

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

1. **Call to Order** - The meeting was called to order at 8:15 pm by Township Supervisor Jess Ray
2. **Motion:** Allow Trustee Aper to participate virtually via Zoom.

Motion: Sally Pyne

Second: Art Rodriguez

Vote:

Aye: Art Rodriguez, Jess Ray, Sally Pyne, Arlene Hosea

Nay: None

3. **Land Acknowledgement** - Supervisor Jess Ray read the below statement acknowledging the ancestral history of the Township land.

Normal Township Land Acknowledgement

The land that Normal Township sits on is the ancestral land and traditional territory of many Native Nations, including the Peoria, the Kaskaskia, the Piankashaw, the Wea, the Miami, the Mascoutin, the Odawa, the Sauk, the Mesquaki, the Lenape, the Potawatomi, the Ojibwe, the Chickasaw, and the Algonquin-speaking Kickapoo, who were forced west from this area in the 1830s. Normal Township acknowledges this land continues to carry the stories of these Nations and their struggles for survival and identity, and the township works toward building relationships with Native Americans in the community through its many services.

4. Roll Call

Trustee Art Rodriguez	Present
Trustee Floyd Aper	Present
Supervisor Jess Ray	Present
Trustee Sally Pyne	Present
Trustee Arlene Hosea	Present

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Arin Rader	Road Commissioner

Others Present

Molly Camper	ARC Director of Programming
Sammi Scott	ARC Communications Coordinator
Elicsha Sanders	ARC Membership Director

5. Pledge of Allegiance

6. Approval of the October 20, 2022 Regular Meeting Minutes

Motion: Sally Pyne

Second: Art Rodriguez

Discussion: Trustee Pyne proposed an amendment to include that when the question was called on the holiday schedules, it should have had a vote.

Motion to approve as amended: Sally Pyne

Second: Arlene Hosea

Vote

Aye: Art Rodriguez, Jess Ray, Sally Pyne, Arlene Hosea, Floyd Aperi

Nay: None

7. Approval of Expenditures from October 21, 2022 – November 17, 2022

Motion: Sally Pyne

Second: Arlene Hosea

Discussion: Trustee Pyne addressed a possible accounting error on the spreadsheet and asked Supervisor Ray to review for accuracy. Trustee Pyne also asked the ARC Communications Coordinator, Sammi Scott, when the funds would be available from the Foundation for the Green Space. Coordinator Scott indicated the funds were available, and needed to be requested by the Township board for release.

Normal Town: \$92,934.55

General Assistance: \$12,682.36

Senior Citizen Fund: \$37,590.69

Road & Bridge: \$253,846.99

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne, Floyd Aperi

Nay: None

8. Reports

A. Community Engagement

Trustee Pyne attended the ARC Craft Sale and noted the attendance was great, likely due in part to being the same day as the Bloomington High School Craft Sale.

Trustee Hosea attended the Honor Our Heroes event.

Trustee Rodriguez visited the Blair House and discussed veteran's benefits as well as services and activities available at the ARC. He is planning a return visit with an ARC representative and a veteran's affairs officer.

Supervisor Ray and Trustee Rodriguez participated in the rededication of the World War II memorial.

B. Assessor

Assessor Rob Cranston was not present, and nothing was reported to the Board.

C. Clerk

Clerk Schickedanz had nothing to report to the Board.

D. Highway Commissioner

Commissioner Rader highlighted the photos he sent to the Trustees of the progress on the Road and Bridge building under construction. Trustee Pyne inquired about exterior signage for the new building, and Commissioner Rader confirmed he will have a sign created and placed on the building and near the road.

E. ARC Staff and Senior Advisory Committee

Sammi reported that the Living Memorial Fund is \$3200 away from their overall Green Space fundraising goal. The mailing campaign has been very successful, results have been better than anticipated.

Elicsha reported that membership is increasing. Trustee Pyne asked how the Member Support person is doing in their role. Elicsha said they are still fine tuning the role, but that it is working out very well in acclimating a member into specific groups.

Molly reported that the Craft Sale total was over \$2700, and that a few groups gave 100% of their profits back to the ARC. Trustee Aperi asked if there was a total for the number of attendees.

While there was not an exact amount, Molly estimated around 500 people were in attendance. Trustee Aperi also asked about community interest in joining the ARC. Molly reported new vendor interest for future Craft Sales, as well as community interest in the ARC.

Molly then discussed the Veteran's Day ceremony held at the ARC. There were around 65 participants. This was the first year that students from a KNR class from ISU presented a program during this event. The ISU students concluded the event with a dessert reception and a choice of bingo or a veteran themed movie. The ARC Stampers Group and the Watercolor Group also created thoughtful, handmade cards for the veterans.

F. Supervisor

Jess Ray presented the Emergency Assistance and General Assistance appointment and fund totals for October.

Ray attended the TOI (Township Officials of Illinois) Conference and took part in sessions on Budgeting, General Assistance, Levy, and Emergency Assistance.

Thanks to Dr. Lizzo and the students at ISU KNR for their presentation at the Veterans ceremony. January 2023 the General Assistance grant will see an increase to \$340 from \$322.

The Director of Operations for the ARC search has been put on hold. The Senior Advisory committee asked for a review of the role to see if the position is what is truly needed. Trustee Aperi suggested there was redundancy in the posting of the job opening for the Director of Operations at the ARC. Supervisor Ray agreed to review the posting.

Clerk Schickedanz asked about updates for the ARC. Specifically, the glass quote, the fitness room equipment bids, the access to the roof ladder vendor, and Preston's hot work plan. Supervisor Ray has no updates to provide on these items at this time.

9. Public Comment: None

10. New Business

A. Consider, discuss, and vote on applicants for Senior Advisory Board

There was information presented for 2 applicants for the Senior Advisory Board, Sylvia Richardson and Linda Spencer.

Supervisor Ray noted that he and Deb Shaw were in agreement that both applicants would be a good addition to the Senior Advisory Board.

Trustee Pyne asked that they would fulfill the open roles for a person from Normal, and a person from Bloomington.

Supervisor Ray confirmed that they would.

Motion to Approve both candidates for inclusion in Senior Advisory Board: Sally Pyne

Second: Art Rodriguez

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne, Floyd Aper

Nay: None

11. Old Business

A. Consider, discuss, and vote on \$30,000 FY2023 Grant Application – Community Health Care Clinic

Motion to Approve Grant: Art Rodriguez

Second: Sally Pyne

Discussion: Trustee Aper spoke against the motion. He noted that this is a viable community resource, however he does not think this grant monies from taxpayers should go to non-profits. He expressed that this amount is excessive, and noted that he does not think taxpayers are aware or would approve giving such a large amount of money. He offered a motion for an amendment to limit the amount to \$15,000.

Motion to Limit Grant to \$15,000: Floyd Aper

Second: none heard

Discussion: Trustee Pyne noted that the time to discuss grant limitations would have been during the Budgeting discussion. She then referenced the Township Rules book on the role of township to supplement the needs of the community that aren't being met. She concluded by saying that as a taxpayer, she does not feel it would be fair to say that all taxpayers would be against providing grants, and that she does support grant funding.

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne

Nay: Floyd Aper

B. Consider, discuss, and vote on \$15,000 FY2023 Grant Application – OSF Peace Meal

Motion to Approve Grant of \$15,000: Sally Pyne

Second: Art Rodriguez

Discussion: Trustee Rodriguez asks what the grant amount was the previous year. Supervisor Ray was unsure. Trustee Pyne thought it may have been \$1000 more now than in previous years.

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne, Floyd Aper

Nay: none

C. Consider, discuss, and vote on \$4000 FY2023 Grant Application – School Street Food Pantry

Motion to Approve Grant of \$4,000: Sally Pyne

Second: Arlene Hosea

Discussion: Trustee Aper spoke against this grant. He said the community is blessed to have so many food banks to provide services, and that the perceived intent of food banks is to provide substance. He noted that this grant application is for items of a specific religious or cultural need. He said the purpose of a food bank is to help people get through from one week to the next, and that he doesn't think that township should assist in helping to supply diverse items to a limited number of people.

Trustee Rodriguez expressed that he has talked to students and that this food bank offers something unique in the community, by providing kosher and halal items. He went on to say that this need should be addressed because of campus diversity. He noted he supports this grant.

Trustee Hosea noted her previous professional experience as the Director of Campus Dining of Illinois State University, as well as the township representative when this food bank went into service. She went on to explain that national research found that diverse populations are forgotten in food bank needs. She also noted that township supports the campus community as well, because they are a part of our overall community. She said that she cannot go down the road of excluding the needs of people due to who they are or what they believe. She said that would go against her personal values. She concluded by stating she is very much in support of this grant.

Supervisor Ray then noted that food programs that support Peace Meal also have began asking for more culturally diverse options.

Trustee Hosea noted that nutritional diversity (low fat, low sodium) is also a consideration, due to the diverse needs of the community, which should always be a consideration.

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne

Nay: Floyd Aper

D. Consider, discuss, and vote on \$15,000 FY2023 Grant Application – YWCA

Motion to Approve YWCA Special Needs School Age program Grant for \$15,000: Sally Pyne

Second: Arlene Hosea

Discussion: Trustee Rodriguez asks what the grant amount was the previous year. Trustees Pyne and Hosea both agreed that they thought the previous year funding was about the same. Trustee Rodriguez then asked if the program was expanding to higher grades. Supervisor Ray then read

through the grant need and use in the application, which included that the program will expand in scope to junior high students. Trustee Rodrigues then expressed support of the grant.

Vote

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne, Floyd Aper

Nay: none

Trustee Pyne asks if leftover funds can be spent towards participating as a partner in the Behavioral Health Community Forum. Supervisor Ray will review how funds can be spent and report back to the Board.

E. Consider, discuss, and vote on Township Draft 2023 Holiday Schedule

Motion to Discuss Draft of Township Draft 2023 Holiday Schedule: Sally Pyne

Second: Art Rodriguez

Discussion: Trustee Pyne began the discussion by asking if the Township staff would be getting any floating holidays. Supervisor Ray replied no, they would not. Trustee Pyne then added that Township staff would receive 13 scheduled holidays, while the ARC staff would receive 12 scheduled holidays (2 of which were on Saturdays).

Vote to Approve the Draft Township 2023 Holiday Schedule as Final:

Aye: Arlene Hosea, Jess Ray, Art Rodriguez, Sally Pyne, Floyd Aper

Nay: none

F. Consider, discuss, and vote on Draft of ARC 2023 Holiday Schedule

Motion to Discuss the Draft ARC 2023 Holiday Schedule: Floyd Aper

Second: Arlene Hosea

Discussion: Trustee Aper asked for clarification on floating holiday meaning. Supervisor Ray interpreted floating holiday to mean the same as vacation days. Eliccsha said that floating holidays would cover the days that township is closed, but the ARC was open. Trustee Aper asked if the ARC staff did not work a holiday that the Township was closed, would that ARC member still receive the floating holiday? Molly said everyone would be working if the ARC was open, that staff could request the day off if staffing allowed for it. She then asked if the floating holidays should be floating hours instead of floating days since processing of timecards was now hours based. Supervisor Ray noted that this schedule was more relative to when the ARC would be open or closed, as opposed to the staff's holidays.

Motion to Amend the ARC Draft Holiday Schedule for 2023 to add 2 additional floating holidays (for a total of 5): Sally Pyne

Second: Art Rodriguez

Discussion: Trustee Aper spoke against the amendment, due to the confusing nature of floating holidays. Trustee Pyne noted that ARC Staff should receive 2 additional vacation days. Supervisor Ray interjected that floating holidays and vacation days were differentiated in the ARC handbook, but should not be a part of this discussion because the proposed draft holiday schedule was only to effect which days the ARC should be open or closed for members. Discussion on the difference between floating holidays and vacation days continue. Trustee Rodriguez asked the opinion of Clerk Schickedanz, whose professional experience reflects work in Human Resources. Clerk Schickedanz then suggested removing the paragraph at the bottom of the draft schedule which discussed the additional floating holidays for salaried ARC staff members, and to move forward with creating a calendar specifically for days the ARC is closed. Sammi then asked what the benefit between having a day off operationally vs having a day off in general (a day the ARC was open). Trustee Pyne noted she had previously proposed adding the days as regular days off that the ARC would be closed, but that the proposal was met with resistance. Molly said she referenced the current ARC Personnel Manual and that floating holidays are not mentioned in the manual.

Call for the Question: Floyd Aper

Second: Art Rodriguez

Vote to Call for the Question:

Aye: Sally Pyne, Art Rodriguez, Floyd Aper, Jess Ray

Not Present: Arlene Hosea

Nay: none

Vote to Add 2 Additional Floating Holidays to the 2023 ARC Holiday Schedule:

Aye: Sally Pyne, Art Rodriguez,

Not Present: Arlene Hosea

Nay: Floyd Aper, Jess Ray

Discussion: Trustee Pyne suggested adding as a future agenda item to discuss amending the manual to say that at the time of deciding the holiday schedule it will be determined whether any additional floating holidays should be added to that year's calendar for either place.

Motion to Amend the Draft 2023 ARC Holiday Schedule by removing the paragraph at the bottom of the page, which will then reflect only the dates the ARC will be closed for a Holiday:

Floyd Aper

Second: Sally Pyne

Discussion: Trustee Rodriguez suggested tabling the current discussion for a future date, and to allow Clerk Schickedanz the opportunity to review and provide recommendations. Supervisor Ray asked if Trustee Rodriguez is recommending a negative vote for further thought and recommendations. Trustee Rodriguez yields time to Molly, who noted that ARC would need to know by no later than December 15th when the January closure dates would be. Supervisor Ray

noted the vote could take place today, for closure dates, and further dates which impact ARC staff in the future.

Vote to Amend as Stated Above:

Aye: Sally Pyne, Art Rodriguez, Floyd Aper, Jess Ray

Not Present: Sally Pyne

Nay: none

Motion to Approve the Amended Draft ARC 2023 Holiday Schedule as Final: Sally Pyne

Second: Floyd Aper

Vote to Approve the Amended Draft ARC 2023 Holiday Schedule as Final:

Aye: Sally Pyne, Art Rodriguez, Floyd Aper, Jess Ray

Not Present: Arlene Hosea

Nay: none

10. Suggestions for Next Agenda

Supervisor Ray recommends discussing the Levy, and that he and Commissioner Rader will need to do research.

Trustee Pyne asks Clerk Schickedanz to review the ARC Personnel Manual and make revision recommendations to the Board.

Trustee Pyne asks that a representative speak on Affordable Housing in Normal.

Trustee Pyne requests a COVID update from MCHD, in regards to ARC.

Trustee Aper recommends a motion, discussion, and vote on each account separately as opposed to a combined total. Supervisor Ray notes that this is a procedural change which can occur without vote, and that he will make the change going forward.

11. Adjournment

Motion to Adjourn: Sally Pyne

Second: Floyd Aper

Aye: Jess Ray, Art Rodriguez, Floyd Aper, Sally Pyne

Not Present: Arlene Hosea

Nay: None

Meeting adjourned at 9:53 am.

Next Regular Normal Township Board Meeting: Thursday, December 15, 2022 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, December 1, 2022 – 9:30 AM

Dayna Schickedanz, Normal Township Clerk

____/____/____
Date