

**NORMAL TOWNSHIP
REGULAR BOARD MEETING MINUTES
THURSDAY, March 16, 2022 AT 8:15 AM
304 MULBERRY, NORMAL, IL**

- 1. Call to Order** - The meeting was called to order at 8:15am by Township Supervisor Jess Ray
- 2. Land Acknowledgement** - Supervisor Jess Ray read a statement acknowledging the ancestral history of the Township land.

3. Pledge of Allegiance

4. Roll Call

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

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Rob Cranston	Assessor

Others Present

Arin Rader	Road Commissioner, via Zoom
Eliccsha Sanders	ARC Membership Director
Molly Camper	ARC Director of Programming (Via Zoom)
Sammi Scott	ARC Communications Director (Via Zoom)

5. Approval of February 16, 2022 Regular Meeting Minutes

Motion: Floyd Aper

Second: Art Rodriguez

Discussion:

None

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

Nay: None

6. Approval of General Township Expenditures of \$115,044.22 from February 17 – March 16, 2023

Motion: Floyd Aper

Second: Sally Pyne

Discussion:

Trustee Pyne asked a question regarding a refund and rebalancing to Miller Janitorial due to an overpayment. She also asked a question regarding online payments, which required a transaction adjustment. Following up, there was a brief conversation about how to appropriately track and report online payments to Trustees for approval.

Trustee Aper asked about specific information regarding transactions from Treetop Supplies and Pipeworks. Trustee Aper also requested an organizational flow chart to understand who in Township is receiving payments, and what their capacity is within the organization.

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

Nay: None

7. Request for Approval of Quote for 3 Fitness Machines (for ARC), not to exceed \$20,000

Motion: Floyd Aper

Second: Arlene Hosea

Discussion:

Trustee Pyne asked what 3 pieces of equipment are included on the quote, and if we have more than one quote. Trustee Pyne asked if the company the quote was from was local, or had a local presence.

Trustee Aper asked what pieces of equipment will be replaced.

Trustee Hosea asked about the critical need for the new pieces.

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

Nay: None

8. Approval of General Assistance Expenditures of \$14,392.51 from February 17 – March 16, 2023

Motion: Arlene Hosea

Second: Sally Pyne

Discussion:

None

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

Nay: None

9. Approval of Senior Fund Expenditures of \$31,198.63 from February 17 – March 16, 2023

Motion: Sally Pyne

Second: Arlene Hosea

Discussion:

Trustee Pyne asked about the increase in the expense for coffee. Discussion on whether ARC should increase the coffee sponsorship amount, or take multiple sponsors per month, to assist in budgeting the expense.

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

Nay: None

10. Approval of Road and Bridge Expenditures of \$129,042.60 from February 17 – March 16, 2023

Motion: Floyd Aper

Second: Art Rodriguez

Discussion:

Trustee Pyne asked about the CAD Construction check, and if was the final payment. Commissioner Rader said there would be two more. Trustee Aper asked if there were no payments out Legal, were the contracts reviewed by our attorneys. Commissioner Rader also noted that the Legal review fell under the previous fiscal year.

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

Nay: None

11. Reports

A. Community Engagement

Art Rodriguez asked if he could get the number of veterans who are between the ages of 55-60, and are also paying out of pocket for ARC membership fees, because he is working on a grant to cover those funds. The American Legion had an oratorical competition for the state. A high schooler from Normal may end up going to the National competition. It is unnecessary to have a veteran in the family for students to apply. VFW also has teacher of the year coming up soon. Boys State and Girls State will be ending if not enough students apply. Trustees asked if Art could speak about various scholarships at the next ARC Advisory meeting to consider placing a bulletin board at the ARC for grandparents who are interested in assisting their grandchildren with scholarship information.

Sally Pyne attended Jack Keith's local history program at the ARC. She also spoke about ISU Senior Professional programming, and possibly creating a reciprocal partnership with ARC programming.

Jess Ray attended the monthly McLean County Reducing Social Isolation Initiative meeting. He also had a meeting with the McLean County Youth Build AmeriCorps coordinator to discuss partnership opportunities for students who need to complete volunteer hours. Jess attended Representative Chung and Senator Koehler's Legislative Open House. He also attended the McLean County Senior Services Council.

B. Assessor

Assessor Rob Cranston had nothing to report at this time.

C. Clerk

Clerk Schickedanz had nothing to report at this time.

D. Highway Commissioner

Commissioner Rader reported that he had not had the opportunity to meet with CAD Construction or the architect this week, due to being out of town.

E. ARC Staff and Senior Advisory Committee

Brief discussion regarding the new ARC guest pass program. Trustee Pyne asked about the ARC Living Memorial Fund and what they were working on. Jess Ray reported that they were working on fundraising, a potential golf outing for next year, and layout of memorial bricks. Trustee Pyne asked for minutes or updates from that committee going forward.

F. Supervisor

Jess Ray presented an investment report to Trustees. Arin and Jess completed and submitted the TOIRMA annual review packet. TOIRMA education events include June 8th at the ARC. Jess also provided updates on various ARC projects.

12. Public Comment: None

13. Old Business

Discussion of Township Policies and Procedures

Tabled by Supervisor Ray, due to amount of New Business on Agenda

14. New Business

Discussion of Appointments to the Senior Advisory Committee (Linda Spencer, Sylvia Richardson, Carol Smith)

Motion: Art Rodriguez

Second: Sally Pyne

Discussion:

None

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

Nay: None

Approval of Normal Township Meeting Dates for FY2024

Motion: Sally Pyne

Second: Floyd Aper

Discussion:

Supervisor Ray explains that this is an amended copy of the previously approved copy, because March 2024 was inadvertently left off.

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

Nay: None

Discussion and Vote on Tentative FY2024 Road and Bridge District Budget

Motion: Floyd Aper

Second: Arlene Hosea

Discussion:

Trustee Aper asks if it is required to be posted in the newspaper.

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

Nay: None

Discussion and Vote on Tentative FY2024 Township Budget

Motion: Arlene Hosea

Second: Art Rodriguez

Discussion:

Trustee Aper asks about the additional amount in salaries, which is budgeted for a potential director/manager position, as well as increases for current staff. Jess further explained multiple line items and differences year over year, as well as potential considerations for the future.

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

Nay: None

Discussion and Vote on Transfer of Funds Between Budget Lines

Motion: Art Rodriguez

Second: Floyd Aper

Discussion:

Trustee Aper asked how the 10% is figured, regarding the amount able to be moved between lines.

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

Nay: None

Discussion and Vote on the Annual Meeting Agenda

Motion: Sally Pyne

Second: Arlene Hosea

Discussion:

Discussion of whether surplus property must be voted upon by electors at the annual meeting. It does not. A special meeting can be called.

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

Nay: None

15. Suggested Items for Next Agenda

Policies and Procedures discussion

16. Adjournment

Meeting adjourned at 9:59am.

Next Regular Normal Township Board Meeting: Thursday, April 20, 2023 – 8:15 AM

Annual Township Meeting: Tuesday, April 11, 2023 – 7:00 PM, ARC Auditorium

Next Senior Advisory Committee Meeting: Thursday, April 6, 2023 – 9:30 AM

Dayna Schickedanz - Normal Township Clerk

____/____/____
Date