

**NORMAL TOWNSHIP
REGULAR BOARD MEETING MINUTES
THURSDAY, January 18, 2024 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. **Land Acknowledgement** - Supervisor Jess Ray read a statement acknowledging the indigenous peoples to whom the land the Township occupies belongs.

3. Roll Call

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

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Arin Rader	Road Commissioner
Kent DePew	Assessor

Others Present

Elicsha Sanders	ARC Member Services Manager
Molly Camper (via Zoom)	ARC Director of Programming
Sammi Scott (via Zoom)	ARC Communications Coordinator

4. Pledge of Allegiance

5. Public Comment

6. Approval of December 21, 2023 Regular Meeting Minutes, as amended

Motion: Floyd Aper

Second: Art Rodriguez

Discussion: Trustee Pyne would like the Land Acknowledgement changed from “ancestral history” to “indigenous people to whom the land the township occupies belongs.”

Aye: Sally Pyne, Art Rodriguez, Jess Ray

Nay: Floyd Aper

7. Approval of General Town Expenditures of \$121,541.41 from December 21, 2023 – January 17, 2024

Motion: Sally Pyne

Second: Floyd Aper

Discussion: None

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

Nay: None

8. Approval of General Assistance Expenditures of \$9,902.25 from December 21, 2023 – January 17, 2024

Motion: Sally Pyne

Second: Floyd Aper

Discussion: Trustee Rodriguez asked the Supervisor if the amount has tapered down. Supervisor Ray agreed that it has, year over year. However, Trustee Aper pointed out that overall assistance fund expenses have increased.

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

Nay: None

9. Approval of Senior Citizen Fund Expenditures of \$39,413.41 from December 21, 2023 – January 17, 2024

Motion: Art Rodriguez

Second: Sally Pyne

Discussion: Trustee Pyne asked about a check returned from Suzanne Richardson. Supervisor Ray verified that this was a misprint. The check was supposed to be printed to be paid to Scott Richardson. Trustee Pyne also asked about the publicity line, if anything needs to be done there since the current total is at 95% of the total allocation for the year.

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

Nay: None

10. Approval of Road and Bridge Expenditures of \$20,172.29 from December 21, 2023 – January 17, 2024

Motion: Sally Pyne

Second: Art Rodriguez

Discussion: None

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

Nay: None

11. Reports

A. Community Engagement

Jess – School Street Pantry reached out with a message of gratitude for the grant.

B. Assessor The township has around 50 new homes, and 6 new subdivisions being currently built: Beech St (Carden Springs – 472 units), West Hovey (Infinity Point – 150 apartments, 120 single family dwellings, 80 duplexes), Raab Rd (Archer Apartments), Shelbourne and Linden (300 Spot – 100+ apartments), across Beech to the east (additional apartments), Beech and Towanda (Weldon Reserve – apartments). Kent also mentioned that he is awaiting board review numbers to come in from closing. Supervisor Ray thanked him for submitting the budget for the Assessor's office. Trustee Pyne asked if it mostly remained the same. Kent replied that the budget had been even for the past 3-4 years, and that upon his review, that seemed to be working fine. He mentioned that he would like to have another part time person in the Assessor's office. Trustee Rodriguez asked if it was hard to find because of the necessary licensure. Assessor DePew said as long as someone had the right education. Trustee Aper asked when the assessors inspect on new construction. Assessor DePew reported that they go out every month on new construction projects, and that they are busier once they go to inspect on permits. Trustee Pyne mentioned that she would still like the Board to consider a way to memorialize the prior Assessor, Rob Cranston, now deceased. Trustee Aper asked if it was necessary to swear in Assessor DePew. Supervisor Ray reported that Assessor DePew was sworn in the meeting with the County Clerk's office, as well as the Deputy Township Clerk being re-sworn. A photo was taken and submitted to The Normalite newspaper.

C. Clerk

None

D. Highway Commissioner Entered Road permit season. Commissioner Rader has been giving limited weight permits to trash and water services, fuel, propane. He reported there is a joint permit with the county office for utilities. Pickup truck fuel pump broke during cold snap. Currently out of service, awaiting repair. Fire alarms were going off at new building, furnace off in office, balloon year warranty on the building to cover.

E. ARC Staff and Senior Advisory Committee- looking to fill senior advisory positions. More applications came in. Jess needs to discuss with Deb Shaw to also see if we wanted to have new people start in March so the term limits are better matched up. He will report further on this in

the future. There are two members from the advisory committee for the search committee. Molly and Elicsha did not have anything further to share at this time.

F. Supervisor

Jess Ray reported on township total investments.

IL Fund Account Portfolio Total - \$4,779,418.27

New Building Fund - \$815,040.54

General Township Fund - \$1,715,198.48

Road and Bridge Fund - \$1,130,577.35

Senior Center Fund - \$574,423.47

General Assistance Fund - \$544,178.43

Current Liquid Assets Total - \$257,429.39

General Township - \$78,531.95

Road and Bridge - \$58,754.95

Senior Center - \$66,942.36

General Assistance - \$53,200.13

GA/EA Update – State of IL Department of Human Services increased TANF guidelines in October. GA guidelines changed from \$340 to \$425 per individual.

ARC – Senior Advisory now has two members for representation on the search committee. Elicsha Sanders will be representing the ARC staff on the search committee. The township needs a trustee to represent the board on the committee. Trustee Art Rodriguez volunteered. Supervisor Ray reported there have been several applications, which he has already began vetting for minimal requirements. Trustee Pyne offered her documents from the previous search to Trustee Rodriguez's use this time.

Budget changes for current year – Supervisor Ray handed out a print out of the current budget to show where there are some current overages in expenses, causing the need to address needed funds through April, when the new budget will begin. He explained there is an option of moving funds around if they are at 10% or less, but that his concern is that some lines may be over the 10%. He is presenting the information to the Board now, as decisions will need to be made at the next Board meeting, in February.

Instructor Contracts – Supervisor Ray will discuss further with Molly on this.

Coffee – expenses have increased and usage has not decreased. Trustee Pyne asked if there is a donation space for coffee, and noted that the amount for coffee expenditures is high.

Publicity – Supervisor Ray mentioned that Sammi, he, and Jill are tracking to this amount coming near the total amount budgeted. Trustee Pyne asked what the publicity funds go towards.

Sammi reported that the funds go towards expos, swag for expos and other special events, ads

in 50+ News and Views and Pantagraph, Canva cost, etc. Trustee Rodriguez reported that the expos see good attendance and are a worthwhile expense.

Municipal Replacement Tax (Road and Bridge) – Supervisor Ray reported this ended up being more than anticipated at a 173% difference.

Audit Fund – Companies who complete the audits are charging more year over year. Trustee Pyne suggested bidding out other auditors to see if what we are currently paying is competitive. Commissioner Rader suggested that on another Board he serves on, they contract out their auditors for 3 years and then reopen the bidding process. Supervisor Ray reported that he does not believe there is currently a contract with the accounting/auditing firm.

Travel – Supervisor Ray reported that training opportunities caused a slight increase.

Debt Service – Supervisor Ray explained that expenses here are a little up, not by much, but will need to be addressed.

12. Old Business

None

13. New Business

A. Discussion/Vote on Section 2.8 Compensatory Time Off in Township Personnel Manual

Motion: Art Rodriguez

Second: Sally Pyne

Discussion: Floyd stated this measure died last meeting. Jess stated he added this to the agenda because last meeting he was under the impression that there was additional discussion needed. Jess spoke with ARC salaried staff about the topic and they liked it, because it reminds people about work/life balance, and allows tracking. Trustee Pyne asked how much notice is expected for a manager to ask another employee to work additional hours. Supervisor Ray explained that this is usually planned out in advance, and that hours are flexed into the same week or 7-day period. No change was made. Vote is to leave the policy as is.

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

Nay: None

B. Discussion/Vote on Section 2.6 Illinois Paid Leave for All Workers in Township Personnel Manual

Motion: Sally Pyne

Second: Floyd Aper

Discussion: Floyd seconds the motion but points out that there should not be a motion to discuss, that motions should be an action. He further explained that a discussion comes after a motion on an action. Supervisor Ray rebutted that this is how it's reflected on the agenda, and

can be changed for future agendas. Supervisor Ray continued that the challenge on the agenda is that due to Open Meetings Act compliance, we need to have the items on the agenda that will be discussed. Supervisor Ray's understanding has been that items on the agenda are for discussion, that the Board may or may not take action on, but if he doesn't also explicitly put "vote" on the agenda, the Board can discuss the item, but cannot take action on it until a future meeting. Trustee Aper replied that the motion is to discuss, and that he has never heard of a motion to discuss in other committees he has served on. He stated that discussion items can be placed under new business because there's no action, but when you have an action item that's the item you've made a motion on regardless of the outcome. Supervisor Ray asked if everything is an action item even though you only may be doing it to discuss. You can table it, reject it, approve, amend. Trustee Aper asked, how do you resolve an action item discussion? Supervisor Ray explained that for the future agenda, Trustee Aper and he will meet to consider changing the verbiage. Clerk Schickedanz asked for the current agenda item, what the motion needs to be. A motion was made to update or modify the current policy.

Motion: Floyd Aper

Second: Sally Pyne

Floyd then makes the motion that the policy (2.6) remains as written, no change. There is no second to the motion.

Trustee Pyne asked if the discussion can include possible amendments. Supervisor Ray said yes, and Trustee Aper replied no, that the motion is to leave the policy as written.

Sally asked if she thinks the Board should add something to it, she could include that in the current discussion. Floyd replied yes.

Trustee Pyne then suggested adding what the township's attorney said, at the end of the statement. She suggested adding number 6 on the attorney's remarks. Supervisor Ray noted that the attorney made two recommendations on this specific policy, one about operational needs and another about "usage of paid time under the act shall otherwise follow the act as may be amended from time to time".

Supervisor Ray asked Trustee Aper if what he had sent should be looked at by the Board.

Trustee Aper suggested killing the motion to discuss amending.

Trustee Pyne stated she still has questions about policy 2.6.

Clerk Schickedanz reminded the Board that the current motion on the floor is to update or modify 2.6. Dayna pointed out the motion was made to modify, but that the discussion was made to not modify. Trustee Aper replied that yes, the Board had to kill what they had done in the previous month first.

Floyd continued that Trustee Pyne had made the suggestion for amendment to add the attorney's recommended verbiage, and that his argument was that if one looked at what he had proposed, that Normal Township part-time hourly employees are eligible. He further stated that this had been the big crux of the attorney's input on this. Trustee Aper continued that a number of documents and the webinar on the new state law stated that if the employer is providing paid vacation, this does not apply to those who receive 40 hours of vacation time. Trustee Aper stated that part time hourly employees are eligible for the IL act, but that the 2 salaried part-

time employees employed by the Township would not be, because they already accrue vacation time. He stated that paid leave would not be carried over, but that the attorney said that accrued time under the paid leave act would have to be paid out by Township upon separation. Floyd says the paid leave act hours should not be carried over. Sally says it's not required to allow employees to carry over, that they max out at 40, but that if it doesn't carry over, hours would be wiped out at the end of each year. Floyd's concern is that carry over would lead to paying out upon separation. Sally proposes that 40 is the max amount anyone would be allowed to have accrued, so that they could carry hours into the new year. Jess clarified that Floyd's concern is that there would be a payout (the law says there is a use or lose it). Floyd says all it would take would be one lawsuit and Township would have to pay out. Floyd mentioned the attorney raised the issue as a red flag.

Trustee Aper said the next major change would be in the section stating: that employers are given a notice as soon as possible for unforeseeable leave, and 5 days advance notice when requiring multiple days, to the extent the Act allows. Floyd suggested creation of policy 2.6.1 or 2.6.2, to leave 2.6 as written, and create this new section as a separate entity.

Trustee Pyne explains that as the policy is currently written, and posted in the Personnel Manual, that paid leave carries over up to 40 hours per calendar year. However, Trustee Aper's suggested revision does not allow for carryover, so it could not simply be added as a separate entity on the existing policy, that an amendment would be required. Supervisor Ray clarifies that the act was approved in the previous month's meeting and then published to the Personnel Manual.

Supervisor Ray then suggested that all Board members, as well as himself, have the opportunity to get on the same page and revisit this in a future meeting.

Trustee Aper makes a motion to table.

Motion: Floyd Aper

Second: Sally Pyne

C. Discussion/Vote on Update for Appendix in Township Personnel Manual

Motion: Art Rodriguez

Second: Sally Pyne

Discussion: Trustee Aper mentioned that the motion to discuss is not a motion. Clerk Schickedanz explained that it is what is on the current agenda, which cannot be changed now because it would be a violation of the Open Meetings Act. Trustee Aper suggested that in the Normal Township policy prohibiting sexual harassment policy section 3, paragraph C, line 2, change from employer "may document", change to "may" to "must", and "...additionally the employer may collect", change to "may" to "must".

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

Nay: None

D. Update on Decennial Report

Supervisor Ray suggested the next decennial meeting in May. The Board would prefer the Decennial meeting to be separate from the regular township meeting. This will give the Board time to review docs, and to divvy up tasks. The following meeting in June would allow the Board to finalize the Decennial report.

E. Review of 2024 Budget

Jess explained that next month this will be a more in-depth discussion. Supervisor Ray asked if there is any place in the budget that Trustees would like increased focus placed.

F. Discussion/Vote on Appointments to Senior Advisory Board

Struck from Agenda by Supervisor Ray

14. Suggested Items for Next Agenda

Senior Advisory Board Appointments

Budget discussion

Floyd: Paid Leave for all workers 2.6 - modification

Sally: TOI Migrant Worker letter – Would like to discuss how that applies to Normal Township

15. Adjournment

Motion: Art Rodriguez

Second: Sally Pyne

Discussion:

None

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

Nay: None

Meeting adjourned at 9:34 am.

Next Regular Normal Township Board Meeting: Thursday, February 15, 2024 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, February 8, 2024 – 9:30 AM



Dayna Schickedanz - Normal Township Clerk

2 / 15 / 24
Date

Board Packet

NORMAL TOWNSHIP
REGULAR BOARD MEETING AGENDA
THURSDAY JANUARY 18 2024 AT 8:15 AM
304 E MULBERRY, NORMAL, IL

This meeting will be at Normal Township Hall, with the option to join remotely via Zoom by following this link <https://us02web.zoom.us/j/84656028457> or by calling 312-626-6799. If prompted for a meeting ID, please enter 846 5602 8457.

1. Call to Order
2. Land Acknowledgement
3. Roll Call
4. Pledge of Allegiance
5. Public Comment
6. Approval of the December 21, 2023, Regular Meeting Minutes
7. Approval of General Township Expenditures from December 21, 2023-January 17, 2024
8. Approval of General Assistance Expenditures from December 21, 2023-January 17, 2024
9. Approval of Senior Citizen Fund Expenditures from December 21, 2023-January 17, 2024
10. Approval of Road & Bridge Fund Expenditures from December 21, 2023-January 17, 2024
11. Reports
 - A. Community Engagement
 - B. Assessor
 - C. Clerk
 - D. Highway Commissioner
 - E. ARC Staff and Senior Advisory Committee
 - F. Supervisor
12. Old Business
 - A. None
13. New Business
 - A. Discussion/Vote on Section 2.8 Compensatory Time Off in Township Personnel Manual
 - B. Discussion/Vote on Section 2.6 Illinois Paid Leave for All Workers in Township Personnel Manual
 - C. Discussion/Vote on Update for appendix in Township Personnel Manual
 - D. Update on Decennial Report
 - E. Review of 2024 Budget
 - F. Discussion/Vote on Appointments to Senior Advisory Board
14. Suggested Items for the Next Agenda
15. Adjournment

Next Normal Township Board Meeting: Thursday, February 15, 2024 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, January 4, 2024 – 9:30 AM

Program Report January 2024

In-Person Programming Highlights

Join Bloomington-Normal NAACP President Linda Foster for the Journey of Doctor Martin Luther King Jr on Friday, January 12th at 10:00 AM.

Rita Meland will present Music Enrichment on Wednesday, January 17th at 10:30 AM or Tuesday, January 23rd at 2:00 PM. The topic this month is Ally Cats George and Ira Gershwin.

The ARC Enthusiastic Gardening Club will host a presentation on Poinsettias and Amaryllis on Thursday, January 18th at 11:00 AM.

Join Greg Kooz from the McLean County Museum of History for the Local Interest Speaker Series on Friday, January 19th at 10:00 AM. The topic for this month's speaker series is freedom, land and community.

Join Michael Dicker for Introducing Mozart on Monday, January 22nd at 1:00 PM. During this session you will learn about Mozart's early years, his family, his training and his travels.

The Parkinson's support group will not meet in January.

OSF Smart Meals will meet in the Dining Room on Thursday, January 25th at 1:00 PM. These shelf-stable, healthier recipes can be a pantry staple for easy cooking. January Smart Meals menu item will be chunky chicken corn chowder.

Mike Mitchell, Pickleball Ambassador, will host a beginner Pickleball clinic on Saturday, January 13th from 8:30 to 10:30 AM. This clinic is for beginners. The cost to attend is \$10.

Mike Mitchell, Pickleball Ambassador, will host a Pickleball Boot Camp on Saturday, January 13th from 11:00 AM to 1:00 PM. The pickleball boot camp is intended for intermediate players. The cost to attend this camp is \$20.

Carol Boerkel will teach Make a Sea Turtle in Watercolor workshop on Tuesday, January 9th from 9:00 AM to 1:30 PM. The cost to attend this class is \$20. All supplies are provided.

ARC member Marsha Meiss will teach a fun watercolor craft class on Friday, January 5th at 10:30 AM. The cost to attend this class is \$5.

Connie Dearborn will teach a fused glass Valentine's Day project on Friday, January 19th or Saturday January 20th at 9:00 AM or 11:00 AM. The cost to attend this class is \$30.

Nancy Norkiewicz will teach a Yo-Chi: Mind, Body, Magic class on Thursday, January 11th at 5:50 PM. The cost to attend this one-day class is \$6.

Nancy Norkiewicz will teach a drumming class on Saturday, January 20th at 10:00 AM. The cost to attend this one-day class is \$6.

The University of Illinois Extension Office will present 8 Dimensions of Wellness on Wednesday, January 24th at 1:00 PM.

Digital Programming

Mindfulness Meditation: Mondays, Wednesdays, Fridays, 9-10:30 AM (Hybrid)
Intermediate TAI CHI and Qigong: Mondays and Wednesdays, and Fridays, 11 AM (Hybrid)
Beginning TAI CHI and Qigong: Tuesdays and Thursdays, 11 AM (Hybrid)
ARC Avid Reader's Book Club: Tuesday, January 2nd at 10 AM (Hybrid)
Great Books: Thursday, January 4th at 10:30 AM (Hybrid)
Caregiver Support: CCSI & Alzheimer's Association: Wednesday, January 3rd from 2-3 PM (Hybrid)

Other News

The Midwest Food Bank distribution days at ARC for January will be January 16th and 30th.

The Vita Tax Assistance Program will be available to community members at ARC starting on Thursday, February 1st. Appointments at ARC can be made by calling 309-888-9099 and choosing option two starting Monday, January 22nd.

Communications Coordinator Report January 2024

Fundraising

- **Brick by Brick:** Have a request pending for a quote from a masonry company to get bricks affixed to wall outside of classroom space
- **Bingo sponsors:** No update
- **Coffee Sponsors:** The January sponsor is Health Alliance Medical Plans. Now filled through summer of 2024 and will begin scheduling for fall 2024 – summer 2025 in June of 2024.
- **Card Tourney Sponsors:** Have secured card tournament prize sponsors for the months of January through June 2024. Still looking for potential sponsors for July through December 2024.
- **ARC Living Memorial Fund 2023:** Green Space - \$3,814.24, General Support - \$14,555.93, Fitness Programming - \$3,521.94, Classroom Updates – \$332.50.
 - Since August 17th, \$2,163.44 has been collected for green space, \$7,323.93 for general support, \$2,966.41 for fitness upgrades, and \$332.50 for classroom upgrades for a total of \$12,786.28.
- **Dine & Donate:** \$263 raised at Gill Street Sports Bar & Restaurant plus an additional \$75.94 raised through GroupRaise in the week after the event.
- **Giving Tree:** Added one new leaf to the tree in December. One donor who made a \$500 gift is still deciding if they want to do another leaf, and one who made a \$750 gift has been reached out to as well.

Constant Contact as of 12/27/23

- 3281 subscribed contacts, 3498 contacts total (including those unsubscribed), still working to figure out best way to maintain lists and keep them as clean and accurate as possible without waiting too long to do mass cleanouts while still keeping people in the lists that may only be inactive for a short time.
- 215 unsubscribed but not on any list at this time and 123 subscribed but not on any list at this time (may lessen as renewals come in over time)
- 30-day open rate of 58%

Facebook as of 12/27/23

2,413 followers, 2,230 page likes

Page reach is last 28 days is 4,837, page visits 1,790

Last 90 days post reach of 14.8K, engagements of 4.3K

Other Notes

Upcoming presentations about ARC and our programs/services include 1/9 at Calvary Baptist, 1/11 at LIFE CIL, and 1/16 at Christian Women's Connection at Holiday Inn.

Shared info in January newsletter page 20 on how to support the ARC Living Memorial Fund through the Illinois Prairie Community Foundation: Illinois Prairie Community Foundation, as a public charity, acts as fiscal sponsor for the ARC Living Memorial Legacy Fund. As a component fund of the Community Foundation, the ARC Living Memorial Legacy Fund is accepted as a nonprofit organization and entitled to use the Community Foundation's IRS Income Tax EIN number. The EIN number is 37-1377415.

- Donate online by visiting <https://bit.ly/ARC-LMLFund>. When you do so, you will taken to Stripe, an online donation processor, to complete your online donation.
- Donate via check by making it out to Illinois Prairie Community Foundation and sending it to 915 E. Washington St., Suite 2, Bloomington, IL 61701. Please include the name of the fund to which you are donating on the check's memo line.

January 2024 MSM Report (as of January 2, 2024)

December 2023 Membership Numbers

- There were 159 memberships scheduled to expire in the month of December, 80 (50%) of those members have renewed their membership.
- There are 488 memberships scheduled to expire in the month of January, so far 121 have renewed.
- In January, we received \$5640 in Membership Revenue.

December Sunshine Numbers

- 265 Birthday calls were made by the MSR staff in December.
- December had 9 Sympathy and 8 Get Well correspondence sent out.

December Shuttle Van Numbers

- 28 members utilized the Shuttle Van in November.
- 22 members utilized the Shuttle Van in December.
- We had a few days the Shuttle Van was not in services due to driver availability.

December Programming Revenue

- In November, we received \$8331.50 in Programming Revenue.
- In December, we received \$7692.50 in Programming Revenue.

December Insurance-Based Membership Program Visits

- December reported visit total submitted for reimbursement- 2540
- Silver Sneakers- 2227
- Renew Active- 241
- Silver & Fit- 72
- Active & Fit- 0

The 2nd page is the Numbers Comparison Sheet

Member Services Number Comparison Report
January 2024

****Report as of 1/2/24****

Shuttle Van Ridership	
	Unduplicated Riders
November	28
December	22

Membership Totals	3543
Paid Member Total	2439
Silver Sneakers Total	876
Renew Active Total	146
Silver & Fit Total	29
Active & Fit	1
Reduced Fee Total	41
Change in Benefits	7
Member Support Person	5

Membership Stats

	November	December
Paid New Members	56	55
New Silver Sneaker	16	16
New Renew Active	3	1
New Silver & Fit	1	0
New Active & Fit	0	0
Visitor Passes	4	5

	November	December
Paid Renewal	129	139
Silver Sneaker Renewals	39	53
Renew Active Renewals	4	10
Silver & Fit Renewals	1	3
Active & Fit Renewals		

Monthly Attendance

November						
Week of	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11/1-11/4			425	376	209	150
11/6-11/11	494	370	389	375	225	166*
11/13-11/18	485****	427	362*****	382	201	160
11/20-11/25	490	393	332	CL	CL	CL
11/27-11/30	502	438	433	391		
December						
Week of	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/1-12/2					231	165
12/3-12/9	535	397	455	406	247	167
12/10-12/16	511****	476	454	374	219	160
12/17-12/23	490	400	415	414	CL	CL
12/24-12/30	CL	275	394	372	198	146

*-Art Exhibit & Holiday Bell Ringer Concert, Doors were open.

** - Veterans Program, Doors were open.

*** - Blood Drive, Doors were open.

**** - Gatekeeper electronic door issue at the South & West Doors

Prepared by Elicsha Sanders, MSM

NORMAL TOWNSHIP SUPERVISOR'S REPORT

Prepared by Jess Ray

January 18, 2024

Assistance Report: In December, 33 constituents received General Assistance. The township disbursed \$11,159.14 in General Assistance funds. 7 Emergency Assistance requests were approved totaling \$8,576. that went to rental.

GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE Jan. 2023 – Dec. 2023

Month	GA	AMOUNT	EA	AMOUNT
23-Jan	0	0	7	\$4964.65
23-Feb	18	\$5,561.27	4	\$3,527.44
23-Mar	18	\$6,120	6	\$5,925.89
23-Apr	21	\$7,061.58	8	\$8,453.53
23-May	19	\$6,120	9	\$7,615.70
23-June	19	\$6,120	15	\$12,827.02
23-July	16	\$5,440	27	\$26,800.01
23-Aug	15	\$5,100	18	\$18,080.63
23-Sep	19	\$6,460	24	\$20,535.31
23-Oct	28	\$9,261	4	\$239.41
23-Nov	30	\$10,142.25	2	\$2,910
23-Dec	33	\$11,159.14	7	\$8576
TOTAL	236	\$78,545.24	131	\$110,733.80

GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE Jan. 2022- Dec. 2022

Month	GA	AMOUNT	EA	AMOUNT
22-Jan	20	\$6,440.00	8	\$9,873.90
22-Feb	22	\$7,084.00	10	\$10,516.52
22-Mar	17	\$5,474.00	3	\$4,903.03
22-Apr	14	\$4,508.00	4	\$1,989.00
22-May	12	\$3,864.00	5	\$4,715.85
22-June	11	\$3,410.00	7	\$5,777.75
22-July	14	\$4,508.00	12	\$10,432.70
22-Aug	14	\$9,845.95	13	\$9,845.95
22-Sep	14	\$4,261.50	13	\$12,732.07
22-Oct	19	\$8,570.94	7	\$5,796.00
22-Nov	17	\$5,474.00	5	\$4,189.02
22-Dec	18	\$6141.41	9	\$10,690.75
TOTAL	192	\$69,585.8	96	\$91,462.54

MEMO

TO: TOWNSHIP BOARD OF TRUSTEES
FROM: KENT DEPEW, ASSESSOR
RE: 2024 / 2025 ASSESSOR'S BUDGET PROPOSAL
DATE: 01/10/2024

PLEASE FIND ATTACHED MY BUDGET PROPOSAL FOR THE 2024 / 2025 FISCAL YEAR. I AM REQUIRED TO PREPARE AND PRESENT THIS PROPOSAL TO THE BOARD AT LEAST 60 DAYS PRIOR TO THE START OF THE FISCAL YEAR.

PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS OR CONCERNS ABOUT THE PROPOSAL.

ASSESSOR'S BUDGET REQUEST

NORMAL TOWNSHIP

For the fiscal year beginning April 1, 2024 and ending March 31, 2025

PERSONNEL

Salaries.....	\$199,500
Social Security Contribution.....	N/A
Retirement Contribution.....	N/A
Unemployment Insurance.....	\$ 1,000
Health Insurance.....	\$22,000
Medicare.....	N/A

\$222,500

CONTRACTUAL SERVICES

Maintenance (equipment).....	\$ 300
Postage.....	\$ 650
Telephone.....	\$ 3,000
Publishing.....	\$ 100
Printing.....	\$ 250
Dues.....	\$ 500
Website Dues.....	\$ 750
Travel Expenses.....	\$ 2,000
Training.....	\$ 3,000
Publications(&maps).....	\$ 525
Consultant(appraiser).....	\$ 10,000
Consultant(computer).....	\$ 6,000

\$ 27,075

COMMODITIES

Office Supplies.....	\$ 3,000
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\$ 3,000

OTHER EXPENDITURES

Miscellaneous Charges.....	\$ 1,000
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\$ 1,000

CAPITAL OUTLAY

Equipment

Software.....	\$ 9,500
Equipment.....	\$ 5,500
Miscellaneous.....	\$ 900

\$ 15,900

TOTAL BUDGET REQUEST.....\$269,475

General Assistance Fund

Check Register

For the Period From Dec 22, 2023 to Jan 18, 2024

Check #	Date	Payee	Amount
6527	1/4/24	WELLS FARGO HOME MORTGAGE	52.40
6522	1/4/24	First State Bank	55.00
6528	1/4/24	TOWN OF NORMAL	66.12
6523	1/4/24	TOWN OF NORMAL	110.00
6524	1/4/24	NICOR GAS	110.00
6525	1/4/24	CORN BELT ENERGY	110.00
6529	1/4/24	AMEREN ILLINOIS	221.48
6515	12/28/23	TOWN OF NORMAL	340.00
6516	12/28/23	CORN BELT ENERGY	340.00
6517	12/28/23	CLASS ACT REALTY	340.00
6520	1/4/24	LYNNA L. BONNELL	340.00
6526	1/4/24	BROOKS PHILLIPS	340.00
6521	1/4/24	CLASS ACT REALTY	425.00
6514	12/28/23	Central Private Billings	437.13
6518	1/4/24	Central Private Billings	533.96
6519	1/4/24	CLASS ACT REALTY	995.00
6530	1/4/24	Roshdi A Osman	1,500.00
online	12/31/23	12.31 payroll	1,781.77
online	1/12/24	1.12 payroll	1,804.39
Total			9,902.25

GENERAL ASSISTANCE**2023-2024****ADMINISTRATION****PERSONNEL**

1. Salaries
2. Health Insurance
3. Social Security Contribution
4. Retirement Contribution
5. Unemployment Insurance

	BUDGET AMOUNT 2023-2024	AMOUNT SPENT Dec-23	AMOUNT THRU 12.30.2023	PERCENT OF BUDGET 12.30.2023	PROPOSED BILLS 12/22 - 1/18
\$	50,000.00	\$ 3,467.13	\$ 33,621.16	67.24%	\$ 3,570.95
\$	1,000.00	\$	94.55	9.46%	\$ 15.21
\$	51,000.00	\$ 3,467.13	\$ 33,715.71	66.11%	\$ 3,586.16

TOTAL**SERVICES & SUPPLIES**

1. Postage
2. Printing
3. Travel Expenses
4. Dues
5. Training
6. Office Supplies
7. Technology
8. Miscellaneous Expense

\$	1,000.00	\$ 198.00	\$ 198.00		
\$	500.00			0.00%	
\$	100.00				
\$	150.00			0.00%	
\$	500.00	\$	30.00	6.00%	
\$	500.00			0.00%	
\$	9,000.00	\$	7,500.00	83.33%	
\$	500.00			0.00%	

TOTAL**TOTAL ADMINISTRATION**

\$	12,250.00	\$ 198.00	\$ 7,728.00	63.09%	\$ -
\$	63,250.00	\$ 3,665.13	\$ 41,443.71	65.52%	\$ 3,586.16

HOME RELIEF**GENERAL ASSISTANCE**

1. Medical Services
2. Catastrophic Medical Premium
3. Funeral & Burial Service
4. Shelter
5. Utilities
6. Fuel
7. Grocery
8. Incidentals
9. Misc Home Relief Expense

\$	3,000.00		\$ 2,650.00	88.33%	
\$	500.00			0.00%	
\$	90,000.00	\$ 5,548.62	\$ 34,872.15	38.75%	\$ 1,552.40
\$	35,000.00	\$ 1,393.66	\$ 10,553.20	30.15%	\$ 1,297.60
\$	3,000.00	\$ 155.57	\$ 1,345.57	44.85%	
\$	36,000.00	\$ 3,306.62	\$ 14,009.40	38.92%	\$ 971.09
\$	1,000.00	\$	260.00	26.00%	
\$	5,000.00	\$ 860.00	\$ 3,643.88	72.88%	

TOTAL

\$	173,500.00	\$ 11,264.47	\$ 67,334.20	38.81%	\$ 3,821.09
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General Town Fund

Check Register

For the Period From Dec 22, 2023 to Jan 18, 2024

Check #	Date	Payee	Amount
10236	1/18/24	Ace Hardware	2.30
10282	1/18/24	TOWN OF NORMAL	42.62
10268	1/12/24	Barbara L. Dallinger	52.44
10232	12/29/23	UNITED WAY OF MCLEAN COUNTY	60.00
10274	1/12/24	Patrick M. Howard	61.21
10246	1/18/24	Securitas Technology Corporation	63.01
10231	12/29/23	NATIONWIDE RETIRMEMENT SOLUTIONS	65.00
10278	1/12/24	NATIONWIDE RETIRMEMENT SOLUTIONS	65.00
10241	1/18/24	ILLINI FIRE EQUIPMENT CO	85.00
10279	1/18/24	Orkin	90.00
10225	12/29/23	WILLIAM M. DRYER	111.63
10226	12/29/23	Patrick M. Howard	111.63
10244	1/18/24	BECCA RICE	118.56
10273	1/12/24	WILLIAM M. DRYER	118.83
10239	1/18/24	CAMPUS COMMUNICATIONS GROUP	118.96
10275	1/12/24	GEORGE A. WILSON	138.73
10217	12/29/23	Barbara L. Dallinger	174.80
10227	12/29/23	GEORGE A. WILSON	176.23
10252	1/12/24	ARLENE M. HOSEA	181.78
10253	1/12/24	SALLY K. PYNE	181.78
10256	1/12/24	ART RODRIGUEZ	181.78
10250	1/12/24	FLOYD H. APER	192.08
10233	1/2/24	REPUBLIC SERVICES	205.75
10237	1/18/24	Ameren Illinois	217.21
10205	12/29/23	DAYNA E. SCHICKEDANZ	237.63
10257	1/12/24	DAYNA E. SCHICKEDANZ	237.63
10234	1/2/24	FRONTIER	298.77
10243	1/18/24	NICOR GAS	300.08
10230	12/29/23	BLUE CROSS BLUE SHIELD OF ILLINOIS	305.51
10276	1/12/24	KEITH C. WEATHERSPOON	323.22
10220	12/29/23	Michelle A. Lee	360.89
10223	12/29/23	KEITH C. WEATHERSPOON	387.80
10240	1/18/24	C.I.A.O. Association	395.00
10281	1/18/24	Watts Copy Systems, Inc	416.28
10272	1/12/24	MICHAEL R. TUTTLE	419.14
10270	1/12/24	CHRISTINE S. HOFF	486.13
10261	1/12/24	RANDALL S. KOCH	495.20
10222	12/29/23	MICHAEL R. TUTTLE	509.53
10219	12/29/23	CHRISTINE S. HOFF	522.58
10208	12/29/23	RUBY J. JONES	545.64
10221	12/29/23	DELORES MCGEE	545.86
10209	12/29/23	RANDALL S. KOCH	551.90
10260	1/12/24	RUBY J. JONES	552.64
10218	12/29/23	DELILAH F. FINNEGAN	578.21
10269	1/12/24	DELILAH F. FINNEGAN	634.53
10235	12/29/23	KENT V. DEPEW	643.42
10228	12/29/23	CHAD W. SORENSEN	664.07
10277	1/12/24	DELORES MCGEE	667.83
10285	1/18/24	C.I.A.O. Association	770.00
10271	1/12/24	DAVID T. MIKULECKY	865.74
10216	12/29/23	JEANNE M. WHITEHILL	918.74
10267	1/12/24	JEANNE M. WHITEHILL	918.74
10224	12/29/23	DAVID T. MIKULECKY	951.68
10211	12/29/23	LINDA ADAMS	1,083.54

Check #	Date	Payee	Amount
10263	1/12/24	LINDA ADAMS	1,083.54
10247	1/18/24	STABILITY IT SOLUTIONS	1,107.50
10245	1/18/24	Pipeworks, Inc.	1,180.00
10242	1/18/24	MILLER JANITORIAL SUPPLY	1,276.30
10248	1/18/24	U.S. MECHANICAL SERVICES, INC	1,329.54
10213	12/29/23	REBECCA RICE	1,344.73
10264	1/12/24	REBECCA RICE	1,344.73
10215	12/29/23	SAMANTHA SCOTT	1,546.30
10266	1/12/24	SAMANTHA SCOTT	1,546.30
10203	12/29/23	ARIN RADER	1,720.44
10254	1/12/24	ARIN RADER	1,720.86
10206	12/29/23	ELICSSHA M. SANDERS	1,823.64
10258	1/12/24	ELICSSHA M. SANDERS	1,823.64
10210	12/29/23	JILL M. SCHAAB	1,840.14
10262	1/12/24	JILL M. SCHAAB	1,840.14
10229	12/29/23	KENT V. DEPEW	1,893.04
10207	12/29/23	PRESTON J. HILL	1,894.09
10259	1/12/24	PRESTON J. HILL	1,894.92
10214	12/29/23	MOLLY J. STRAUCH	1,951.74
10265	1/12/24	MOLLY J. STRAUCH	1,951.74
10212	12/29/23	KENT V. DEPEW	2,561.29
10204	12/29/23	JESS RAY	2,646.99
10255	1/12/24	JESS RAY	2,646.99
10251	1/12/24	KENT V. DEPEW	3,188.68
10280	1/18/24	School Street Food Pantry	4,000.00
10238	1/18/24	ANDERSON ELECTRIC	5,562.16
10284	1/18/24	U.S. BANK	5,702.11
10283	1/18/24	TRANE U.S. INC.	9,113.61
10249	1/18/24	CIRONE COMPUTER CONSULTING	9,800.00
online	12/31/23	12.31 State W/H payable	1,748.73
online	12/31/23	12.31 Fica, Medicare, Fed W/H payable	8,678.48
online	12/31/23	12.31 IMRF payable	4,870.28
online	12/31/23	12.31 unemployment	189.85
online	1/12/23	1.12 State W/H payable	1,568.12
online	1/12/23	1.12 Fica, Medicare, Fed W/H payable	7,746.53
Total			121,541.41

GENERAL TOWN
2023-2024

ADMINISTRATION

PERSONNEL

- 40211-11 1. Salaries
- 40311-11 2. Health Insurance
- 40611-11 3. Unemployment Contribution

TOTAL

CONTRACTUAL SERVICES

- 44611-11 1. Maint Service-Building
- 45111-11 2. Maintenance Service-Equipment
- 43111-11 3. Legal Service
- 43511-11 4. Accounting Service
- 43411-11 5. Data Processing Service
- 45511-11 6. Postage
- 51011-11 7. Telephone
- 46011-11 8. Publishing
- 47011-11 9. Publications
- 46511-11 10. Printing
- 47511-11 11. Dues
- 48011-11 12. Travel
- 48511-11 13. Training
- 44911-11 14. Utilities
- 44411-11 15. Web Site Support/Office 365

TOTAL

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills
	2023-2024	Dec-23	12.31.23	'12.31.23	12/22 - 1/18
	\$ 420,000.00	\$ 22,351.83	\$ 243,158.21	58%	\$ 34,015.97
	\$ 111,650.00	\$ 12,717.73	\$ 64,099.43	57%	\$ 4,919.03
	\$ 10,000.00	\$ 24.60	\$ 852.29	9%	\$ 190.48
TOTAL	\$ 541,650.00	\$ 35,094.16	\$ 308,109.93	57%	\$ 39,125.48
	\$ 50,000.00	\$ 6,115.76	\$ 38,495.65	77%	\$ 12,257.48
	\$ 20,000.00	\$ 5,990.20	\$ 17,861.41	89%	\$ 1,220.03
	\$ 10,000.00		\$ 2,280.00	23%	
	\$ 1,000.00		\$ 1,000.00	100%	
	\$ 5,000.00		\$ 1,814.95	36%	
	\$ 1,200.00	\$ 198.00	\$ 594.00	50%	
	\$ 3,000.00	\$ 298.54	\$ 1,963.33	65%	\$ 118.96
	\$ 1,000.00		\$ 792.96	79%	
	\$ 1,000.00		\$ 795.00	80%	
	\$ 1,000.00		\$ 320.00	32%	
	\$ 2,000.00		\$ 1,219.45	61%	
	\$ 500.00		\$ 739.57	148%	
	\$ 3,000.00		\$ 2,752.28	92%	
	\$ 6,000.00	\$ 396.98	\$ 3,796.02	63%	\$ 559.91
	\$ 8,000.00	\$ 30.00	\$ 799.24	10%	
TOTAL	\$ 112,700.00	\$ 13,029.48	\$ 75,223.86	67%	\$ 14,156.38

GENERAL TOWN
2023-2024

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	<i>Proposed Bills</i>
	'2023-2024	Dec-23	'12.31.23	'12.31.23	12/22 - 1/18
COMMODITIES					
49011-11 1. Office Supplies	\$ 2,000.00	\$ -	\$ 250.86	13%	-
TOTAL	\$ 2,000.00	\$ -	\$ 250.86	13%	-
COMMUNITY AGENCY FUNDING					
53113-11 1. Grants	\$ 70,000.00		\$ 28,000.00		\$ 4,000.00
TOTAL	\$ 70,000.00	\$ -	\$ 28,000.00		
OTHER EXPENDITURES					
50011-11 1. Miscellaneous Charges	\$ 5,000.00	\$ 90.00	\$ 1,586.47	32%	\$ 347.28
TOTAL	\$ 5,000.00	\$ 90.00	\$ 1,586.47	32%	\$ 347.28
CAPITAL OUTLAY					
44811-11 1. Building & Equipment	\$ 247,000.00		\$ 13,058.00	5%	6,940.41
45311-11 2. Technology	\$ 5,000.00			0%	5,064.61
45421-11 3. ARC Debt Service Exp	\$ 275,000.00		\$ 276,562.28	101%	
45411-11 4. ARC Interest Expense	\$ 57,000.00		\$ 47,437.07	83%	
44711-11 5. New Building Costs	\$ -			#DIV/0!	
TOTAL	\$ 584,000.00	\$ -	\$ 337,057.35	58%	12,005.02
TOTAL ADMINISTRATION	\$ 1,315,350.00	\$ 48,213.64	\$ 750,228.47	57%	\$ 65,634.16
TOTAL ADMINISTRATION		\$ 48,213.64	\$ 750,228.47		\$ 65,634.16

GENERAL TOWN
2023-2024

BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	<i>Proposed Bills</i>
'2023-2024	Dec-23	'12.31.23	'12.31.23	12/22 - 1/18

ASSESSOR

PERSONNEL

1. Salaries
2. Health Insurance
3. Unemployment Insurance

\$ 199,500.00	\$ 14,369.05	\$ 122,017.05	61%	
\$ 22,000.00	\$ 1,625.44	\$ 11,849.22	54%	
\$ 1,000.00	\$	\$ 142.60	14%	

TOTAL

\$ 222,500.00	\$ 15,994.49	\$ 134,008.87	60%	\$ -
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CONTRACTUAL SERVICES

1. Maintenance Service Equipment
2. Postage
3. Publishing
4. Printing
5. Dues
6. Travel
7. Training
8. Publications/Maps
9. Consultant/Assessor
10. Computer Consultant
11. Telephone
12. Website Support

\$ 300.00			0%	
\$ 650.00	\$	4.78	1%	
\$ 100.00			0%	
\$ 250.00			0%	
\$ 500.00	\$	50.00	10%	
\$ 2,000.00	\$ 123.81	\$ 1,083.92	54%	\$ 118.56
\$ 3,000.00			0%	\$ 1,165.00
\$ 525.00			0%	
\$ 10,000.00			0%	
\$ 6,000.00	\$ 253.75	\$ 4,504.09	75%	
\$ 3,000.00	\$ 300.46	\$ 2,565.13	86%	\$ 298.77
\$ 750.00	\$ 101.32	\$ 202.64	27%	

TOTAL

\$ 27,075.00	\$ 779.34	\$ 8,410.56	31%	\$ 1,582.33
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COMMODITIES

1. Office Supplies

\$ 3,000.00	\$ 157.76	\$ 910.73	30%	
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TOTAL

\$ 3,000.00	\$ 157.76	\$ 910.73	30%	\$ 1,582.33
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GENERAL TOWN
2023-2024

OTHER EXPENDITURES

50012-12

1. Miscellaneous Charge

TOTAL

CAPITAL OUTLAY - ASSESSOR

45212-12

1. Miscellaneous

45312-12

2. Computer Software

45412-12

3. Computer Station

TOTAL

TOTAL ASSESSOR

50511-11

CONTINGENCIES

TOTAL GENERAL TOWN

BALANCE AS OF 11.30.2023

INCOME FOR GENERAL TOWN FUND

30511-11

PROPERTY TAX

30611-11

REPLACEMENT TAXES

70511-11

INTEREST-GT

71011-11

ROOM RENTAL

71511-11

MISC INCOME

BORROWED FUNDS

TOTAL INCOME

BALANCE AS OF 12.31.2023

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
	'2023-2024	Dec-23	'12.31.23	'12.31.23	
\$	1,000.00	\$	16.28	2%	
\$	1,000.00	\$ -	16.28	2%	-
\$	900.00			0%	
\$	9,500.00			0%	9,800.00
\$	5,500.00			0%	
\$	15,900.00	\$ -	-	0%	9,800.00
\$	269,475.00	\$ 16,931.59	\$ 143,346.44	53%	1,582.33
\$	40,000.00				
\$	1,624,825.00	\$ 65,145.23	\$ 893,574.91	55.00%	
\$					\$ 2,439,549.43
\$	1,474,650.00		\$ 1,464,966.46	99%	
\$	50,000.00	\$ 4,184.17	\$ 69,074.43	138%	
\$	5,000.00	\$ 10,645.18	\$ 82,601.02	1652%	
\$	1,000.00	\$ 200.00	\$ 400.00	40%	
\$	500.00	\$	\$ 7,405.63	1481%	
\$	1,531,150.00	\$ 15,029.35	\$ 1,624,447.54	106%	-
\$					\$ 2,389,433.55

GENERAL TOWN
2023-2024

INSURANCE FUND
PERSONNEL

1. Worker's Compensation

44311-15

TOTAL

CONTRACTUAL SERVICES

1. Liability Insurance

44111-15

2. General Insurance

44211-15

TOTAL

CONTINGENCIES

50511-15

TOTAL EXPENSES

BALANCE AS OF 11.30.2023

INCOME FOR INSURANCE FUND

PROPERTY TAX

30512-15

INTEREST INCOME

70511-15

TOIRMA DIVIDEND

70611-15

TOTAL INCOME

BALANCE AS OF 12.31.2023

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills/Income
	'2023-2024	Dec-23	'12.31.23	'12.31.23	12/22 - 1/18
\$	6,000.00	\$	3,751.00	63%	
\$	6,000.00	\$	3,751.00	63%	\$
\$	3,600.00	\$	2,942.00	82%	
\$	30,000.00	\$	28,969.60	97%	
\$	33,600.00	\$	31,911.60	95%	\$
\$	1,000.00			0%	
\$	40,600.00	\$	35,662.60	88%	\$
					\$ 31,875.72
\$	33,000.00	\$	32,776.97	99%	
\$	50.00	\$	1,851.19	3702%	
\$	3,000.00			0%	
\$	36,050.00	\$	34,628.16	96%	
					\$ 32,114.29

GENERAL TOWN
2023-2024

SOCIAL SECURITY

PERSONNEL

FICA Contribution

1. GT Administration
2. Assessor
3. General Assistance
4. Senior Citizens

Medicare Contribution

1. GT Administration
2. Assessor
3. General Assistance
4. Senior Citizens

TOTAL EXPENSES

CONTINGENCIES

GRAND TOTAL

BALANCE AS OF 11.30.2023

INCOME FOR SOCIAL SECURITY FUND

- PROPERTY TAX
- INTEREST INCOME

TOTAL INCOME

BALANCE AS OF 12.31.2023

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills/Income
	'2023-2024	Dec-23	'12.31.23	'12.31.23	12/22 - 1/18
	\$ 22,000.00	\$ 1,000.20	\$ 11,743.34	53%	\$ 1,711.64
	\$ 12,000.00	\$ 890.89	\$ 7,565.13	63%	\$ 669.50
	\$ 3,000.00	\$ 214.97	\$ 2,084.33	69%	\$ 221.41
	\$ 25,000.00	\$ 2,041.55	\$ 18,221.38	73%	\$ 2,022.37
	\$ 5,500.00	\$ 258.35	\$ 2,770.85	50%	\$ 400.31
	\$ 3,000.00	\$ 208.36	\$ 1,769.32	59%	\$ 156.58
	\$ 800.00	\$ 25.84	\$ 463.07	58%	\$ 51.79
	\$ 6,000.00	\$ 477.45	\$ 4,261.44	71%	\$ 472.97
	\$ 77,300.00	\$ 5,117.61	\$ 48,878.86	63%	\$ 5,706.57
	\$ 2,000.00			0%	
	\$ 79,300.00	\$ 5,117.61	\$ 48,878.86	62%	\$ 5,706.57
					\$ 104,356.48
	\$ 75,000.00		\$ 74,528.19	99%	
	\$ 100.00	\$ 541.22	\$ 4,199.63	4200%	
	\$ 75,100.00	\$ 541.22	\$ 78,727.82		
					\$ 99,780.09

GENERAL TOWN
2023-2024

IMRF

RETIREMENT CONTRIBUTION

40511-17	1. Administration GT	\$ 19,000.00	\$ 531.69	\$ 7,209.28	38%	\$ 924.01
40512-17	2. Assessor	\$ 8,500.00	\$ 505.49	\$ 4,307.08	51%	\$ 351.59
40521-17	3. General Assistance	\$ 2,500.00	\$ 106.92	\$ 929.32	37%	\$ 106.92
40513-17	4. Senior Citizens	\$ 19,000.00	\$ 1,140.90	\$ 10,355.14	55%	\$ 1,134.90

TOTAL EXPENSES

\$ 49,000.00	\$ 2,285.00	\$ 22,800.82	47%	\$ 2,517.42
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CONTINGENCIES

\$ 1,000.00	0%
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GRAND TOTAL

\$ 50,000.00	\$ 2,285.00	\$ 22,800.82	46%	\$ 2,517.42
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BALANCE AS OF 11.30.2023

\$ 90,347.98

INCOME FOR IMRF FUND

30514-17	PROPERTY TAX	\$ 55,000.00	\$ 54,596.97	99%	\$ 20,480.14
70511-17	INTEREST INCOME	\$ 75.00	\$ 397.61	4114%	\$ 3,085.25

TOTAL INCOME

\$ 55,075.00	\$ 397.61	\$ 57,682.22	105%
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BALANCE AS OF 12.31.23

\$ 88,460.59

GENERAL TOWN
2023-2024

AUDIT FUND

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	<i>Proposed Bills/Income</i>
	'2023-2024	Dec-23	'12.31.23	'12.31.23	
43211-18 ANNUAL AUDIT	\$ 6,500.00		\$ 7,125.00	110%	
TOTAL EXPENSES	\$ 6,500.00	\$ -	\$ 7,125.00	110%	\$ -
BALANCE AS OF 11.30.2023					\$ 1,675.07

INCOME FOR AUDIT FUND

30515-18	PROPERTY TAX	\$	6,500.00	\$	6,423.89	99%
70511-18	INTEREST	\$	5.00	\$	46.27	7182%
<hr/>						
	TOTAL INCOME	\$	6,505.00	\$	46.27	\$ 6,782.98
						104%

BALANCE AS OF 12.31.2023

\$ 1,721.34

TOTAL EXPENSES GENERAL TOWN & ALL

\$ 72,547.84 \$ 1,008,042.19

TOTAL INCOME GENERAL TOWN & ALL

\$ 16,253.02 \$ 1,802,268.72

FOR GENERAL TOWN, INSURANCE, IMRF, SOCIAL SECURITY AND AUDIT
BALANCE AS OF 12/31/2023

\$ 2,611,509.86

Road & Bridge Fund

Check Register

For the Period From Dec 22, 2023 to Jan 18, 2024

Check #	Date	Payee	Amount
5103	1/18/24	Parkway Auto Laundry	19.00
5099	1/2/24	TOWN OF NORMAL, WATER	61.43
5100	1/2/24	REPUBLIC SERVICES #368	68.25
5107	1/18/24	CENTRAL ILLINOIS TRUCKS	81.62
5102	1/18/24	AMEREN ILLINOIS	105.19
5101	1/18/24	AMEREN ILLINOIS	205.22
5109	1/18/24	Chief City Mechanical Inc	240.00
5108	1/18/24	NICOR GAS	284.55
5105	1/18/24	FASTENAL COMPANY	1,362.33
5111	1/18/24	U.S. BANK	2,201.10
5104	1/18/24	STARK MATERIALS COMPANY INC	2,310.00
5110	1/18/24	TOWN OF NORMAL	4,354.35
5106	1/18/24	LK Repair	4,546.51
online	12/31/23	12.31 payroll	2,668.77
online	1/12/24	1.12 payroll	1,663.97
Total			20,172.29

ROAD & BRIDGE BUDGET
2023-2024

**GENERAL ROAD FUND
ADMINISTRATION**

PERSONNEL

- 40231-01 1. Salaries
- 40331-01 2. Health Insurance
- 40431-01 3. Social Social Contribution
- 40731-01 4. Medicare
- 40631-01 5. Unemployment Insurance
- 40531-01 6. IMRF Retirement Contribution

TOTAL

CONTRACTUAL SERVICES

- 43131-01 1. Legal Fees
- 45531-01 2. Postage
- 51031-01 3. Telephone
- 46031-01 4. Publishing
- 46531-01 5. Printing
- 47531-01 6. Dues
- 48031-01 7. Travel
- 48531-01 8. Training

TOTAL

OTHER EXPENDITURES

- 50031-01 1. Miscellaneous Expense
- 55031-01 2. Municipal Replacement Tax (RTS)
- 55131-01 3. NPDES Permit Fee (Storm Water License)

TOTAL

TOTAL ADMINISTRATION

	BUDGET AMOUNT 2023-2024	AMOUNT SPENT Dec-23	AMOUNT THRU 12.31.2023	PERCENT OF BUDGET 12.31.2023	PROPOSED BILLS 12/22 - 1/18
	\$ 75,000.00	\$ 4,444.53	\$ 35,182.80	47%	\$ 3,921.05
	\$ 8,000.00			0%	
	\$ 5,000.00	\$ 275.56	\$ 2,207.34	44%	\$ 243.10
	\$ 1,500.00	\$ 64.45	\$ 516.31	34%	\$ 56.86
	\$ 1,500.00	\$ 18.53	\$ 126.56	8%	\$ 14.09
	\$ 2,500.00	\$ 97.64	\$ 904.44	36%	\$ 97.64
	\$ 93,500.00	\$ 4,900.71	\$ 38,937.45	42%	\$ 4,332.74
	\$ 10,000.00			0%	
	\$ 100.00			0%	
	\$ 2,000.00	\$ 150.01	\$ 1,638.67	82%	
	\$ 1,000.00		\$ 181.12	18%	
	\$ 500.00			0%	
	\$ 200.00	\$ 60.00	\$ 60.00	30%	
	\$ 500.00			0%	
	\$ 100.00		\$ 75.00	75%	
	\$ 14,400.00	\$ 210.01	\$ 1,954.79	14%	\$ -
	\$ 1,000.00			0%	
	\$ 22,500.00	\$ 1,969.14	\$ 38,852.29	173%	\$ 4,354.35
	\$ 1,000.00			0%	\$ -
	\$ 24,500.00	\$ 1,969.14	\$ 38,852.29	159%	\$ 4,354.35
	\$ 132,400.00	\$ 7,079.86	\$ 79,744.53		\$ 8,687.09

ROAD & BRIDGE 2023-2024

MAINTENANCE

CONTRACTUAL SERVICES

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT THRU	PERCENT OF BUDGET	PROPOSED BILLS
	'2023-2024	Dec-23	12.31.2023	12.31.2023	12/22 - 1/18
44632-02	\$ 10,077.00	\$ 844.98	\$ 3,464.95	34%	\$ 532.97
45132-02	\$ 12,000.00	\$ 3,692.33	\$ 6,047.52	50%	\$ 4,628.13
85532-02	\$ 28,500.00	\$	\$ 11,858.90	42%	
85632-02	\$ 8,000.00			0%	
86032-02	\$ 3,000.00			0%	
85732-02	\$ 4,000.00	\$ 521.89	\$ 2,355.07	59%	\$ 120.07
87032	\$ 3,000.00			0%	
44931-02	\$ 10,000.00	\$ 571.31	\$ 3,617.51	36%	\$ 656.39
51532-01	\$ 3,000.00			0%	
87532	\$ 2,000.00			0%	

TOTAL

\$ 83,577.00	\$ 5,630.51	\$ 27,343.95	33%	\$ 5,937.56
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COMMODITIES

44732-02	\$ 4,000.00			0%	
45232-02	\$ 5,000.00	\$	\$ 363.75	7%	\$ 1,362.33
86632-02	\$ 8,000.00			0%	
86832	\$ 12,000.00			0%	
86732	\$ 6,000.00			0%	
86932	\$ 2,000.00			0%	
84232-02	\$ 1,000.00			0%	
84532-02	\$ 5,000.00			0%	\$ 1,695.82
84032-02	\$ 12,000.00	\$ 2,896.92	\$ 6,995.00	58%	\$ 179.49

TOTAL

\$ 55,000.00	\$ 2,896.92	\$ 7,358.75	13%	\$ 3,237.64
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OTHER EXPENDITURES

50032-02	\$ 20,000.00	\$	\$ 235.17	1%	
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ROAD & BRIDGE
2023-2024

CAPITAL OUTLAY

- 87331 1. Road Improvement
- 87731 2. Equipment Replacement
- 87631 3. Building Design & Site Prep

TOTAL

TOTAL MAINTENANCE

CONTINGENCIES

50531-01

TOTAL GENERAL ROAD

INSURANCE FUND

- 44131-03 1. Liability Insurance
- 44231-03 2. General Insurance
- 44431-03 3. Workman's Comp Insurance

TOTAL GENERAL INS.

EQUIPMENT & BUILDING FUND

- 45332-02 1. Building Construction
- 45331-02 2. Equipment

TOTAL EQUIP & BLDG

AUDIT FUND

- 45331-05 1. Accounting Service

TOTAL AUDIT FUND

TOTAL ROAD & BRIDGE

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	PROPOSED BILLS
	'2023-2024	Dec-23	12.31.2023	12.31.2023	12/22 - 1/18
	\$ 75,000.00	\$ 15,000.00	\$ 15,000.00	20%	
	\$ 50,000.00			0%	
	\$ 400,000.00	\$ 3,400.00	\$ 364,128.27	91%	\$ 2,310.00
	\$ 525,000.00	\$ 18,400.00	\$ 379,128.27	72%	\$ 2,310.00
	\$ 683,577.00		\$ 413,830.97	61%	
	\$ 20,000.00			0%	
	\$ 835,977.00	\$ 34,007.29	\$ 493,575.50	59%	\$ 20,172.29
	\$ 5,000.00		\$ 2,943.00	59%	
	\$ 5,000.00		\$ 2,858.00	57%	
	\$ 1,500.00		\$ 714.00	48%	
	\$ 11,500.00	\$ -	\$ 6,515.00	57%	\$ -
	\$ 300,000.00			0%	
	\$ 10,000.00			0%	
	\$ 310,000.00	\$ -	\$ -	0%	\$ -
	\$ 2,200.00		\$ 2,375.00	108%	
	\$ 2,200.00	\$ -	\$ 2,375.00	108%	\$ -
	\$ 1,159,677.00	\$ 34,007.29	\$ 502,700.67	43%	\$ 20,172.29

**ROAD & BRIDGE
2023-2024**

BUDGET AMOUNT	AMOUNT RECEIVED	AMOUNT REC'D THRU	PERCENT OF BUDGET	PROPOSED BILLS
'2023-2024	Dec-23	12.31.2023	12.31.2023	
BALANCE 11/30/2023				
GENERAL ROAD				
				\$ 773,247.45
INSURANCE FUND				
				\$ 6,996.14
EQUIPMENT & BUILDING				
				\$ 435,329.86
AUDIT FUND				
				\$ 1,577.89
TOTAL ROAD & BRIDGE				
				\$ 1,217,151.34

INCOME FOR ROAD & BRIDGE FUND

GENERAL ROAD

PROPERTY TAX
REPLACEMENT TAX
INTEREST
MISCELLANEOUS

\$ 366,627.00		\$ 372,355.73	102%	
\$ 45,000.00	\$ 4,148.16	\$ 68,479.93	152%	
\$ 4,000.00	\$ 4,994.89	\$ 41,735.12	1043%	
\$ 12,000.00		\$ 13,708.62		

TOTAL

\$ 427,627.00	\$ 9,143.05	\$ 496,279.40	116%	\$ -
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INSURANCE FUND

PROPERTY TAX
INTEREST
TOIRMA DIVIDEND

\$ 5,000.00		\$ 5,006.61	100%	
\$ 50.00	\$ 66.67	\$ 557.02	1114%	
\$ 800.00			0%	

TOTAL

\$ 5,850.00	\$ 66.67	\$ 5,563.63	95%	\$ -
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EQUIPMENT & BUILDING FUND

PROPERTY TAX
INTEREST
SALE OF ASSETS

\$ 15,000.00		\$ 14,925.25	100%	
\$ 300.00	\$ 199.99	\$ 1,670.99	557%	
\$ 500.00				

TOTAL

\$ 15,800.00	\$ 199.99	\$ 16,596.24	105%	\$ -
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ROAD & BRIDGE						
2022-2023						
		BUDGET AMOUNT	AMOUNT RECEIVED	AMOUNT REC'D THRU	PERCENT OF BUDGET	PROPOSED BILLS
		'2023-2024	Dec-23	12.31.2023	12.31.2023	
AUDIT FUND						
30531-05	PROPERTY TAX	\$ 2,200.00		\$ 2,172.71	99%	
	INTEREST	\$ 20.00	\$ 29.08	\$ 243.12	1216%	
TOTAL						
		\$ 2,220.00	\$ 29.08	\$ 2,415.83	109%	\$ -
TOTAL INCOME						
		\$ 451,497.00	\$ 9,438.79	\$ 520,855.10	115%	\$ -
BALANCE 12/31/2023						
GENERAL ROAD						
						\$ 748,383.21
INSURANCE FUND						
						\$ 7,062.81
EQUIPMENT & BUILDING						
						\$ 435,529.85
AUDIT FUND						
						\$ 1,606.97
GRAND TOTAL ROAD & BRIDGE						
						\$ 1,192,582.84

Senior Citizens

Check Register

For the Period From Dec 22, 2023 to Jan 18, 2024

Check #	Date	Payee	Amount
4288V	1/18/24	SUZANNE RICHARDSON	-1,117.50
4298	1/18/24	Lana F Kinser	52.00
4284	1/18/24	Office Depot	77.09
4297	1/18/24	CAROL BOERCKEL	96.00
4279	1/18/24	Senior Care Network	100.00
4290	1/18/24	ANDREA MONNINGER	112.00
4301	1/18/24	U.S. BANK	133.42
4292	1/18/24	CONNIE STEFL	140.00
4293	1/18/24	AMY BROICH	150.00
4278	1/18/24	CAMPUS COMMUNICATIONS GROUP	161.49
4280	1/18/24	KOLDAIRE EQUIPMENT CO	173.74
4283	1/18/24	QUICKSILVER	182.35
4294	1/18/24	NANCY KOMLANC	192.00
4287	1/18/24	RITA MELAND	200.00
4289	1/18/24	SUSAN PALMER	211.20
4281	1/18/24	MOTION PICTURE LICENSING CORP	290.02
4295	1/18/24	ADA REDIGER	297.60
4286	1/18/24	KOLDAIRE EQUIPMENT CO	318.00
4291	1/18/24	Connie Dearborn	400.00
4285	1/18/24	TOWN OF NORMAL	493.16
4296	1/18/24	NANCY ANN NORKIEWICZ	947.10
4282	1/18/24	NICOR GAS	970.48
4277	1/18/24	BALANCE SOLAR FUND I LLC	1,050.00
4300	1/18/24	U.S. BANK	1,104.23
4288	1/18/24	SUZANNE RICHARDSON	1,117.50
4299	1/18/24	Scott Richardson	1,117.50
4276	1/18/24	AMEREN IP	3,533.42
online	1/4/24	CC fees	700.41
online	12/31/23	12.31 payroll	13,445.95
online	1/12/23	1.12 payroll	12,764.25
Total			39,413.41

SENIOR CITIZENS FUND**2023-2024****ADMINISTRATION****PERSONNEL**

- 40213-01 1. Salaries
- 40613-01 2. Unemployment Contribution
- 40313-01 3. Health Insurance

Total

BUDGET AMOUNT 2023-2024	AMOUNT SPENT Dec-23	AMOUNT SPEND THRU 12.31.2023	PERCENT OF BUDGET 12.31.2023	PROPOSED BILLS 12/22 - 1/18
\$ 390,000.00	\$ 26,709.06	\$ 240,566.41	61.68%	\$ 26,210.20

\$ 390,000.00	\$ 26,709.06	\$ 240,566.41	61.68%	\$ 26,210.20
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OPERATIONS

- 51013 1. Telephone
- 45513-03 2. Postage
- 44913 3. Utilities - Electric
- 45113 4. Utilities - Gas
- 45213 5. Utilities - Other
- 47013-03 6. Publications
- 47513-03 7. Dues
- 43413-03 8. Nurse Service Contract
- 43513-03 9. Instructor Contracts
- 46513-03 10. Printing
- 44413-03 11. Data Support

Total

\$ 2,000.00	\$ 161.49	\$ 1,453.41	72.67%	\$ 161.49
\$ 3,000.00	\$ 180.51	\$ 1,597.86	53.26%	\$ 182.35
\$ 29,000.00	\$ 3,496.99	\$ 18,763.57	64.70%	\$ 4,583.42
\$ 10,000.00	\$ 763.20	\$ 4,099.84	41.00%	\$ 970.48
\$ 5,000.00	\$ 493.16	\$ 5,042.36	100.85%	\$ 493.16
\$ 500.00			0.00%	\$ 100.00
\$ 60,000.00	\$ 8,666.60	\$ 67,807.20	113.01%	\$ 3,915.40
\$ 3,000.00	\$ 419.13	\$ 899.54	29.98%	
\$ 4,000.00	\$ 163.83	\$ 2,615.85	65.40%	

\$ 116,500.00	\$ 14,344.91	\$ 102,279.63	87.79%	\$ 10,406.30
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CAPITAL OUTLAY

- 44813 1. Greenspace
equipment & bldg

COMMODITIES

- 49013-03 1. Office Supplies
- 46613 2. Coffee Supplies
- 46713 3. Bingo Supplies

Total

\$ 3,300.00	\$ 475.86	\$ 2,697.01	81.73%	\$ 279.28
\$ 6,000.00	\$ 1,023.84	\$ 6,096.11	101.60%	\$ 491.74
\$ 5,200.00	\$ 380.25	\$ 2,998.75	57.67%	\$ 372.75

\$ 14,500.00	\$ 1,879.95	\$ 11,791.87		\$ 1,143.77
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SENIOR CITIZENS FUND
2023-2024

OTHER EXPENDITURES

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPEND THRU	PERCENT OF BUDGET	PROPOSED BILLS
	2023-2024	Dec-23	12.31.2023	12.31.2023	12/22 - 1/18
49113-03 1. Program Supplies	\$ 18,000.00	\$ 1,414.32	\$ 13,353.40	74.19%	\$ 952.73
46813 2. Credit Card Fees	\$ 5,000.00	\$ 522.08	\$ 4,889.07	97.78%	\$ 700.41
47213-02 3. Publicity	\$ 2,000.00		\$ 1,915.06	95.75%	
47313-04 4. Program Entertainment	\$ 1,500.00		\$ 950.00	63.33%	
48013 5. Mileage	\$ 500.00		\$ 162.44	32.49%	
50013-04 6. Miscellaneous	\$ 2,000.00	\$ 438.04	\$ 1,116.69	55.83%	
Total	\$ 29,000.00	\$ 2,374.44	\$ 22,386.66		\$ 1,653.14
50513-01 CONTINGENCIES	\$ 40,000.00			0.00%	\$ -

TOTAL ADMINISTRATION

BALANCE 11/30/2023

INCOME FOR SENIOR CITIZENS FUND

30513-01 Real Estate Taxes	\$ 286,850.00		\$ 283,378.28	98.79%	
70513 Interest	\$ 500.00	\$ 2,767.95	\$ 20,855.66	4171.13%	
71413 Membership fees	\$ 70,000.00	\$ 5,785.00	\$ 54,141.00	77.34%	
71313 Program fees	\$ 80,000.00	\$ 7,714.50	\$ 91,180.76	113.98%	
71113 Health Partners	\$ 45,000.00	\$ 5,120.50	\$ 41,019.00	91.15%	
71913 COBT	\$ 40,000.00			0.00%	
71513 Misc Income	\$ 9,000.00	\$ 4,577.65	\$ 15,612.05	173.47%	
71213 Sponsorships	\$ 13,000.00	\$ 800.00	\$ 8,080.00	62.15%	
71713 Grants	\$ 25,000.00	\$ 73.36	\$ 2,236.41	8.95%	
70913 Room Rental	\$ 1,000.00			0.00%	
70813 Donations	\$ 4,000.00		\$ 180.00	4.50%	
71013 Living Memorial Fund	\$ 25,000.00		\$ 59,737.64	238.95%	\$ -
Total	\$ 599,350.00	\$ 26,838.96	\$ 576,420.80	96.17%	\$ -

BALANCE 12/31/2023

\$ 605,111.88