

**NORMAL TOWNSHIP
REGULAR BOARD MEETING MINUTES
THURSDAY, July 20, 2023 AT 8:15 AM
304 MULBERRY, NORMAL, IL**

1. Call to Order - The meeting was called to order at 8:15 am by Township Supervisor Jess Ray.

2. Call for a Motion - Supervisor Ray calls for a Motion to Allow Trustee Rodriguez to participate virtually due to illness.

Motion: Sally Pyne

Second: Floyd Aper

Discussion:

None

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

Nay: None

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

4. Roll Call

Trustee Sally Pyne	Present
Trustee Arlene Hosea	Present
Trustee Floyd Aper	Present
Supervisor Jess Ray	Present
Trustee Art Rodriguez	Present (via Zoom)

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Rob Cranston	Assessor
Arin Rader	Road Commissioner

Others Present

Barb Dallinger	ARC Sunshine Coordinator Outreach
Eliccsha Sanders	ARC Membership Director
Molly Camper	ARC Director of Programming (Via Zoom)
Robert	Auditor from Striegel, Knoblach, and Company

5. Pledge of Allegiance

6. Public Comment

7. Approval of June 15, 2023 Regular Meeting Minutes

Motion: Sally Pyne

Second: Floyd Aper

Discussion:

There are revisions needed to the June minutes. Trustee Pyne's last name was misspelled under the Community Engagement section. Also under Community Engagement, Trustee Aper would like the minutes to reflect that the consensus at the TOI meeting was that the newly required decennial survey could lead to the elimination or consolidation of townships, and that the hiring of individual township employees has to be approved by the Township Board.

Clerk Schickedanz will amend and resubmit to Supervisor Ray.

Motion to Approve Minutes as Amended: Floyd Aper

Second: Arlene Hosea

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

Nay: None

8. Approval of General Town Expenditures of \$94,015.58 from June 14 – July 19, 2023

Motion: Sally Pyne

Second: Floyd Aper

Discussion:

None

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

Nay: None

9. Approval of General Assistance Expenditures of \$15,794.33 from June 14 – July 19, 2023

Motion: Sally Pyne

Second: Floyd Aper

Discussion:

None

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

Nay: None

10. Approval of Senior Citizen Fund Expenditures of \$38,908.47 from June 14 – July 19, 2023

Motion: Arlene Hosea

Second: Sally Pyne

Discussion:

None

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

Nay: None

11. Approval of Road and Bridge Expenditures of \$13,337.81 from June 14 – July 19, 2023

Motion: Sally Pyne

Second: Arlene Hosea

Discussion:

Trustee Pyne asked if any checks had to be written for the new building in the past month, and Commissioner Rader said no – it would be coming in the next month, but that he would offer additional explanations in his report later in the meeting.

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

Nay: None

12. Reports

A. Community Engagement

Trustee Sally Pyne announced to the Board that the opening of the Green Space at the ARC was amazing, and thanked everyone for a great job. She brought copies of the Normalite newspaper to showcase the photo montage of Senator Dick Durbin's visit to the ARC. Sally also attended the ARC Advisory Council meeting.

Trustee Floyd Aper attended the Senator Dick Durbin visit at the ARC as well.

Supervisor Jess Ray attended the Green Space ribbon cutting, McLean County Behavioral Health forum meeting. They discussed an upcoming conference locally. CEU's will be available for those who need them professionally. The theme of the conference will be resiliency.

B. Assessor

Assessor Rob Cranston reported that the township tax multiplier could be 6-12%.

C. Clerk

Clerk Dayna Schickedanz had nothing to report at this time.

D. Highway Commissioner

Commissioner Arin Rader reported that the final payment for the new building should be in August, and the punch list completion should be within the next week.

E. ARC Staff and Senior Advisory Committee

Notes from Senior Advisory President Deb Shaw: The Advisory Committee is looking to fill two open positions on the Board for Normal residents.

Notes from Sammi Scott: National Senior Center Month is September. There will be a concert at the ARC on September 8th that will also feature food trucks, on site t-shirt printing, and a raffle.

Happy Birthday to Molly!

Elicsha noted that one employee is out on medical leave, and provided gratitude for the van drivers and other ARC staff who are being flexible and assisting as needed.

Barb Dallinger retired from Illinois State University and became the Sunshine Coordinator at the ARC. When speaking with Jess, she was excited about the opportunity to do outreach for the ARC. She previously was the Associate Director for Event Management, Dining, and Hospitality, Logistics and Safety at Illinois State. She has been making efforts to reach out to isolated seniors in the community, including through leveraging contacts with Rotary and Faith in Action (including volunteers who are willing to assist in outreach). She has also utilized social media outreach to ask if anyone she knows is aware of anyone in the community who is an isolated senior. The grant application requires 30 contacts.

F. Supervisor

Jess Ray reported on the specific numbers of general assistance and emergency assistance cases, what the needs were. General assistance requests were approximately the same month over month, but there had been an uptick of requests for emergency assistance. He also shared information on assets and investments. IRMF audit has been completed. There were 5 findings – 2 have been mitigated, and the other 3 have been corrected. Thanks to Jill Schaab on taking on the majority of the work on this. Thanks also to Sally Pyne and Floyd Aper for attending the Senator Durbin event at the ARC. Floyd reported having several good conversations with Durbin staffers.

13. Old Business

Discussion of Brandt Abatement

Tabled due to being a repeat business item with no further action necessary. Was voted on in a previous meeting.

Discussion of Township Policies and Procedures

Tabled due to moving the time to visitors, and nothing new to present on this at this time.

14. New Business

Audit Presentation on Township Annual Financial Report

Motion to Allow Presentation: Arlene Hosea

Second: Sally Pyne

Discussion:

None

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

Nay: None

Robert McGlade, CPA and Auditor from Striegel, Knobloch, and Company, LLC, presented the Annual Financial audit report. He noted that the Township was ahead of schedule by about a month on this. He answered various questions from Trustees.

Discussion on Grant Process

Motion: Arlene Hosea

Second: Floyd Aper

Discussion:

Supervisor Ray requests that the Board reviews the process before it gets underway. Discussion around the process and application occurred. Trustee Aper made suggestions to add questions to the application. Supervisor Ray asked if the calendar timing of the grant application and process needed to be moved. The Board did not think a move was necessary. Supervisor Ray will send questions regarding prevailing wage and partial grant approval to our township attorney.

Motion to Approve Application as Presented, Pending Legal Approval: Floyd Aper

Second: Arlene Hosea

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

Nay: None

Procedural Question regarding School Street Food Pantry Grant Reallocation of Funds

Discussion:

School Street Food Pantry sent a letter to request that the funding they received be reallocated to serve a broader purpose than they originally had mentioned in their application. The funding would still be used to serve a diverse population, however would not be the specific population initially requested.

Discussion of Township Employment Practices and Process

Motion: Arlene Hosea

Second: Sally Pyne

Discussion:

Discussion regarding whether the Board needed to approve all employment concerns, such as hiring, terminations, promotions, etc. Supervisor Ray will be taking the Board's questions to the township's attorney and the agenda item will be tabled until answers are received from Legal.

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

Nay: None

15. Suggested Items for Next Agenda

16. Adjournment

Motion: Floyd Aper

Second: Arlene Hosea

Discussion:

None

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

Nay: None

Meeting adjourned at 9:56 am.

Next Regular Normal Township Board Meeting: Thursday, August 17, 2023 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, August 3, 2023 – 9:30 AM

Dayna Schickedanz - Normal Township Clerk

____/____/_____
Date