
20-Apr	40	\$11,856.00	0	0
20-May	38	\$11,856.00	0	0
20-Jun	37	\$11,544.00	0	0
20-Jul	39	\$12,031.94	0	0
20-Aug	42	\$10,429.51	0	0
20-Sep	34	\$10,608.00	11	\$5,510.32
20-Oct	33	\$9,883.37	8	\$4,105.81
20-Nov	32	\$9,584.45	0	0
20-Dec	27	\$8,220.00	0	0
21-Jan	28	\$8,736.00	7	\$5,413.39
21-Feb	29	\$8,882.57	1	\$605.00
21-Mar	24	\$7,656.00	0	0
TOTAL	403	\$121,287.84	27	\$15,634.52

GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE APR 2019 - MAR

2020				
2020	GA	AMOUNT	EA	AMOUNT
19-Apr	41	\$12,464.00	10	\$4,502.42
19-May	47	\$14,288.00	16	\$8,793.43
19-Jun	40	\$11,938.02	17	\$7,636.51
19-Jul	51	\$15,369.60	25	\$13,581.64
19-Aug	43	\$12,717.80	24	\$13,683.23
19-Sep	45	\$12,781.39	33	\$18,927.43
19-Oct	42	\$12,485.00	31	\$16,223.59
19-Nov	38	\$11,552.00	18	\$9,404.40
19-Dec	42	\$12,768.00	18	\$12,913.14
20-Jan	51	\$15,269.29	12	\$8,654.44
20-Feb	48	\$14,756.94	5	\$2,330.98
20-Mar	40	\$12,067.86	3	\$1,465.29
TOTAL	528	\$158,457.90	212	\$118,116.50

2. **ARC Greenspace Project:** The first meeting with Farnsworth Group regarding the plan for the ARC Greenspace Project is on Wednesday, April 14th at 9:00 AM.
3. **Normal Township Senior Advisory Committee Guidelines:** An updated draft is in your packet with changes based on feedback from the board at the March meeting.
4. **Township Website:** The IT391: Directed Project In Information Technology class, lead by Dr. Hyoil Han at ISU, has made progress creating a new, enhanced homepage and website structure for the township. The new site design should be complete in late April. Please provide a photo and bio if you would like it added to the website.
5. **2021 Budget Hearing:** Due to public notice publication requirements, the 2021 Budget Hearings have been scheduled for Monday, April 26th at 5:30 PM at Normal Township Hall.

ARC Director of Operations Report
by Rick Lewis
April 15, 2021

1. April marks the fifth anniversary of ARC in the facility. A banner was installed at the entrance and face masks distributed to donors with the anniversary logo. Sammi coordinated Volunteer Appreciation using this theme to celebrate the work of our volunteers with a treat, mask, and early key fob pick up.
2. ARC staff are gearing up for phased opening in May. Members have been invited to the building on assigned dates to pick up key fobs for entry based on last name initials. We will offer tours of the new spaces for members wishing to see the space and tutoring on the member portal to teach members how to register for activities. Protocols for attending activities have been drafted and will be distributed. The first week in May will be a “soft opening” with select groups allowed in the building following COVID protocols for room capacity, social distancing and mask wearing. May 10 is the date for full opening under the guidelines for 50 people in the building.
3. ARC’s facility manager Preston has been working with his custodians to identify minor chips and scuffs on the walls to clean and paint to prepare for opening. Five years of operations has created small wear and tear to the building with chairs against walls and equipment or handprints on the walls from walkers. The walls will have a fresh coat of paint before the members return.
4. Friday, April 16 is the last day of vaccine clinic’s at ARC for second dose Moderna. My estimate of doses administered at ARC (first and second doses) as shared by Carle Bromenn is 5830. We will be tearing down the clinic and sanitizing our spaces in preparation for May opening.
5. I have been attending Zoom meetings with the ECIAAA to discuss challenges and issues with access to vaccinations for homebound seniors. It is my belief that ARC members who want a vaccine have been vaccinated but there is a small population of members who will choose not to take a vaccine. Faith in Action and Community Care Services Inc. made efforts to vaccinate their clients who are mostly homebound. IDPH has indicated 78.39% of seniors 65+ have been vaccinated so the discussions focus on populations that don’t have transportation or groups with hesitancy.
6. SHIP counselors are preparing for ARC’s reopening with in-person counseling following COVID protocols. Meetings may be held in their office with one client or couple with plexiglass. Counselors have picked up key fobs during key fob distribution. The state SHIP program has required that SHIP counselors are fingerprinted and background checked using nationwide wide checking due to their work with senior populations and laws that protect seniors. Our application for an ORI number has been submitted to the Illinois State Police before we can direct counselors to an approved vendor. A grant has been approved by ECIAAA to fund the costs for background checks for this first round. Background checks must be conducted for current SHIP volunteers every three years.

7. VITA will be extending their services to accommodate the extended deadline for filing taxes adding April 23, April 30, May 7, and May 14 to accommodate the deadline. Appointments will be every 15 minutes from 9:00 to 12:45 on April 12, April 23, April 30, and May 7. May 14 will be reserved for the May 7 clients to come back and pick up their returns and no new appointments that day. Four clients per hour for four hours each of those four dates will allow an additional 64 clients to be served.
8. The Quilt Raffle ended on April 1 and collected \$2860 in ticket sales. After administrative costs ARC's Living Memorial Fund will deposit \$2650 with the foundation. The winner of the raffle works in a local doctor's office and plans to display the quilt in the office.
9. The Memorial Day Recognition planning group met to begin discussions of our annual Memorial Day program. The program is scheduled for June 2 (rain date June 3) at 10:30am outside at the south entrance. American Legion Post 635 & 56 has agreed to perform military rites and Colonel David Terrinoni will continue to be the MC. There will be a wreath laying ceremony at this program to commemorate the 100th anniversary of the Tomb of the Unknowns.
10. State Farm contacted ARC to extend an invitation for free Amazon Echo Show devices. The device can be used to communicate face to face if both persons have a device. It can also be used as a smart device. Staff will identify members who are open to learning to use the devices and provide two devices so they can have a convenient way to communicate with a friend or family member to reduce social isolation.