

**NORMAL TOWNSHIP
REGULAR BOARD MEETING MINUTES
THURSDAY, October 19, 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. Land Acknowledgement - Supervisor Jess Ray read a statement acknowledging the ancestral history of the Township land. Trustee Pyne mentioned that Bill Kemp will be at the ARC on Friday, October 27th, to do a presentation on the Kickapoo of Illinois, which supports the Township's indigenous nations partnership effort.

3. Roll Call

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

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Arin Rader	Road Commissioner
Rob Cranston	Assessor

Others Present

Eliccsha Sanders	ARC Member Services Manager
Molly Camper	ARC Director of Programming (via Zoom)
Sammi Scott	ARC Communications Coordinator
Deb Shaw	ARC Member, Advisory Board Member
Steve Kossman	ARC Member, Advisory Board Member
Member of the Community	(via Zoom)

4. Pledge of Allegiance

6. Public Comment

None

7. Approval of August 17, 2023 Regular Meeting Minutes

Motion: Sally Pyne

Second: Arlene Hosea

Discussion:

Trustee Pyne asked Supervisor Ray if there had been any response from legal counsel regarding the ARC name. Supervisor Ray responded that there wasn't anything that the board could do.

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

Nay: None

8. Approval of September 21, 2023 Regular Meeting Minutes

Motion: Sally Pyne

Second: Arlene Hosea

Discussion:

None

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

Nay: None

9. Approval of General Township Expenditures of \$103,738.29 from September 21 - October 18, 2023

Motion: Art Rodriguez

Second: Sally Pyne

Discussion:

None.

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

Nay: None

10. Approval of General Assistance Expenditures of \$14,633.30 from September 21 - October 18, 2023

Motion: Art Rodriguez

Second: Arlene Hosea

Discussion:

None

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

Nay: None

11. Approval of Senior Citizen Fund Expenditures of \$40,607.08 from September 21 - October 18, 2023

Motion: Floyd Aper

Second: Art Rodriguez

Discussion:

None

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

Nay: None

12. Approval of Road and Bridge Fund Expenditures of \$15,046.34 from September 21 - October 18, 2023

Motion: Art Rodriguez

Second: Sally Pyne

Discussion:

Trustee Pyne asked Commissioner Rader how many times per year the \$6,000 payment to the Town of Normal occurs. Supervisor Ray and Commissioner Rader agree that it is 3 or 4 times per year, and that they could verify with Jill (Township bookkeeper) if needed.

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

Nay: None

13. Reports

A. Community Engagement

Trustee Sally Pyne attended a Narcan training via Zoom. Narcan is administered for potential overdoses of opioids. She asked if ARC had Narcan available for use, which Supervisor Ray confirmed they did, as well as the Township building. She also attended a breakfast at WGLT, and mentioned that having a reporter attend and cover monthly Township meetings would be welcomed. She attended the ARC Advisory meeting, Supervisor Ray's presentation for ISU's U-Club, and a meeting for BN Parents. She explained that BN Parents is a community organization focused on talking to youth about avoiding drugs and alcohol. She also reminded everyone that the Mental Health Conference is today.

Trustee Art Rodriguez updated the Board that the House bill for naming the Veteran's Clinic after Andrew Jackson Smith was awaiting a House Speaker to be elected so it could be voted on. He met with Sorenson's office to provide information about veteran's benefits groups and outreach throughout the state, as well as providing aid for utility assistance, specifically. He met with LaHood's office also, and covered the same talking points. He will be working with both offices to ensure there is a veteran representative at upcoming townhall meetings.

Supervisor Jess Ray attended the McLean County ECIAAA Reducing Social Isolation meeting, the ISU Senior Professionals Dialogue and Dessert event with ISU Interim President Dr. Tarhule, and judged at the Sugar Creek Alzheimer's Special Care Center's Chili Cook-Off. Supervisor Ray said this was a fundraiser to end Alzheimer's and that the ARC was represented at the event as well. He also gave a presentation at ISU which allowed him to talk about township, as well as participate in Homecoming Week activities. The presentation was titled, "ISU is at Home in Normal Township."

B. Assessor

Assessor Cranston reported that all appeals have been filed with the county, and that now it is Board review season. He did mention that there were not as many appeals as anticipated. Trustee Aper asked how many appeals were received. Supervisor Ray explained that Trustee Aper could meet with Bookkeeper Jill Schaab after the meeting to review the appeals received.

C. Clerk

Clerk Dayna Schickedanz had nothing to report at this time.

D. Highway Commissioner

Commissioner Arin Rader reported that a bucket truck had been working on cleaning up low hanging branches over roads, partnered with the County Highway department to restripe approximately 4-5 miles of road to increase nighttime visibility, and had cracks filled as preventative maintenance. Trustee Pyne asked if the new building is finishing up inside. Commissioner Rader reported that someone has been building a section to hold signs, putting up drywall, and doors. He also discussed that he made a down payment on a hoop building for salt storage.

E. ARC Staff and Senior Advisory Committee

Notes from Senior Advisory Deb Shaw: No comments, but would like to give time to Steve Kossman. He shared that his experience in working with government has taught him that funding lost is rarely regained. He would like the Board to know that the ARC needs a Director, and does not want the funding to go away. He requests that the Board protect the funds to hire a Director.

Notes from Molly Camper: Over 240 people attended the flu/covid vaccination clinic at the ARC.

Notes from Eliccsha Sanders: Additional members due to change in the season.

Supervisor Ray mentioned that Preston from ARC staff is also working on cleaning up some of the trees around the ARC and the township building. He had received a quote for the work to be done and the work will be moving forward. He let the Board know that ARC staff had applied for an application for a raffle (for a donated quilt) through the county, and they no longer provide raffles to municipalities. However, the quilt could be raffled through the Living Memorial Fund. A member of the Advisory Board has resigned, leaving a vacancy. Linda Spencer has increased caregiver responsibilities and wished to step away at this time.

Trustee Pyne asked Eliccsha if the August membership revenue includes the reported visit total submitted for reimbursement, when you get reimbursed for Silver Sneakers? Eliccsha said no, for insurance-based funds, those reflect the number of people that come in. She submits that and insurers decide what will be accepted or not, because some insurance changes throughout the month and ARC wouldn't know until the end of month. Eliccsha has access to the view the funds that are paid directly, not through insurance-based funds.

F. Supervisor

Jess reported on the GA/EA totals sent in the Board's packet. The GA had 19 requests supported for a total of over \$6,460, and 25 EA had requests supported for a total of \$20,535.81. This was a significant increase in EA cases when compared year over year. Most of these funds went to rent assistance. Jess Ray reported on investments. He started by announcing that the money in the Morton Community Bank has been moved to US Bank. The account was closed and \$129,715.60 was moved to from the Township Fund to the New Building Fund. The reason for the move between banks is anticipated better returns on interest.

Total Investment Funds = \$5,306,023.01

New Building Fund Investments = \$1,126,897.39

General Township Fund Investments = \$1,775,991.15

Road and Bridge Fund Investments = \$1,776,208.55

Senior Center Fund Investments = \$620,980.55

General Assistance Fund Investments = \$605,945.26

Current liquid assets at US Bank - \$282,495.26

Current Township Fund at US Bank = \$155,647.57

Current Road and Bridge Fund at US Bank = \$49,831.62

Current Senior Citizen Fund at US Bank = \$46,831.62

Current General Assistance Fund at US Bank = \$30,111.25

14. New Business

Discussion and Vote on Township 2024 Holiday Schedule

Motion: Arlene Hosea

Second: Sally Pyne

Trustee Pyne asked if there was also a holiday schedule for the ARC, and a separate one for township. Supervisor Ray informed the board that part of the discussion would include whether the two holiday schedules would be combined. Trustee Pyne praised the staff at the ARC, and proposed giving them additional holiday paid days, Monday, December 23rd, and Friday, July 5th.

Motion to Amend: Sally Pyne

Second: Art Rodriguez

Discussion continues with Supervisor Ray explaining that there were days that the township building would be shut down, but ARC would not. Trustee Aper explains that the motion for the amendment is on the floor and must be addressed before moving onto other discussion. Trustee Pyne clarified that the proposed amendment would only apply to the 2024 calendar year, and that each year the week days of holidays move, and are thereby decided upon annually. Supervisor Ray explained that because the ARC is open on Saturdays, giving an additional Friday after having a Thursday holiday would only add one additional day, as opposed to an extended weekend. Trustee Pyne asked the board how everyone else feels about the amendment. Trustee Aper replied that he does not support the closure, because he finds it important to remain open and support the township constituents. Trustee Rodriguez yields time to ARC Senior Advisory member, Deb Shaw. ARC Senior Advisory member Deb Shaw shared that when the ARC is closed, Peace Meal is also closed. Supervisor Ray recognizes time for ARC Senior Advisory member, Steve Kossman. Steve expressed that there are members that say they want more time at the ARC, not less. Members have told him that ARC is lifesaving for them. Trustee Pyne explained that she is looking to close the gaps and create additional, continuous days off for staff so that they may enjoy more time with their families as well. Trustee Aper calls for the question.

Aye: Sally Pyne

Nay: Arlene Hosea, Art Rodriguez, Floyd Aper, Jess Ray

Trustee Aper proposed an amendment on October 14th, 2024 Indigenous Peoples' Day to instead read Indigenous Peoples' Day/Columbus Day.

Motion to Amend: Floyd Aper

Second: Art Rodriguez

Trustee Aper explained that the reasoning behind his proposal was that in the United States there is a tendency to eliminate or cover up our history. He went on to say that historically, Columbus Day has been in place for many years and that politics aside, this is not to replace Indigenous Peoples' Day, but that Indigenous Peoples' Day is eliminating Columbus Day. He explained that it is important to remember, if people so wished, that Columbus Day was a part of history also. Trustee Pyne asked

is the State of Illinois had changed from Columbus Day to Indigenous Peoples' Day. Clerk Schickedanz reviewed the state's governmental website, which verified that the state still celebrates Columbus Day. Trustee Hosea calls for the question.

Aye: Art Rodriguez, Floyd Aper

Nay: Sally Pyne, Arlene Hosea, Jess Ray

Trustee Rodriguez calls for the vote to approve the 2024 Township Holiday schedule, as presented.

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

Nay: None

Clerk Schickedanz clarified that the approved schedule is for only the township, which Supervisor Ray affirmed. Trustee Hosea asked if a separate holiday schedule for the ARC would still be needed. Supervisor Ray agreed that yes, a holiday schedule for the ARC would still be needed.

Discussion and Vote on Township Grant Applications

Motion: Sally Pyne

Second: Art Rodriguez

Sally Pyne kills the motion on the floor after Trustee Aper suggested that each grant application should have their own discussion and vote.

Discussion and Vote on Youth Build Grant Application

Motion: Sally Pyne

Second: Art Rodriguez

Supervisor Ray reminded the board that the total budget for grants was \$70,000, and the total requested across all applications was \$32,000.

Youth Build requested \$10,000 for their Mental Health Support area.

Trustee Aper stated that Youth Build was receiving funds from other state, local, and federal entities. He went on to say he is against taxing citizens for township to give money to charities that township deems worthy. Trustee Pyne stated that the application verbiage states that the applicant should list additional funding sources for the same requested purpose, and that Youth Build may not be receiving additional funds for this specific request. Trustee Aper asked that it be verified. Supervisor Ray asked for clarification, that the current request be verified, or future requests. Trustee Aper responded that it should be future applications.

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

Nay: Floyd Aper

Discussion and Vote on McLean County Museum of History Grant Application

Motion: Art Rodriguez

Second: Sally Pyne

McLean County Museum of History requested \$8,000 for their Cemetery Walk.

Trustee Hosea recused herself from discussion and voting due to her presence on the Board of Directors for the Museum. Trustee Aper noted that the connection between township's mission and the McLean County Museum of History was not clear. He went on to note that the Museum's operating revenue is fulfilling. He continued to thank Trustee Hosea for recusing, and noted that his preference is that no grant funds from township be awarded to entities where board members may serve in any capacity. Trustee Pyne responded by that the grant application requested video production services so that seniors and schools could view the cemetery walk, which she went on to reiterate does support the township's mission. Trustee Rodriguez asked if ARC has the Cemetery Walk set up as an activity members can participate in. Supervisor Ray said that ISU Senior Professionals creates a group to attend, but that he did not think ARC currently did. Trustee Pyne supported the idea of having the cemetery walk available to view on video, because it would reach more members of the community and continue to preserve local history.

Aye: Sally Pyne, Art Rodriguez, Jess Ray

Nay: Floyd Aper

Recused: Arlene Hosea

Discussion and Vote on School Street Food Pantry Grant Application

Motion: Art Rodriguez

Second: Arlene Hosea

School Street Food Pantry requested \$4,000 for culturally responsive foods.

Trustee Aper mentioned that the board is comprised of members of the church, and that there seems to be a connection between the church and the food pantry. He stated that the influence is there, between the church and the food pantry. Trustee Rodriguez stated that the board of the food pantry and the board of the church are independent of each other, that the food pantry is separately incorporated, and it is possible for the board to be impartial. Supervisor Ray asked the board if they would like legal counsel to review. Supervisor Ray explained that legal counsel previously had offered guidance to steer clear of providing grant funding to other municipalities and purely religious affiliated organizations. Trustee Pyne explained that despite the food pantry being connected to the church, she believed the food pantry was an entity of ISU. Supervisor Ray explained it is also not an ISU entity. Trustee Aper explained that in the board of directors, some members are listed as representatives of the church, which calls out the connection. Supervisor Ray asked to table the discussion and vote until legal counsel has had the opportunity to review.

Discussion and Vote on YWCA Grant Application

Motion: Art Rodriguez

Second: Sally Pyne

YWCA requested \$10,000 for their special needs after school and summer camp program.

Trustee Rodriguez noted that previously the YWCA has made a presentation to the board, and requested that they do so again. Supervisor Ray mentioned the board could request that they make another presentation in the future. Trustee Aper suggested instead of giving grant funds, the YMCA could divert budgetary funds of \$20,000 per student to give to their families instead, and they would still be saving money.

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

Nay: Floyd Aper

Discussion of 2023 General Town and Road & Bridge Levies

Supervisor Ray tabled this because he and Commissioner Rader need to discuss the numbers before providing the information to the board.

Discussion of ARC staffing and operations

Motion: Art Rodriguez

Second: Arlene Hosea

Trustee Rodriguez suggested an internal efficiency study be undertaken. Trustee Hosea asked if the current staffing could support doing a study like this. Trustee Aper recommended outlining the parameters for the efficiency study so that assessments are targeted. Trustee Hosea explained her that in her experience with efficiency studies, programmatic and personnel data gathering takes a great deal of time. Supervisor Ray explained how cost analyses would also need to take place congruently. Trustee Rodriguez yielded time to ARC Senior Advisory member, Steve Kossman. He explained the limitations of current data gathering. There was continued discussion about how to measure the success rate of programming. Trustee Aper asked Eliccsha questions regarding the security of the ARC building at closing, and the escalation path for incidents. Trustee Rodriguez explained that he would be looking at creating parameters for an efficiency study. Trustee Hosea clarified again that this would be a programmatic study. Molly Camper mentioned that programming assessments are done on a monthly and quarterly basis. Trustee Aper thanked Molly for such successful programming. Trustee Pyne recommended the board revisit the option of hiring a Director for the ARC.

15. Suggested Items for Next Agenda

Floyd: update flowchart and responsibilities for ARC staff, ARC restructuring plan, setting qualifications/application process/salary range for Director

Sally: Food Pantry Grant, General Township and Road and Bridge Levies, job descriptions/responsibilities for ARC staff

16. Adjournment

Motion: Arlene Hosea

Second: Sally Pyne

Discussion:

None

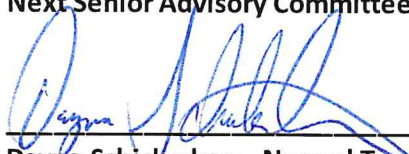
Aye: Jess Ray, Floyd Aper, Sally Pyne, Arlene Hosea, Art Rodriguez

Nay: None

Meeting adjourned at 10:09am.

Next Regular Normal Township Board Meeting: Thursday, November 16, 2023 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, November 2, 2023 – 9:30 AM



Dayna Schickedanz - Normal Township Clerk

11 / 16 / 23
Date