

**NORMAL TOWNSHIP
REGULAR BOARD MEETING MINUTES
THURSDAY, MARCH 17, 2022 AT 8:15 AM
304 E MULBERRY, NORMAL, IL**

The meeting was held at the Normal Township Hall, with the option to join remotely via Zoom.

1. Call to Order

The meeting was opened at 8:15 a.m. by Township Supervisor, Sarah Grammer.

2. Land Acknowledgement

Supervisor Sarah Grammer read a statement acknowledging ancestral land of indigenous groups who currently live or have lived in the Normal Township area.

3. Roll Call

Supervisor Sarah Grammer	Present
Trustee Sally Pyne	Present
Trustee Floyd Aper	Present
Trustee Art Rodriguez	Absent
Trustee Arlene Hosea	Present-via Zoom

Additional Township Elected Officials Present

Pat Turner:	Clerk
Rob Cranston:	Assessor
Arin Rader:	Road Commissioner

ARC Staff Also Present:

Jess Ray: (New) ARC Director of Operations
Molly Camper: Director of Programming (Via Zoom)
Elicssha Sanders: Director of Member Services

4. Pledge of Allegiance

5. Approval of Minutes

A. Approval of the February 17, 2022 Regular Meeting Minutes

Motion to Approve February 17, 2022 Regular Meeting Minutes

Motion: Floyd Aper

Second: Sally Pyne

Aye: Sarah Grammer, Sally Pyne, Floyd Aper, Arlene Hosea

Nay: None

6. Approval of Expenditures from February 18, 2022- March 17, 2022

Motion to approve expenditures as presented below;

General Town Fund	\$109,334.79
General Assistance	\$ 20,951.55
Senior Citizen Fund	\$ 49,212.33
Road & Bridge Fund	\$ 28,133.80

Board Members reviewed and discussed the bills and expenditures after which a motion to approve was made and seconded.

Motion to Approve Bills & Expenditures from February 18, 2022 – March 17, 2022

Motion: Sally Pyne

Second: Floyd Aper

Aye: Arlene Hosea, Sally Pyne, Floyd Aper, Sarah Grammer

Nay: None

7. Reports

A. Community Engagement

Board members reported on their involvement with various community activities and events including, an NAACP meeting where Supervisor Sarah Grammer provided an educational presentation on the Township via Zoom, MLK Cultural Dinner and U Of I Extension “Happy Hacks” attended by Trustee Pyne. Sally suggested that the “Happy Hacks” presentation may be helpful to ARC.

B. Assessor: Assessor Rob Cranston reported that there is a new County Supervisor of Assessment. Timothy Jorczak is replacing Bob Kahman who recently retired.

C. Clerk: No Report

D. Highway Commissioner: Commissioner Rader reported that Spring weight limits will be lifted on the 21st. He also shared that traffic is up for Rivian and that he clarified that they are not exempt from the weight limit requirement on Township roads. Monday will end the Sherriff’s patrol season. Rader is also gathering names for contractors as the building project moves closer to a bid. He reported that he is currently working to switch out salt and snow plow equipment off the trucks.

E. ARC Staff and Senior Advisory Committee: Director of Operations Jess Ray reported that there is work in progress on the trees above the power lines near the ARC. He has gotten involved with the National Council on Aging and attended a webinar with Mclean County Senior Services Council. He discussed a technology grant (OASIS) that helps older adults learn technology and also reported attending an event held by ISU on recruiting interns.

Director of Programming Molly Camper shared info about instructors and classes that will be returning to the ARC this Spring. She mentioned that classes are structured differently than they were pre-COVID to make tracking how many are using each space at any given time easier.

Supervisor Grammer reported on changes to the Senior Advisory Committee. At its recent meeting, the committee celebrated Margaret Ann Hayden who completed 6 years before retiring from the board. They welcomed Jana Edge and voted to have Deb Shaw serve as Chair & Barbara Singer as Co-Chair. They also thanked Steven Kossman who is stepping down from serving as chair.

Supervisor: Supervisor Grammer shared that two clients from the assistance program have recently moved to Bloomington and will no longer be on our books. Two other long-term clients of the G.A. program gained employment. Requests for emergency assistance is up and energy cut-offs which were postponed during the winter months may resume soon. Sarah noted that it is nearly impossible for someone who has lost their housing to find a replacement in town. She also informed the board that the ARC bus is experiencing increased calls for use. She expressed the need for an alternate means of transportation for times when the bus is out of use for repairs or servicing. The board discussed the feasibility of trading in the ARC's big bus for a second mini-van. Sarah pointed out that the mini-vans do not require the driver to hold a special license. The board expressed a willingness to see Supervisor Grammer move forward with investigating options. She will update next month. Finally, Sarah pointed out that emails have gone out from the County Clerks' office regarding the Statement of Economic Interest forms that will be due.

8. Public Comment: No public comment offered.

9. Old Business

- A. **Discussion of Whistleblower Policy-** Board members continued discussion regarding a Whistleblower policy for the Township with focus being on the naming of the Auditing official and the timeline to use for responding to complaints. The board discussed without resolve, adding a phrase to section 3 that the auditing official has the responsibility to acknowledge receipt of the complaint within three business days. After extensive discussion the following motion was put forth: to adopt the Whistleblower Policy as written with the Auditing official being any Township Trustee (unless that person is the issue or the reporting person is not comfortable with that person) or the Township Attorney.

Motion: Sally Pyne

Second: Arlene Hosea

Aye: Sally Pyne, Arlene Hosea, Sarah Grammer

Nay: Floyd Aper

B. Discussion of Social Media Policy: Discussion ensued regarding the adoption of a Social Media Policy for the Township resulting in the following motions:

Adopt the Social Media Policy as written with changes by attorney (noted in green) and with the statement “when relevant” being added to the section Standards #6.

Motion: Floyd Aper

Second: Sally Pyne

Aye: Sally Pyne, Floyd Aper, Sarah Grammer, Arlene Hosea

Nay: None

The previous motion was amended to add the title “communications coordinator”

Motion: Floyd Aper

Second: Sally Pyne

Aye: Sally Pyne, Floyd Aper, Sarah Grammer, Arlene Hosea

Nay: None

10. New Business

A. Discussion and vote on tentative FY 2023 Road District budget

Commissioner Arin Rader, explained content of his budget draft including updates and totaling \$2,101,050 in appropriations. A motion of intent to adopt was put forth. The Clerk will publish in the newspaper to allow 30 days for the public to give feedback before next meeting.

Motion of Intent to adopt budget with compliance to give public 30 days to review before next meeting.

Motion: Sally Pyne

Second: Floyd Aper

Aye: Sarah Grammer, Floyd Aper, Arlene Hosea, Sally Pyne

Nay: None

B. Discussion and vote on tentative FY 2023 Normal Township Budget

Supervisor Sarah Grammer shared the updated budget draft based on the board’s feedback totaling \$2,798,025 in appropriations. After discussion a motion of intent to adopt the budget giving 30 days for the public to review prior to next meeting.

Motion: Floyd Aper

Second: Sally Pyne

Aye: Sally Pyne, Arlene Hosea, Floyd Aper, Sarah Grammer

Nay: None

C. Discussion and vote on Annual Meeting Agenda

Board members discussed and voted to approve the Agenda for the Annual Town Meeting to be held April 12th 2022 at 7pm. The Clerk will post along with meeting notice at least 15 days in advance of the meeting per mandates.

Motion: Floyd Aper

Second: Sally Pyne

Aye: Floyd Aper, Arlene Hosea, Sarah Grammer, Sally Pyne

Nay: None

D. Discussion of ARC Operations

Jess Ray led a discussion to review hours of operation for the ARC. Noted was a desire to add back Friday service which can possibly start in June. The board also discussed daily start and end times based on usage. The need to add a part time customer service employee and part time custodian were addressed. The increased van usage was also taken into consideration noting that there are regular riders who utilize the shuttle year-round while those who only need the van for the winter are the exception.

Sarah shared that she is looking forward to the Greenspace Project starting soon. (Possibly June) On April 22, the ARC will celebrate 6 years. Supervisor Grammer commented on the tremendous growth both in maturity and numerically that she has seen during her 5 years as Township Supervisor. Planning for a Veteran's Memorial celebration is also under way. Regarding the ARC roof, issues still persist after many attempts at a fix. Preston has called in a second contractor to assess the problem. The 7-year warranty is almost expired.

11. Suggested items for Next Agenda

Budget Hearing and Vote to Adopt Budgets

Possible Presentation from Native Communities associated with ISU TRIBES

12. Adjournment

Meeting Adjourned at 9:51 am by Sarah Grammer

Annual Town Meeting: April 12th at 7pm at the ARC.

Next Regular Normal Township Board Meeting: Thurs, April 21, 2022 at 8:15am

Next Senior Advisory Committee Meeting: Thurs, April 7, 2022 at 9:30 am