

NORMAL TOWNSHIP
BUDGET HEARINGS & REGULAR BOARD MEETING AGENDA
THURSDAY, APRIL 21, 2022 AT 8:15 AM
304 E MULBERRY, NORMAL, IL

1. **Budget Hearing:** Public Hearing on Township and Road & Bridges Budgets for FY 2023 was called to order at 8:15 by Township Supervisor Sarah Grammer.

Supervisor Grammer opened the floor for those present and attending via zoom to give feedback on, or ask questions regarding the Township Budget and Road and Bridges Budget for FY2023. She confirmed that both budgets had been advertised for the last 30 days. She shared that the Normal Township Budget with total appropriation of \$2,798,025 included the following:

General Town	\$1,529,475
Audit Budget	\$6,000
Insurance Budget	\$39,000
Social Security Fund	\$79,300
Illinois Municipal Retirement Fund	\$50,000
General Assistance	\$457,250
Senior Citizens	\$637,000

Grammer also shared that the Normal Township Road and Bridges appropriations totaling 2,101,050 included the following:

General Road Fund	\$1,709,250
Audit Fund	\$2,000
Insurance Fund	\$9,800
Equipment and Building Fund	\$380,000

After responding to a request for clarification on the term replacement tax, and upon hearing no additional comments, questions or other feedback, after three distinct calls for such, Supervisor Grammer wrapped up the budget hearings at 8:20am.

2. **Call to Order:** Supervisor Grammer Called to Order the Regular Township meeting for April 21, 2022 at 8:20am.

3. **Land Acknowledgement:** Supervisor Grammer opened the meeting with a customary reading acknowledging the ancestral history of the township land. Trustee Sally Pyne added that she has reached out to the ISU Tribe organization who expressed a willingness to come and talk to the Township sometime in the next semester.

4. Roll Call:

Trustee Sally Pyne	Present
Supervisor Sarah Grammer	Present
Trustee Art Rodriguez	Present
Trustee Floyd Aper	Present
Trustee Arlene Hosea	Present

Additional Elected Township Officials Present

Pat Turner	Clerk
Rob Cranston	Assessor
Arin Rader	Road Commissioner

ARC Staff Also Present:

Jess Ray:	Director of Operations
Elicsha Sanders:	Director of Member Services
Molly Camper:	Director of Programming (via zoom)
Sammi Scott:	Communications Director (via zoom)

Additional in-person attendees:

Deb Shaw:	ARC Advisory Board Chair
Stan Nord:	Town of Normal Councilman

5. Pledge of Allegiance

6. Approval of the March 17, 2022 Regular Meeting Minutes

Floyd Aper put forth the motion to approve the minutes of the March 17th, 2022 Regular Township meeting. Sally Pyne seconded the motion.

Motion to approve the March 17, 2022 Regular Meeting Minutes

Motion: Art Rodriguez

Second: Floyd Aper

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

Nay: None

7. Approval of Expenditures from March 18, 2022 – April 21, 2022

Motion to approve expenditures for March 18, 2022 - April 21, 2022

Motion: Sally Pyne

Second: Art Rodriguez

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

Nay: None

8. Reports

A. Community Engagement

Trustee Pyne attended the Trustee training held at the Doubletree. She and Trustee Hosea attended a training on how communities can address the opioid crisis while collaborating with other government entities. She expressed that the issue affects our senior population and felt the information was worthwhile. In response, Trustee Rodriguez suggested a future prescription disposal event for the ARC. Arlene also reiterated the seriousness of the issue and shared about additional upcoming events on the subject. Sally also attended a community partner event at ISU. There she learned of a cash crop (Cover Cross) that can be planted between October and May. Additionally, Trustee Pyne attended a League of Women Voter event that focused on teaching civics in the high schools. Trustee Art Rodriguez visited Heartland Community College for a meeting on a proposed Safety Department that would be based on campus. Trustee Floyd Aper took part in a webinar on changes regarding financial disclosures. He

emphasized that elected officials are required to comply with their local county clerk. Trustee Arlene Hosea attended the meeting of the Senior Advisory Board and commended the group on being dynamic and conscientious.

B. Assessor- No report at this time.

C. Clerk- Township Clerk Pat Turner expressed appreciation for Sarah Grammer, Arlene Hosea, Mary Wurhman and all those who came together to help the Annual Town Meeting run smoothly while she was out with pneumonia.

D. Highway Commissioner- Arin Rader reported that he has done some recent shoulder work on the roads to prevent cracking. He is also re-doing some field entries for widening and drainage. He also held a bid opening for the new maintenance building.

E. ARC Staff and Senior Advisory Committee- Supervisor Grammer acknowledge Deb Shaw who was present in person and thanked her for stepping up to serve as the Advisory Board Chair. Director of Operations Jess Ray shared that the ARC was honored with a Patriotism Award by the AMVETS for flying the Flag. He gave additional updates including the ARC Volunteer Appreciation Event on April 12th, the kick-off of the “Greenspace Project” which is on target for an early June completion. He encouraged all to attend the ARC Anniversary Celebration on April 25th and announced an upcoming booster clinic in partnership with the McLean Co. Health Dept.

F. Supervisor- Supervisor Grammer re-iterated the upcoming 6-year Anniversary of the ARC and shared that “Meltdown Creative” Works will be on-site to make T-shirts. Sarah reported on her research on a possible van trade-in for the ARC. She noted that significant complications are involved if the consideration is trading the non-accessible tour bus for an ADA accessible minivan. She shared that a trade in for a new vehicle at \$29,000 or a Hybrid Rear-Loading vehicle at \$26,000 would require us to go out to bid as they are above our current bid threshold.

9. Public Comment- No public comment offered

10. New Business

A. Discussion and vote to adopt FY 2023 Road & Bridge District budget

Motion to Approve

Motion: Floyd Aper

Second: Art Rodriguez

Commissioner Rader sought approval to increase the maintenance and contractual services line #2 of the budget from \$10,000 to & \$20,000 to reflect the cost of repairs for a truck which have already eaten up the allotted budgeted amount early in the year. The increase would change the total appropriations to \$2,111,050.

Motion: to Adopt the FY 2023 Road & Bridge District Budget as amended reflecting a \$10,000 increase.

Motion: Art Rodriguez

Second: Floyd Aper

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

Nay: None

B. Discussion and vote to adopt FY 2023 Normal Township budget

Motion to Approve:

Motion: Sally Pyne

Second: Arlene Hosea

Supervisor Grammer sought approval to increase the General Town (maintenance service equipment line) from \$20,000 to \$30,000 to cover equipment repairs done in the ARC Fitness Center. The work was allotted for and started in the previous fiscal year but could not be completed until this current year due to delays in the ability to get needed parts. This would change the General Town line from \$1,529,475 to \$1,539,475.

Motion: To adopt the FY 2023 Normal Township Budget as amended reflecting the \$10,000 increase.

Motion: Art Rodriguez

Second: Sally Pyne

Aye: Arlene Hosea, Sally Pyne, Art Rodriguez, Sarah Grammer

Nay: Floyd Aper

C. Discussion and vote on the transfer of funds between budget lines

Supervisor Grammer explained that state statute allows for the transfer of funds between budget lines to assure that no line is exceeded. While the budget was written with the best intentions on spending, this year was particularly complicated for ARC as it came off of an entire year of closures during which no programs were underway. Utility rate increases and other costs as programming resumed created the need for some budget repair.

Motion: Art Rodriguez

Second: Sally Pyne

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

Nay: None

D. Discussion and vote on contractor for new Road & Bridge building

Commissioner Rader reported that a bid opening was held last Thursday for the maintenance building. Arin shared that there was only the one Bid "CAD Construction from Tremont. While the architect had worked with the company before, the bid was over-budget by \$171,000. Rader talked with the architects about the possibility of re-bidding, however he is concerned that that pushes the start date out significantly and may take the project into the next fiscal year with additional costs quite probable. The board discussed options at length and ended with a suggestion that Arin have the Township Attorney review the contract before making any final decision.

E. Discussion and vote on new hours for ARC

Discussion was held regarding new proposed hours for the ARC.

Current Hours

Mon, Wed	6:30 am - 7:00 pm
Tues, Thurs	6:30 am - 4:00 pm
Saturdays	8:00 am - 4:00 pm

Proposed New Hours

Mon- Thurs 7:00 am- 7:00 pm

Fri & Sat 8:00 am- 1:00 pm

The new proposal comprises 7.5 hours total change. Rationale based on usage trends, and a desire for consistency in the hours. Discussion ensued.

Motion: Implement Change of ARC building hours as proposed effective June 1st.

Motion: Art Rodriguez

Second: Sally Pyne

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

Nay: None

F. Discussion of Road & Bridge funds

Trustee Floyd Aper raised questions about communication received from Town of Normal Councilman Stan Nord in reference to the 50% of the road and bridges appropriation to the Town of Normal.

605 of the IL Statute 6-507 mandates that half be collected and sent to the municipality. Mr. Nord had questions regarding how the sent funds are used. Aper also sought clarification regarding a follow-up email from Supervisor Grammer to the Township Trustees following Mr. Nord's communication.

Supervisor Grammer clarified that her email was simply to remind Trustees to be mindful of actions done on behalf of our "governing body" so that we remain in compliance with the open meetings act.

After additional discussion among the board members and input from Councilman Nord, Trustee Aper asked that Pam Reece from Town of Normal, and that a representative from TOI (Jerry Crabtree) be invited to share on the issue at a subsequent meeting.

11. Suggested Items for the Next Agenda

Follow-up on Road & Bridge Fund

Proposal to put caps on Township Grants

12. Adjournment

Motion to Adjourn

Motion: Art Rodriguez

Second: Floyd Aper

Aye: Sarah Grammer, Sally Pyne, Floyd Aper, Art Rodriguez

Nay: None

(Arlene Hosea not available for adjournment vote)

Meeting adjourned at 10:01 am

Next Normal Township Board Meeting: Thursday, May 19, 2022 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, April 5, 2022 – 9:30 AM