

**NORMAL TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
THURSDAY, February 15, 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** – Trustee Sally Pyne 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	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
Kent DePew	Assessor

***Others Present***

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

**4. Pledge of Allegiance**

**5. Public Comment**

None

**6. Approval of January 18, 2024 Regular Meeting Minutes**

**Motion to Approve as Amended:** Sally Pyne

**Second:** Arlene Hosea

Arin requests that we remove the word “balloon” in the one-year warranty section regarding the new Road and Bridge building.

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez

**Abstain:** Floyd Aper

**Nay:** None

**7. Approval of General Town Expenditures of \$86,814.77 from January 18 – February 14, 2024**

**Motion:** Floyd Aper

**Second:** Sally Pyne

Floyd asks about the line item for Pavlov. Supervisor Ray explains that it is for telephone communications.

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

**8. Approval of General Assistance Expenditures of \$17,541.69 from January 18 – February 14, 2024**

**Motion:** Sally Pyne

**Second:** Floyd Aper

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

**9. Approval of Senior Citizen Fund Expenditures of \$44,779.83 from January 18 – February 14, 2024**

**Motion:** Sally Pyne

**Second:** Floyd Aper

Sally would like a solar fund balance, update on solar payoff. Floyd asks if it's the annual payment. Floyd asked about the Motion Picture Licensing Corp expense, which Jess explained is what allows ARC to show movies. Floyd asked about 2 expenses for Koldaire, which is for coffee supplies.

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

**10. Approval of Road and Bridge Expenditures of \$9,361.40 from January 18 – February 14, 2024**

**Motion:** Sally Pyne

**Second:** Art Rodriguez

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

**11. Reports**

**A. Community Engagement**

Jess – On Jan. 3<sup>rd</sup>, attended East Central IL Area Agency on Aging, McLean County Conversation at the ARC.

Sally – Senior Professionals at ISU series on longevity science and research. There is a cooking seminar coming up as well. HCC new Agricultural building ribbon cutting – programming for clean energy, wind energy, and renewable energy. ISU International Program seminar series on Wednesdays once a month, UN Sustainable Development Goals designed to take on the world's

17 interlinked objectives designed to take on the world's most pressing issues by 2030, and how it ties into ISU. Zoomed into ARC Senior Advisory Committee meeting.

**B. Assessor** – Kent found a part-time person qualified to take on additional work. Mary Cranston suggested memorials for the late Assessor, Rob Cranston: something at the ARC, something with the children's hospital at University of Iowa, something with his work with Rotary Club's Polio Plus program. HCC, Town of Normal, Unit 5 have agreed that apartments' assessments will be set until the next quadrennial. Prior agreement included fewer parcels. The assessor's office does not freeze assessments. Every year the valuation is made and the multiplier is set, then the parcels in the agreement will have to file with the Board of Review to have their assessment held. This applies mostly to Young America and First Site apartments.

**C. Clerk - nothing to report**

**D. Highway Commissioner** – Arin is working with the county highway department on a few projects. Using motor fuel tax money on cover sealing some tar roads, which is done every few years. Trying a new product for Zeibarth Road, called cape seal. It is supposed to hold up better for asphalt roads, as opposed to tar roads. Getting prices together on that for this summer. Arin has a project for Airport Road. The county is doing engineering on sizing for 2 under the road culverts. The pickup truck is getting repaired (est 9-10k), should get back soon.

**E. ARC Staff and Senior Advisory Committee**

**F. Supervisor's Report**

Town of Normal has requested our assistance in outreach and upcoming community engagement for the 5-year consolidated plan. As a result, Township Hall and ARC will be places where citizens can pick up a paper citizen's engagement survey, and a box where they can submit that survey. The Town is also looking to partner with the ARC and attend some events to promote the survey and answer any questions.

The annual TOIRMA review packet is due March 1<sup>st</sup>. Jess and Arin have both reviewed and responded. The packet will be mailed prior to the deadline.

Elected officials will soon receive a reminder to complete the McLean County statement of Economic Interest from the County Clerk's Office.

Jess Ray reported on the Township's investments.

IL Fund Account Portfolio Total – \$4,751,523.58

New Building Fund – \$818,744.16

General Township Fund – \$1,673,125.09

Road and Bridge Fund – \$1,135,792.89

Senior Center Fund – \$577,095.37

General Assistance Fund – \$546,095.37

Current Liquid Assets Total – \$221,931.49  
General Township – \$33,529.00  
Road and Bridge – \$38,448.99  
Senior Center – \$101,442.51  
General Assistance – \$33,529.18

ARC Updates: The search committee for the Director’s position has started their review of candidates and is moving forward. For the Senior Advisory Board, we would like to thank those who have applied for the vacancies.

## 12. Old Business

Recommendation to approve candidates from the Chair and Supervisor Ray on the vacancies for Senior Advisory for the ARC. Laura Bailey for Bloomington and Garth Percy for Normal.

**Motion to approve:** Art Rodriguez

**Second:** Sally Pyne

There were several great candidates who came forward this time.

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

## 13. New Business

**A. Faith in Action** - Tabled because Supervisor Ray believes there was a miscommunication in scheduling.

### **B. Approval of Meeting Dates for Normal Township Fiscal Year 2025 (April 2024 – March 2025)**

**Motion:** Sally Pyne

**Second:** Floyd Aper

Trustee Pyne noted that the annual town meeting needs to be moved to Tuesday, April 9<sup>th</sup>.

The current copy stated April 8<sup>th</sup>.

**Approve as Amended:** Sally Pyne

**Second:** Arlene Hosea

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

### **C. Amending budget for 2023/24 to the presented proposal**

Supervisor Ray provided packets highlighting what changes need to be made to the current budget to allow payments to be made through the end of the fiscal year. Trustee Aper asked if these changes need to be approved, and Supervisor Ray explains that the proposal must sit for 30 days before moving it to the approval process. Supervisor Ray explained each of the changes. On Senior Center credit card expense, Trustee Aper asked why we don’t charge that fee to our members. Trustee Pyne requested that the insurance and accounting services should be bid out.

Trustee Aper asked where the decrease of \$33,000 in the Senior Budget is going. Jess explains it will counter the deficiencies in other lines.

#### **D. Synopsis of proposed changes for 2024/25 Budget**

Supervisor Ray presented proposed changes to the next year's budget. He explained how this document calls out line by line changes and why. Some changes were in verbiage, combination of services or fees, and encapsulation of several lines into a single line. Trustee Rodriguez recommended bidding out website services. Supervisor Ray continued on his line-by-line analysis of changes for the future year.

#### **E. Updates to Township Personnel Manual**

**Motion:** Arlene Hosea

**Second:** Floyd Aper

Motion to Change personnel manual section 2.6 which was changed January 2024

Delete Paid Leave for All Workers Act 2.6

Change Personal Days 2.6 to 2.6.1 and use the original language of 2.6

Create section 2.6.2 Paid Leave for all workers act which includes new language

2.6.1 removing "full time", Kent says change "employers" to "employees" in 2<sup>nd</sup> line of 2<sup>nd</sup> paragraph. In the 3<sup>rd</sup> paragraph, 1<sup>st</sup> line, the word "able" is spelled incorrectly. Sally noted that in the 3<sup>rd</sup> paragraph to change "five days" to "five working days". Floyd said to leave it as "five days". Everyone agreed to leave it as is.

**Approve as Amended:** Floyd Aper

**Second:** Art Rodriguez

**Aye:** Sally Pyne, Arlene Hosea, Art Rodriguez, Floyd Aper

**Nay:** None

#### PERSONAL DAYS 2.6.1

The Township provides full-time employees with fifteen hours of paid personal leave per fiscal year on April 1 of each year. During the first year of employment, employees hired after April 1 will accrue the appropriate pro-rata portion. Personal leave not used on/before March 31 is forfeited. Employees will not receive payment for any unused personal leave. Employees should request approval for the time-off from their manager in advance of the leave. Managers may deny the personal leave request if the request cannot be accommodated.

#### PAID LEAVE FOR ALL WORKERS ACT, 2.6.2

Normal Township part time, hourly employees are eligible for the "Illinois Paid Leave for All Workers Act" or IPLAWA. Employees are eligible for 40 hours of paid leave per 12-month period, which can be used for any reason. Employees accrue paid leave at the rate of one hour for every 40 hours worked. Paid leave hours will begin to accrue on the Act's effective date (January 1, 2024) or the employees' first day of employment, whichever is later. Employees may begin to use their paid leave 90 days following commencement of their employment.

Paid leave will carry over to the next year, but employees are limited to 40 hours of IPLWA paid leave per calendar year. When using IPLWA leave employees will be paid their regular rate of pay. Employees are not required to provide a reason for using IPLWA leave nor are they required to find a replacement to cover their absence when using the leave. IPLWA leave does not pay out upon separation from Normal Township.

Employees are able to determine how much paid leave they use but a minimum of two hours of leave per day must be used when using IPLWA benefits. Employees should give notice as soon as possible for non-foreseeable leave and 5 days advance notice for foreseeable leave.

Denial of IPLWA leave based on operational need. In some limited circumstances it may be denied for operation needs. Example of operational needs that may result in a denial include too many people off on the same day and the need for minimum staffing requirements for operations.

**14. Suggested Items for Next Agenda**

Cranston Memorial

Faith in action – Mike O’Donnell

Update on solar

**15. Adjournment**

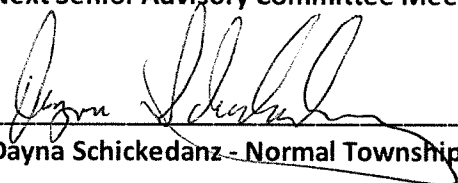
**Motion:** Sally Pyne

**Second:** Art Rodriguez

**Meeting adjourned at 9:52am.**

**Next Regular Normal Township Board Meeting: Thursday, March 21, 2024 – 8:15 AM**

**Next Senior Advisory Committee Meeting: Thursday, March 7, 2024 – 9:30 AM**

  
\_\_\_\_\_  
Dayna Schickedanz - Normal Township Clerk

6 / 6 / 24  
Date

February 15, 2024 Normal Township Board Packet

NORMAL TOWNSHIP  
REGULAR BOARD MEETING AGENDA  
THURSDAY FEBRUARY 15, 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 January 18, 2024, Regular Meeting Minutes
7. Approval of General Township Expenditures from January 18, 2023- February 14, 2024
8. Approval of General Assistance Expenditures from January 18, 2023- February 14, 2024
9. Approval of Senior Citizen Fund Expenditures from January 18, 2023- February 14, 2024
10. Approval of Road & Bridge Fund Expenditures from January 18, 2023- February 14, 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. Action Item - Appointment to Senior Advisory Board (2 Positions)
13. New Business
  - A. Faith in Action Update (Darla Heath/Mike O'Donnell)
  - B. Approval of Normal Township Meeting Dates for FY 2025 (April 2024-March 2025)
  - C. Discussion of Amending the 2023/2024 Budget (FY24)
  - D. Discussion of 2024/2025 Budget (FY25)
  - E. Discussion Item – Updating Township Personnel Manual
  - F. Action Item – Update Township Personnel Manual – Return of 2.6.1 to original Personal Days & Adding 2.6.2 Paid Leave for All Workers Act.
14. Suggested Items for the Next Agenda
15. Adjournment

Next Normal Township Board Meeting: Thursday, March 14, 2024 – 8:15 AM

Next Senior Advisory Committee Meeting: Thursday, March 7, 2024 – 9:30 AM



# Program Report February 2024

## In-Person Programming Highlights

Stop in and relax for an hour on Monday, February 5th at 10:30 AM to Marsha Meiss play the piano.

Join OSF for a Hospice informational presentation on Monday, February 12th at 11:00 AM.

The ARC Enthusiastic Gardeners Club topic for February is house plants. Join them at AB Hatchery on Thursday, February 15th at 11:00 AM.

The Local Interest Speaker series for February is on African American authors. Hear from local authors Carolyn Radford, ("Girls with Curls") Tafara List Brewer, ("The Art of Mastering the Blessed Life," "The Power of Creative Thinking", and "The Blessing Exposed") and Genesis Hall, ("U.G.L.Y.: Uncovering God's Love for You: Stories of Triumph Over Low Self-Esteem and Self Worth") about what inspired them to write and learn more about each of their works.

Join Rita Meland, Music Educator for the Music Enrichment Series on Wednesday, February 21st at 10:30 AM or Tuesday, February 27th at 2:00 PM.

ARC will host a Valentine's Day dance on Friday, February 23rd from 6:00 to 8:00 PM. The cost to attend is \$5 per person. Members may bring one nonmember guest.

The Introducing Mozart program, cancelled in January for weather, was rescheduled for Monday, February 26th at 1:00 PM.

Prudential Advisors will present on Taking Control of Your Taxes on Wednesday, February 7th at 11:00 AM.

The Institute for Financial Education will present New Year, New Rules to Retirement on Thursday, February 15th at 11:00 AM.

Michelle Chow, pickleball expert and ARC member, will host a clinic on understanding basic game strategy on Saturday, February 24th from 8:30 to 10:30 AM. The cost to attend this clinic is \$10. This clinic is for beginner and intermediate players.

Michelle Chow, pickleball expert and ARC member, will host a Drilling for Skills clinic on Saturday, February 24th from 11:00 AM to 1:00 PM. This clinic is for intermediate and advanced players. The cost to attend is \$20.

Carol Boerkel's watercolor class, Make a Sea Turtle in Watercolor, that was cancelled in January due to weather is rescheduled for Tuesday, February 20th from 9:00 AM to 1:30 PM. The cost to attend this class is \$20.

Sharon Garvin will teach a Cricut class on Monday, February 12th at 10:30 AM. Decorate a tea towel with heat transfer vinyl. The cost to attend is \$10.

Fix it Friday, with the Office of Sustainability at Illinois State University and Student volunteers offers basic sewing, mending and clothing repair at no cost on Friday, February 16th from 10:00 AM to 1:00 PM.

Blue Zones Wellness Presentation with ARC Personal Trainer Scott Richardson will take place on Tuesday, February 20th at 11:00 AM. The blue zones are several places around the world researchers identified as regions where people tend to live longer lives. What changes can we make in our own lives to help us live longer and happier lives? The blue zones may point us in the right direction.

Bruce Boeck, a licensed counselor with over 40 years of experience, will host a mental health series starting in February. In the first session he will talk about winter blahs and what we can do to survive until spring. This series will be offered on the 4th Thursday of each month at 10:30 AM. February's presentation will take place on February 22nd at 10:30 AM.

OSF Smart Meals will take place on Thursday, February 22nd at 1:00 PM. Learn about the OSF Smart Meals program and take home a meal kit after the taste-testing class. February's Smart Meals menu item will be Seafood Jambalaya.

Karen and Padriac Shinville will host a food demo on Blue Zone Ingredients on Thursday, February 29th at 1:30 PM. Karen and Padriac are Heartland Community College retirees and are avid gardeners and bakers.

Nancy Norkiewicz will host 2 one day exercise classes in February. Yo Chi Mind, Body, Magic will take place Thursday, February 15th at 5:30 PM. Drumroll will take place Saturday, February 24th at 10:00 AM. The cost to attend each of these classes is \$6.

## **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, February 6<sup>th</sup> at 10 AM (Hybrid)

Great Books: Thursday, February 1<sup>st</sup> at 10:30 AM (Hybrid)

Caregiver Support: CCSI & Alzheimer's Association: Wednesday, February 7<sup>th</sup> from 2-3 PM (Hybrid)

## **Other News**

The Midwest Food Bank distribution days at ARC for January will be February 13<sup>th</sup> & 27<sup>th</sup>.

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 February 2024

### Fundraising

- **Brick by Brick:** Received quote for affixing bricks to wall outside classroom in design created for us by the quilting group - \$3,100. Waiting on approval of quote to get work scheduled.
- **Bingo sponsors:** No update
- **Coffee Sponsors:** The February sponsor is The Loft Rehabilitation & Nursing.
- **Card Tourney Sponsors:** Have secured card tournament prize sponsors for the months of January through September 2024. Still looking for potential sponsors for October - December 2024.
- **ARC Living Memorial Fund 2024:** Green Space - \$30.00, General Support - \$465.00, Fitness Programming - \$0, Classroom Updates - \$0
- **Dine & Donate:** Waiting to hear from Texas Roadhouse to solidify a date for a March dine to donate event. Emailed them 1/17.
- **Giving Tree:** No update

### Constant Contact as of 1/30/24

- 3359 subscribed contacts (up from 3281 in last report), 3363 contacts total (includes a few who asked to resubscribe but haven't confirmed)
- Deleted all those who were unsubscribed and not on any list at this time. and 195 subscribed but not on any list at this time – seems most of these had memberships expire in Dec/Jan so giving them time to potentially renew
- 30-day open rate of 60%
- After email list clean up done in November, monthly bill dropped from \$101.50 to \$77.00 in December and January

### Facebook as of 1/30/24

2,458 followers (up 45 from last report)

Page reach is last 28 days is 6,120, page visits 4,019

Last 90 days post reach of 12.5K down from 14.8K in last report, engagements of 3.2K down from 4.3K in last report

### Other Notes

Had a great presentation and conversation about ARC at LIFE CIL on January 11<sup>th</sup>. The two other presentations that were to be in January were canceled due to winter weather. Will now be speaking at Christian Women's Connection March 19<sup>th</sup> and will look to hear from Calvary Baptist for some time in the fall.

Beginning to plan the 2024 Volunteer of the Year party now. Look for invites to be shared in March and the party will be April 24<sup>th</sup> from 12-1:30 PM.

## February 2024 MSM Report (as of February 1, 2024)

### January 2024 Membership Numbers

- There were 488 memberships scheduled to expire in the month of January, 288 (59%) of those members have renewed their membership.
- There are 303 memberships scheduled to expire in the month of February, so far 59 have renewed.
- In January, we received \$8200 in Membership Revenue.

### January Sunshine Numbers

- 255 Birthday calls were made by the MSR staff in January.
- January had 12 Sympathy and 6 Get Well correspondence sent out.
- We will start keeping a new metric under Sunshine Numbers. It's the number of Birthday Cards sent to Members that are 80 or older. For January, we sent 10 Birthday Cards.

### January Shuttle Van Numbers

- 22 members utilized the Shuttle Van in December 2023.
- 24 members utilized the Shuttle Van in January 2024.
- We had a few days in which the Shuttle Van was not in service due to Inclement Weather changes.

### January Programming Revenue

- In December, we received \$7692.50 in Programming Revenue.
- In January, we received \$11210 in Programming Revenue.

### January Insurance-Based Membership Program Visits

- January reported visit total submitted for reimbursement- N/A
- Silver Sneakers- N/A
- Renew Active- 241
- Silver & Fit- 83
- Active & Fit- 0

**NOTE- There was a glitch at the Tivity website (where we report our Silver Sneakers numbers), therefore the Silver Sneakers and the total reported numbers are not available. Hopefully, I will have those numbers by the start of the Advisory Board Meeting.**

**The 2<sup>nd</sup> page is the Numbers Comparison Sheet**

Member Services Number Comparison Report  
February 2024

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

Shuttle Van Ridership	
	Unduplicated Riders
December	22
January	24

Membership Totals	3529
Paid Member Total	2428
Silver Sneakers Total	869
Renew Active Total	143
Silver & Fit Total	29
Active & Fit	1
Reduced Fee Total	41
Change in Benefits	13
Member Support Person	5

Membership Stats

	December	January
Paid New Members	55	80
New Silver Sneaker	16	24
New Renew Active	1	1
New Silver & Fit	0	1
New Active & Fit	0	0
Visitor Passes	5	2

	December	January
Paid Renewal	139	204
Silver Sneaker Renewals	53	123
Renew Active Renewals	10	9
Silver & Fit Renewals	3	1
Active & Fit Renewals		

Monthly Attendance

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

January						
Week of	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1/1-1/6	CL	454	438	461	246	162
1/8-1/13	510	294	428	427	209	129
1/15-1/20	CL	Inc W	387	405	183	166
1/22-1/27	Inc W	L/S 292	464	469	255	191
1/29-1/31	586	483	488			

\*- Blood Drive, Doors were open.

January had several days of the month with door issues, the numbers presented are less than accurate.

CL= Holiday Closing

Inc W= Inclement Weather

L/S= Late Start

**MEETING DATES FOR NORMAL TOWNSHIP BOARD FISCAL YEAR 2025  
APRIL 1, 2024 to MARCH 31, 2025**

**ALL MONTHLY MEETINGS TO BE HELD AT NORMAL TOWNSHIP HALL  
304 E MULBERRY, NORMAL, IL**

**ANNUAL MEETINGS WILL BE HELD AT ARC (ACTIVITY & RECREATION CENTER)  
600 E WILLOW, NORMAL, IL**

TUESDAY, APRIL 8, 2024	ANNUAL TOWN MEETING	7:00 PM
THURSDAY, APRIL 18, 2024	BUDGET HEARINGS & MONTHLY BOARD MEETING	8:15 AM
THURSDAY, MAY 16, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, JUNE 13, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, JULY 18, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, AUGUST 15, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, SEPTEMBER 19, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, OCTOBER 17, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, NOVEMBER 14, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, DECEMBER 19, 2024	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, JANUARY 16, 2025	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, FEBRUARY 20, 2025	MONTHLY BOARD MEETING	8:15 AM
THURSDAY, MARCH 20, 2025	MONTHLY BOARD MEETING	8:15 AM

Existing

**PERSONAL DAYS 2.6.1**

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Denial of IPLAWA leave based on operational need. In some limited circumstances it may be denied for operation needs. Example of operational needs that may result in a denial include too many people off on the same day and the need for minimum staffing requirements for operations.

Recommendations for vacant Normal Township Senior Advisory Board.

The Township Supervisor and the Chair of the Normal Township Senior Advisor Board recommend the following appointments to the Normal Township Senior Advisory Board.

Laura Bailey to fill the vacant Bloomington April 2023-2026 position

Laura has been site supervisor for Peace Meal in Normal for 15 years and worked at both senior sites. She has worked with the staff at both sites and enjoyed the activities available there and even if not coming to the ARC daily to work, would still be coming for all of the great programs. She is a retired English teacher, a mother, a grandmother, a watercolorist and a volunteer at Home Sweet Home and Carle Hospital. Besides these activities, she goes to the gym five times per week and interacts socially with several groups. She feels that working with the board would be a logical addition to her activities as she is already very involved with ARC and a great enthusiast of the entire concept.

Garth Piercy to fill the vacant Normal April 2024-2027 position

Garth's background includes working with, students & student teachers. His educational background includes, attainment of a BS, MS, & PhD. He taught economics & government when in the classroom. At the end of his full time career he was supervising 5 departments and was responsible for evaluation & budgeting. Since being partially retired he has supervised student teachers and has been a substitute in classrooms in the area. He has observed over the years what a comfortable, welcoming, mentally & physically enriching place the ARC is and he would like to be more involved in the ARC helping more with what goes on and feels that he would like and enjoy being on the board.



General Assistance Fund

Check Register

For the Period From Jan 19, 2024 to Feb 15, 2024

Check #	Date	Payee	Amount
6552	1/31/24	AMEREN ILLINOIS	41.67
6553	1/31/24	TOWN OF NORMAL	66.12
6564	2/6/24	AMEREN ILLINOIS	120.00
6546	1/24/24	AMEREN ILLINOIS	122.00
6565	2/6/24	TOWN OF NORMAL	125.00
6568	2/6/24	Central Private Billings	170.00
6545	1/24/24	CLASS ACT REALTY	300.00
6566	2/6/24	First State Bank	300.00
6554	1/31/24	NICOR GAS	317.21
6559	2/6/24	LANCASTER HEIGHTS	336.00
6557	1/31/24	OXFORD HOUSE VICTUS	400.00
6542	1/24/24	REDBIRD APARTMENT MANAGEMENT	425.00
6543	1/24/24	NORTHMEADOW VILLAGE	425.00
6548	1/25/24	BROOKS PHILLIPS	425.00
6550	1/25/24	PINECREST APARTMENTS	425.00
6551	1/30/24	CLASS ACT REALTY	425.00
6556	1/31/24	Quince Real Estate LLC	425.00
6558	1/31/24	OXFORD HOUSE VICTUS	425.00
6560	2/6/24	TOWN OF NORMAL	425.00
6562	2/6/24	LINCOLN SQUARE APTS	425.00
6563	2/6/24	FIRST SITE	425.00
6541	1/24/24	LANCASTER HEIGHTS	635.58
6567	2/6/24	Central Private Billings	705.00
6544	1/24/24	AMEREN ILLINOIS	791.43
6549	1/25/24	BAYBERRY APARTMENTS	979.00
6547	1/24/24	Central Private Billings	1,162.58
6561	2/6/24	Landings Estates	1,388.25
6555	1/31/24	LYNNA L. BONNELL	1,412.00
online	1/31/24	1.31 payroll	1,913.51
online	2/15/24	2.15 payroll	2,006.34
Total			17,541.69

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**GENERAL ASSISTANCE**  
**2023-2024**

**ADMINISTRATION**

**PERSONNEL**

	BUDGET AMOUNT 2023-2024	AMOUNT SPENT Jan-23	AMOUNT THRU '1.31.2024	PERCENT OF BUDGET	PROPOSED BILLS 1/19/24 - 2/15/24
40221 1. Salaries	\$ 50,000.00	\$ 3,697.02	\$ 37,318.18	74.64%	\$ 3,897.26
40621 2. Health Insurance					
3. Social Security Contribution					
4. Retirement Contribution					
5. Unemployment Insurance	\$ 1,000.00	\$ 20.88	\$ 115.43	11.54%	\$ 22.59

**TOTAL**

\$ 51,000.00	\$ 3,717.90	\$ 37,433.61	73.40%	\$ 3,919.85
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**SERVICES & SUPPLIES**

45521 1. Postage	\$ 1,000.00		\$ 198.00	0.00%	
46521 2. Printing	\$ 500.00				
48021 3. Travel Expenses	\$ 100.00				
47521 4. Dues	\$ 150.00			0.00%	
48521 5. Training	\$ 500.00		\$ 30.00	6.00%	
49021 6. Office Supplies	\$ 500.00			0.00%	
49521 7. Technology	\$ 9,000.00		\$ 7,500.00	83.33%	
50021 8. Miscellaneous Expense	\$ 500.00			0.00%	

**TOTAL**

\$ 12,250.00	\$ -	\$ 7,728.00	63.09%	\$ -
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**TOTAL ADMINISTRATION**

\$ 63,250.00	\$ 3,717.90	\$ 45,161.61	71.40%	\$ 3,919.85
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**HOME RELIEF**

**GENERAL ASSISTANCE**

80722 1. Medical Services	\$ 3,000.00		\$ 2,650.00	88.33%	
81222 2. Catastrophic Medical Premium	\$ 500.00			0.00%	
81322 3. Funeral & Burial Service					
81622 4. Shelter	\$ 90,000.00	\$ 7,742.40	\$ 42,614.55	47.35%	\$ 4,825.00
81522 5. Utilities	\$ 35,000.00	\$ 1,251.60	\$ 11,804.80	33.73%	\$ 1,217.00
81422 6. Fuel	\$ 3,000.00	\$ 74.50	\$ 1,420.07	47.34%	\$ 114.50
81822 7. Grocery	\$ 36,000.00	\$ 2,766.64	\$ 16,776.04	46.60%	\$ 1,923.08
82122 8. Incidentals	\$ 1,000.00		\$ 260.00	26.00%	
50022 9. Misc Home Relief Expense	\$ 5,000.00		\$ 3,643.88	72.88%	

**TOTAL**

\$ 173,500.00	\$ 11,835.14	\$ 79,169.34	45.63%	\$ 8,079.58
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**GENERAL ASSISTANCE**  
**2023-2024**

**EMERGENCY ASSISTANCE**

	BUDGET AMOUNT 2023-2024	AMOUNT SPENT Jan-23	AMOUNT SPENT THRU '1.31.2024	PERCENT OF BUDGET '1.31.2024	PROPOSED BILLS 1/19/24 - 2/15/24
82222 1. Emergency Shelter	\$ 120,000.00	\$ 6,506.58	\$ 83,272.21	69.39%	\$ 4,750.83
82322 2. Emergency Utilities	\$ 60,000.00	\$ 791.43	\$ 35,453.33	59.09%	\$ 791.43
TOTAL	\$ 180,000.00	\$ 7,298.01	\$ 118,725.54		\$ 5,542.26

**OTHER EXPENDITURES**

82422 1. Church Funds	\$ 2,000.00	\$	\$ 600.00	30.00%	
82522 2. John M Scott	\$ 5,000.00			0.00%	

TOTAL

\$ 7,000.00	\$ 7,298.01	\$ 119,325.54	\$ 0.30	\$ 5,542.26
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**CONTINGENCIES**

\$ 20,000.00
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**TOTAL HOME RELIEF**

\$ 380,500.00	\$ 19,133.15	\$ 198,494.88	52.17%
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**TOTAL GENERAL ASSISTANCE**

\$ 443,750.00	\$ 22,851.05	\$ 243,656.49	54.91%	\$ 17,541.69
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**BALANCE 12/31/2023**

**INCOME FOR GENERAL ASSISTANCE FUND**

30521 PROPERTY TAX	\$ 126,100.00	\$	\$ 125,253.69	\$599,001.91	99.33%
70521 INTEREST	\$ 500.00	\$ 2,557.64	\$ 26,801.39		5360.28%
71621 DONATIONS	\$ 2,000.00				
71521 MISC & SS REIMBURSEMENT	\$ 5,000.00	\$ 1,700.00	\$ 9,144.00		182.88%
71721 GRANTS	\$ 500.00	\$	\$ 1,130.49		

TOTAL INCOME

\$ 134,100.00	\$ 4,257.64	\$ 162,329.57	121.05%	\$ -
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**BALANCE 1/31/2024**

**\$580,408.50**

General Town Fund

Check Register

For the Period From Jan 19, 2024 to Feb 15, 2024

Check #	Date	Payee	Amount
10304V	1/31/24	Michelle A. Lee	-62.02
10309	1/31/24	WILLIAM M. DRYER	39.61
10325	2/15/24	Ace Hardware	51.57
10304	1/31/24	Michelle A. Lee	62.02
10314	1/31/24	NATIONWIDE RETIRMEMENT SOLUTION	65.00
10366	2/15/24	NATIONWIDE RETIRMEMENT SOLUTION	65.00
10301	1/31/24	Barbara L. Dallinger	69.92
10362	2/15/24	Orkin	90.00
10365	2/15/24	CIRBN, LLC	101.32
10322	2/15/24	PAVLOV MEDIA	102.96
10305	1/31/24	Michelle A. Lee	123.23
10318	2/15/24	Kone	131.44
10361	2/15/24	Kone	131.44
10356	2/15/24	Patrick M. Howard	154.84
10311	1/31/24	GEORGE A. WILSON	161.23
10328	2/15/24	TOWN OF NORMAL	161.86
10355	2/15/24	WILLIAM M. DRYER	162.04
10333	2/15/24	ARLENE M. HOSEA	181.78
10334	2/15/24	SALLY K. PYNE	181.78
10337	2/15/24	ART RODRIGUEZ	181.78
10312	1/31/24	ADAM RADER	183.53
10331	2/15/24	FLOYD H. APER	192.08
10310	1/31/24	Patrick M. Howard	198.04
10316	2/1/24	REPUBLIC SERVICES	205.75
10347	2/15/24	Barbara L. Dallinger	222.87
10319	2/15/24	BECCA RICE	227.50
10290	1/31/24	DAYNA E. SCHICKEDANZ	237.63
10338	2/15/24	DAYNA E. SCHICKEDANZ	237.63
10358	2/15/24	CHAD W. SORENSEN	244.39
10364	2/15/24	UNIFIRST FIRST AID + SAFETY	248.48
10308	1/31/24	KEITH C. WEATHERSPOON	280.17
10360	2/15/24	KEITH C. WEATHERSPOON	280.17
10317	2/15/24	Ameren Illinois	285.93
10315	2/1/24	FRONTIER	298.74
10357	2/15/24	GEORGE A. WILSON	322.46
10326	2/15/24	MILLER JANITORIAL SUPPLY	325.40
10353	2/15/24	MICHAEL R. TUTTLE	355.40
10321	2/15/24	NICOR GAS	396.83
10350	2/15/24	Michelle A. Lee	396.90
10307	1/31/24	MICHAEL R. TUTTLE	412.75
10329	2/15/24	Watts Copy Systems, Inc	431.04
10363	2/15/24	Securitas Technology Corporation	441.04
10306	1/31/24	DELORES MCGEE	451.47
10303	1/31/24	CHRISTINE S. HOFF	486.13
10294	1/31/24	RANDALL S. KOCH	495.20
10302	1/31/24	DELILAH F. FINNEGAN	529.12
10351	2/15/24	DELORES MCGEE	545.86
10342	2/15/24	RANDALL S. KOCH	589.58
10349	2/15/24	CHRISTINE S. HOFF	624.91
10293	1/31/24	RUBY J. JONES	664.47
10348	2/15/24	DELILAH F. FINNEGAN	711.42
10341	2/15/24	RUBY J. JONES	741.35
10313	1/31/24	DAVID T. MIKULECKY	845.81
10320	2/15/24	Prairie Signs	896.00

Check #	Date	Payee	Amount
10300	1/31/24	JEANNE M. WHITEHILL	918.74
10352	2/15/24	JEANNE M. WHITEHILL	918.74
10354	2/15/24	DAVID T. MIKULECKY	998.60
10327	2/15/24	STABILITY IT SOLUTIONS	1,007.50
10296	1/31/24	LINDA ADAMS	1,083.54
10344	2/15/24	LINDA ADAMS	1,083.54
10330	2/15/24	U.S. BANK	1,089.05
10297	1/31/24	REBECCA RICE	1,344.73
10345	2/15/24	REBECCA RICE	1,344.73
10324	2/15/24	MRR LAW	1,501.00
10299	1/31/24	SAMANTHA SCOTT	1,546.30
10346	2/15/24	SAMANTHA SCOTT	1,546.30
10288	1/31/24	ARIN RADER	1,720.86
10335	2/15/24	ARIN RADER	1,720.86
10291	1/31/24	ELICSSHA M. SANDERS	1,823.64
10339	2/15/24	ELICSSHA M. SANDERS	1,823.64
10295	1/31/24	JILL M. SCHAAB	1,840.14
10343	2/15/24	JILL M. SCHAAB	1,840.14
10292	1/31/24	PRESTON J. HILL	1,894.92
10340	2/15/24	PRESTON J. HILL	1,894.92
10298	1/31/24	MOLLY J. STRAUCH	1,951.74
10359	2/15/24	MOLLY J. STRAUCH	1,951.74
10289	1/31/24	JESS RAY	2,646.99
10336	2/15/24	JESS RAY	2,646.99
10323	2/15/24	Kaisner Masonry LLC	3,100.00
10287	1/31/24	KENT V. DEPEW	3,188.68
10332	2/15/24	KENT V. DEPEW	3,188.68
online	1/31/24	1.31 State W/H payable	1,543.42
online	1/31/24	1.31 Fica, Medi, Fed W/H payable	7,622.49
online	1/31/24	1.31 IMRF payable	4,094.27
online	2/15/24	2.15 State W/H payable	1,659.86
online	2/15/24	2.15 Fica, Medi, Fed W/H payable	8,115.17
			86,814.77

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**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills
	2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24
<b>ADMINISTRATION</b>					
<b>PERSONNEL</b>					
40211-11 1. Salaries	\$ 420,000.00	\$ 28,289.28	\$ 271,447.49	65%	\$ 36,311.08
40311-11 2. Health Insurance	\$ 111,650.00	\$ 7,798.70	\$ 71,898.13	64%	\$ 7,798.70
40611-11 3. Unemployment Contribution	\$ 10,000.00	\$ 301.82	\$ 1,154.11	12%	\$ 310.38
<b>TOTAL</b>	\$ 541,650.00	\$ 36,389.80	\$ 344,499.73	64%	\$ 44,420.16
<b>CONTRACTUAL SERVICES</b>					
44611-11 1. Maint Service-Building	\$ 50,000.00	\$ 12,257.48	\$ 50,753.13	102%	\$ 1,625.12
45111-11 2. Maintenance Service-Equipment	\$ 20,000.00	\$ 1,220.03	\$ 19,081.44	95%	\$ 1,034.79
43111-11 3. Legal Service	\$ 10,000.00	\$	\$ 2,280.00	23%	\$ 1,501.00
43511-11 4. Accounting Service	\$ 1,000.00	\$	\$ 1,000.00	100%	
43411-11 5. Data Processing Service	\$ 5,000.00	\$	\$ 1,814.95	36%	
45511-11 6. Postage	\$ 1,200.00	\$	\$ 594.00	50%	
51011-11 7. Telephone	\$ 3,000.00	\$ 118.96	\$ 2,082.29	69%	\$ 190.93
46011-11 8. Publishing	\$ 1,000.00	\$	\$ 792.96	79%	
47011-11 9. Publications	\$ 1,000.00	\$	\$ 795.00	80%	
46511-11 10. Printing	\$ 1,000.00	\$	\$ 320.00	32%	
47511-11 11. Dues	\$ 2,000.00	\$	\$ 1,219.45	61%	
48011-11 12. Travel	\$ 500.00	\$	\$ 739.57	148%	
48511-11 13. Training	\$ 3,000.00	\$	\$ 2,752.28	92%	
44911-11 14. Utilities	\$ 6,000.00	\$ 559.91	\$ 4,355.93	73%	\$ 844.62
44411-11 15. Web Site Support/Office 365	\$ 8,000.00	\$	\$ 799.24	10%	
<b>TOTAL</b>	\$ 112,700.00	\$ 14,156.38	\$ 89,380.24	79%	\$ 5,196.46

**GENERAL TOWN**

**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
	'2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24

**COMMODITIES**

49011-11	\$ 2,000.00	\$	250.86	13%	
TOTAL	\$ 2,000.00	\$ -	250.86	13%	\$ -

**COMMUNITY AGENCY FUNDING**

53113-11	\$ 70,000.00	\$ 4,000.00	\$ 32,000.00		
TOTAL	\$ 70,000.00	\$ 4,000.00	\$ 32,000.00		

**OTHER EXPENDITURES**

50011-11	\$ 5,000.00	\$ 348.78	\$ 1,935.25	39%	\$ 1,001.08
TOTAL	\$ 5,000.00	\$ 348.78	\$ 1,935.25	39%	\$ 1,001.08

**CAPITAL OUTLAY**

44811-11	\$ 247,000.00	\$ 6,940.41	\$ 19,998.41	8%	3,996.00
45311-11	\$ 5,000.00	\$ 5,064.61	\$ 5,064.61	101%	
45421-11	\$ 275,000.00	\$	\$ 276,562.28	101%	
45411-11	\$ 57,000.00	\$	\$ 47,437.07	83%	
44711-11	\$ -	\$	\$	#DIV/0!	

**TOTAL**

	\$ 584,000.00	\$ 12,005.02	\$ 349,062.37	60%	3,996.00
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**TOTAL ADMINISTRATION**

	\$ 1,315,350.00	\$ 66,899.98	\$ 817,128.45	62%	\$ 54,613.70
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**TOTAL ADMINISTRATION**

	\$	\$ 66,899.98	\$ 817,128.45	\$	\$ 54,613.70
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**GENERAL TOWN**  
**2023-2024**

BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
'2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24

**ASSESSOR**

**PERSONNEL**

40212-12	1. Salaries	\$ 199,500.00	\$ 6,314.34	\$ 128,331.39	64%	\$ 6,314.34
40312-12	2. Health Insurance	\$ 22,000.00	\$	\$ 11,849.22	54%	
40612-12	3. Unemployment Insurance	\$ 1,000.00	\$ 53.66	\$ 196.26	20%	\$ 53.66

**TOTAL**

\$ 222,500.00	\$ 6,368.00	\$ 140,376.87	63%	\$ 6,368.00
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**CONTRACTUAL SERVICES**

1. Maintenance Service Equipment

45112-12	1. Maintenance Service Equipment	\$ 300.00			0%	
45512-12	2. Postage	\$ 650.00	\$	4.78	1%	
46012-12	3. Publishing	\$ 100.00			0%	
46512-12	4. Printing	\$ 250.00			0%	
47512-12	5. Dues	\$ 500.00	\$	50.00	10%	
48012-12	6. Travel	\$ 2,000.00	\$ 118.56	\$ 1,202.48	60%	\$ 227.50
48512-12	7. Training	\$ 3,000.00	\$ 1,165.00	\$ 1,165.00	39%	
47012-12	8. Publications/Maps	\$ 525.00			0%	
43312-12	9. Consultant/Assessor	\$ 10,000.00			0%	
43412-12	10. Computer Consultant	\$ 6,000.00	\$ 303.75	\$ 4,807.84	80%	\$ 403.75
51012-12	11. Telephone	\$ 3,000.00	\$ 298.77	\$ 2,863.90	95%	\$ 298.74
44412-12	12. Website Support	\$ 750.00	\$ 101.32	\$ 303.96	41%	\$ 101.32

**TOTAL**

\$ 27,075.00	\$ 1,987.40	\$ 10,397.96	38%	\$ 1,031.31
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**COMMODITIES**

1. Office Supplies

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

\$ 3,000.00	\$ -	\$ 910.73	30%	\$ 1,031.31
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**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
	'2023-2024	Jan 24	1.31.24	1/19/24 - 2/15/24
OTHER EXPENDITURES				
1. Miscellaneous Charge	\$ 1,000.00	\$ 16.28	2%	
TOTAL	\$ 1,000.00	\$ 16.28	2%	\$ -

50012-12

**CAPITAL OUTLAY - ASSESSOR**

1. Miscellaneous	\$ 900.00		0%	
2. Computer Software	\$ 9,800.00	\$ 9,800.00	103%	
3. Computer Station	\$ 5,500.00		0%	
TOTAL	\$ 15,900.00	\$ 9,800.00	62%	\$ -

45212-12  
45312-12  
45412-12

TOTAL ASSESSOR	\$ 269,475.00	\$ 18,155.40	60%	\$ 7,399.31
CONTINGENCIES	\$ 40,000.00			
TOTAL GENERAL TOWN	\$ 1,624,825.00	\$ 85,055.38	60.23%	

50511-11

**BALANCE AS OF 12.31.2023**

\$ 2,389,433.55

**INCOME FOR GENERAL TOWN FUND**

PROPERTY TAX	\$ 1,474,650.00	\$ 1,464,966.46	99%	
REPLACEMENT TAXES	\$ 50,000.00	\$ 9,252.46	157%	
INTEREST-GT	\$ 5,000.00	\$ 10,458.06	1861%	
ROOM RENTAL	\$ 1,000.00	\$ 400.00	40%	
MISC INCOME	\$ 500.00	\$ 7,405.63	1481%	
BORROWED FUNDS				
TOTAL INCOME	\$ 1,531,150.00	\$ 19,710.52	107%	\$ -

30511-11  
30611-11  
70511-11  
71011-11  
71511-11

**BALANCE AS OF 1.31.2024**

\$ 2,324,088.69

**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT Jan 24	AMOUNT SPENT THRU 1.31.24	PERCENT OF BUDGET	Proposed Bills/Income 1/19/24 - 2/15/24
<b>INSURANCE FUND</b>					
<b>PERSONNEL</b>					
1. Worker's Compensation	\$ 6,000.00	\$ -	\$ 3,751.00	63%	
TOTAL	\$ 6,000.00	\$ -	\$ 3,751.00	63%	\$ -
<b>CONTRACTUAL SERVICES</b>					
1. Liability Insurance	\$ 3,600.00		\$ 2,942.00	82%	
2. General Insurance	\$ 30,000.00		\$ 28,969.60	97%	
TOTAL	\$ 33,600.00	\$ -	\$ 31,911.60	95%	\$ -
<b>CONTINGENCIES</b>	\$ 1,000.00			0%	
<b>TOTAL EXPENSES</b>	\$ 40,600.00	\$ -	\$ 35,662.60	88%	\$ -
<b>BALANCE AS OF 12.31.2023</b>					\$ 32,114.29
<b>INCOME FOR INSURANCE FUND</b>					
PROPERTY TAX	\$ 33,000.00		\$ 32,776.97	99%	
INTEREST INCOME	\$ 50.00	\$ 234.37	\$ 2,085.56	4171%	
TOIRMA DIVIDEND	\$ 3,000.00			0%	
TOTAL INCOME	\$ 36,050.00	\$ 234.37	\$ 34,862.53	97%	
<b>BALANCE AS OF 1.31.2024</b>					\$ 32,348.66

44311-15

44111-15  
44211-15

50511-15

30512-15  
70511-15  
70611-15

**GENERAL TOWN**

**2023-2024**

**SOCIAL SECURITY**

**PERSONNEL**

**FICA Contribution**

40411-16	1. GT Administration	\$ 1,339.73	\$ 13,083.07	59%	\$ 1,379.35
40412-16	2. Assessor	\$ 391.50	\$ 7,956.63	66%	\$ 391.50
40421-16	3. General Assistance	\$ 229.22	\$ 2,313.55	77%	\$ 241.64
40413-16	4. Senior Citizens	\$ 1,976.73	\$ 20,198.11	81%	\$ 1,999.55

**Medicare Contribution**

40451-16	1. GT Administration	\$ 313.32	\$ 3,084.17	56%	\$ 322.59
40452-16	2. Assessor	\$ 91.56	\$ 1,860.88	62%	\$ 91.56
40454-16	3. General Assistance	\$ 53.62	\$ 516.69	65%	\$ 56.52
40453-16	4. Senior Citizens	\$ 462.30	\$ 4,723.74	79%	\$ 467.63

**TOTAL EXPENSES**

\$ 77,300.00 \$ 4,857.98 \$ 53,736.84 70% \$ 4,950.34

**CONTINGENCIES**

\$ 2,000.00 0%

**GRAND TOTAL**

\$ 79,300.00 \$ 4,857.98 \$ 53,736.84 68% \$ 4,950.34

**BALANCE AS OF 12.31.2023**

\$ 99,780.09

**INCOME FOR SOCIAL SECURITY FUND**

30513-16	PROPERTY TAX	\$ 74,528.19	99%
70511-16	INTEREST INCOME	\$ 4,731.33	4731%

**TOTAL INCOME**

\$ 75,100.00 \$ 531.70 \$ 79,259.52

**BALANCE AS OF 1.31.2024**

\$ 95,453.81

**GENERAL TOWN**

**2023-2024**

BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills/Income
'2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24

**IMRF**

**RETIREMENT CONTRIBUTION**

40511-17	1. Administration GT	\$ 823.47	\$ 8,032.75	42%	\$ 721.70
40512-17	2. Assessor	\$ 158.34	\$ 4,465.42	53%	\$ 138.14
40521-17	3. General Assistance	\$ 93.28	\$ 1,022.60	41%	\$ 79.64
40513-17	4. Senior Citizens	\$ 1,128.51	\$ 11,483.65	60%	\$ 990.30

**TOTAL EXPENSES**

\$ 49,000.00 \$ 2,203.60 \$ 25,004.42 51% \$ 1,929.78

**CONTINGENCIES**

\$ 1,000.00 0%

**GRAND TOTAL**

\$ 50,000.00 \$ 2,203.60 \$ 25,004.42 50% \$ 1,929.78

**BALANCE AS OF 12.31.2023**

\$ 88,460.59

**INCOME FOR IMRF FUND**

30514-17	PROPERTY TAX	\$ 54,596.97	99%
70511-17	INTEREST INCOME	\$ 3,475.87	4634%

**TOTAL INCOME**

\$ 55,075.00 \$ 390.62 \$ 58,072.84 105%

**BALANCE AS OF 1.31.2024**

\$ 86,647.61

**GENERAL TOWN**  
**2023-2024**

AUDIT FUND	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed	
					1/19/24 - 2/15/24	Bills/Income
ANNUAL AUDIT	\$ 6,500.00	\$ -	\$ 7,125.00	110%	1.31.24	
TOTAL EXPENSES	\$ 6,500.00	\$ -	\$ 7,125.00	110%		\$ -
BALANCE AS OF 12.31.2023						\$ 1,721.34
INCOME FOR AUDIT FUND						
PROPERTY TAX	\$ 6,500.00	\$ 45.48	\$ 6,423.89	99%		
INTEREST	\$ 5.00	\$ 45.48	\$ 404.57	8091%		
TOTAL INCOME	\$ 6,505.00	\$ 45.48	\$ 6,828.46	105%		
BALANCE AS OF 1.31.2024						\$ 1,766.82
TOTAL EXPENSES GENERAL TOWN & ALL		\$ 92,116.96	\$ 1,100,159.15			
TOTAL INCOME GENERAL TOWN & ALL		\$ 20,912.69	\$ 1,823,181.41			
<b>FOR GENERAL TOWN, INSURANCE, IMRF, SOCIAL SECURITY AND AUDIT</b>						<b>\$ 2,540,305.59</b>
<b>BALANCE AS OF 1/31/2024</b>						

43211-18

30515-18  
70511-18



Road & Bridge Fund

Check Register

For the Period From Jan 19, 2024 to Feb 15, 2024

Check #	Date	Payee	Amount
5125	2/15/24	CORN BELT ELECTRIC CO	21.09
5121	2/15/24	MORRIS AVENUE GARAGE	40.00
5117	2/1/24	TOWN OF NORMAL, WATE	61.43
5118	2/15/24	AMEREN ILLINOIS	68.69
5120	2/15/24	TWP HWY COMMISSIONERS	75.00
5116	2/1/24	REPUBLIC SERVICES #368	88.25
5123	2/15/24	Chad Sorenson	125.76
5124	2/15/24	Frontier	152.95
5119	2/15/24	AMEREN ILLINOIS	226.67
5122	2/15/24	NICOR GAS	405.65
5126	2/15/24	EVERGREEN FS INC.	1,043.39
5127	2/15/24	FASTENAL COMPANY	1,062.06
5128	2/15/24	U.S. BANK	1,604.96
online	1/31/24	1.31 payroll	1,978.84
online	2/15/24	2.15 payroll	2,361.40
Total			9,316.14

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**ROAD & BRIDGE BUDGET**  
**2023-2024**

GENERAL ROAD FUND ADMINISTRATION		BUDGET AMOUNT	AMOUNT SPENT	AMOUNT THRU	PERCENT OF BUDGET	PROPOSED BILLS
		2023-2024	Jan-23	1.31.2024	1.31.2024	1/19/24 - 2/15/24
<b>PERSONNEL</b>						
40231-01	1. Salaries	\$ 75,000.00	\$ 3,296.62	\$ 38,479.42	51%	\$ 3,950.89
40331-01	2. Health Insurance	\$ 8,000.00			0%	
40431-01	3. Social Social Contribution	\$ 5,000.00	\$ 204.39	\$ 2,411.73	48%	\$ 244.95
40731-01	4. Medicare	\$ 1,500.00	\$ 47.82	\$ 564.13	38%	\$ 57.31
40631-01	5. Unemployment Insurance	\$ 1,500.00	\$ 8.79	\$ 135.35	9%	\$ 14.35
40531-01	6. IMRF Retirement Contribution	\$ 2,500.00	\$ 85.19	\$ 989.63	40%	\$ 72.74
<b>TOTAL</b>		\$ 93,500.00	\$ 3,642.81	\$ 42,580.26	46%	\$ 4,340.24
<b>CONTRACTUAL SERVICES</b>						
43131-01	1. Legal Fees	\$ 10,000.00			0%	\$ 678.50
45531-01	2. Postage	\$ 100.00			0%	
51031-01	3. Telephone	\$ 2,000.00	\$ 150.07	\$ 1,788.74	89%	\$ 152.95
46031-01	4. Publishing	\$ 1,000.00		\$ 181.12	18%	
46531-01	5. Printing	\$ 500.00			0%	
47531-01	6. Dues	\$ 200.00		\$ 60.00	30%	\$ 75.00
48031-01	7. Travel	\$ 500.00			0%	
48531-01	8. Training	\$ 100.00		\$ 75.00	75%	
<b>TOTAL</b>		\$ 14,400.00	\$ 150.07	\$ 2,104.86	15%	\$ 906.45
<b>OTHER EXPENDITURES</b>						
50031-01	1. Miscellaneous Expense	\$ 1,000.00			0%	
55031-01	2. Municipal Replacement Tax (RTS)	\$ 22,500.00	\$ 4,354.35	\$ 43,206.64	192%	
55131-01	3. NPDES Permit Fee (Storm Water License)	\$ 1,000.00			0%	\$ -
<b>TOTAL</b>		\$ 24,500.00	\$ 4,354.35	\$ 43,206.64	176%	\$ -
<b>TOTAL ADMINISTRATION</b>		\$ 132,400.00	\$ 8,147.23	\$ 87,891.76		\$ 5,246.69

**ROAD & BRIDGE  
2023-2024**

**MAINTENANCE**

**CONTRACTUAL SERVICES**

	BUDGET AMOUNT '2023-2024	AMOUNT SPENT Jan-23	AMOUNT THRU 1.31.2024	PERCENT OF BUDGET 1.31.2024	PROPOSED BILLS 1/19/24 - 2/15/24
44632-02	\$ 10,077.00	\$ 532.97	\$ 3,997.92	40%	
45132-02	\$ 12,000.00	\$ 5,164.63	\$ 11,212.15	93%	
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	\$ 1,879.07	\$ 4,234.14	106%	\$ 190.00
87032	\$ 3,000.00	\$	\$	0%	
44931-02	\$ 10,000.00	\$ 677.51	\$ 4,295.02	43%	\$ 783.53
51532-01	\$ 3,000.00	\$	\$	0%	
87532	\$ 2,000.00	\$	\$	0%	

**TOTAL**

\$ 83,577.00 \$ 8,254.18 \$ 35,598.13 43% \$ 973.53

**COMMODITIES**

44732-02	\$ 4,000.00	\$	\$	0%	\$ 1,847.15
45232-02	\$ 5,000.00	\$ 1,362.33	\$ 1,726.08	35%	
86632-02	\$ 8,000.00	\$	\$	0%	
86832	\$ 12,000.00	\$	\$	0%	
86732	\$ 6,000.00	\$	\$	0%	
86932	\$ 2,000.00	\$	\$	0%	\$ 205.38
84232-02	\$ 1,000.00	\$	\$	0%	
84532-02	\$ 5,000.00	\$ 1,695.82	\$ 1,695.82	34%	
84032-02	\$ 12,000.00	\$ 179.49	\$ 7,174.49	60%	\$ 1,043.39

**TOTAL**

\$ 55,000.00 \$ 3,237.64 \$ 10,596.39 19% \$ 3,095.92

**OTHER EXPENDITURES**

50032-02	\$ 20,000.00	\$	\$ 235.17	1%	
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		BUDGET		AMOUNT		PERCENT		PROPOSED	
		AMOUNT	AMOUNT	SPENT	SPENT THRU	OF BUDGET	BILLS	1/19/24 - 2/15/24	
		'2023-2024	Jan-23	1.31.2024	1.31.2024				
<b>ROAD &amp; BRIDGE</b>									
<b>2023-2024</b>									
<b>CAPITAL OUTLAY</b>									
87331	1. Road Improvement	\$ 75,000.00		\$ 15,000.00		20%			
87731	2. Equipment Replacement	\$ 50,000.00				0%			
87631	3. Building Design & Site Prep	\$ 400,000.00	\$ 2,310.00	\$ 366,438.27		92%			
	<b>TOTAL</b>	\$ 525,000.00	\$ 2,310.00	\$ 381,438.27		73%	\$ -		
	<b>TOTAL MAINTENANCE</b>	\$ 683,577.00		\$ 427,632.79		63%			
	<b>CONTINGENCIES</b>	\$ 20,000.00				0%			
	<b>TOTAL GENERAL ROAD</b>	\$ 835,977.00	\$ 21,949.05	\$ 515,524.55		62%	\$ 9,316.14		
<b>INSURANCE FUND</b>									
44131-03	1. Liability Insurance	\$ 5,000.00		\$ 2,943.00		59%			
44231-03	2. General Insurance	\$ 5,000.00		\$ 2,858.00		57%			
44431-03	3. Workman's Comp Insurance	\$ 1,500.00		\$ 714.00		48%			
	<b>TOTAL GENERAL INS.</b>	\$ 11,500.00	\$ -	\$ 6,515.00		57%	\$ -		
<b>EQUIPMENT &amp; BUILDING FUND</b>									
45332-02	1. Building Construction	\$ 300,000.00				0%			
45331-02	2. Equipment	\$ 10,000.00				0%			
	<b>TOTAL EQUIP &amp; BLDG</b>	\$ 310,000.00	\$ -	\$ -		0%	\$ -		
<b>AUDIT FUND</b>									
45531-05	1. Accounting Service	\$ 2,200.00		\$ 2,375.00		108%			
	<b>TOTAL AUDIT FUND</b>	\$ 2,200.00	\$ -	\$ 2,375.00		108%	\$ -		
	<b>TOTAL ROAD &amp; BRIDGE</b>	\$ 1,159,677.00	\$ 21,949.05	\$ 524,649.72		45%	\$ 9,316.14		

**ROAD & BRIDGE  
2023-2024**

BUDGET AMOUNT	AMOUNT RECEIVED	AMOUNT REC'D THRU	PERCENT OF BUDGET	PROPOSED BILLS
'2023-2024	Jan-23	1.31.2024	1.31.2024	1/19/24 - 2/15/24

BALANCE 12/31/2023

GENERAL ROAD				\$ 748,383.21
INSURANCE FUND				\$ 7,062.81
EQUIPMENT & BUILDING				\$ 435,529.85
AUDIT FUND				\$ 1,606.97
<b>TOTAL ROAD &amp; BRIDGE</b>				\$ 1,192,582.84

**INCOME FOR ROAD & BRIDGE FUND**

**GENERAL ROAD**

30531-02	PROPERTY TAX	\$ 366,627.00	\$ 372,355.73	102%
30631-02	REPLACEMENT TAX	\$ 45,000.00	\$ 9,172.83	173%
70531-02	INTEREST	\$ 4,000.00	\$ 4,924.00	1166%
71531-02	MISCELLANEOUS	\$ 12,000.00	\$ 13,708.62	

TOTAL

\$ 427,627.00	\$ 14,096.83	\$ 510,376.23	119%	\$ -
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**INSURANCE FUND**

30531-03	PROPERTY TAX	\$ 5,000.00	\$ 5,006.61	100%
70531-03	INTEREST	\$ 50.00	\$ 65.72	1245%
70631	TOIRMA DIVIDEND	\$ 800.00	\$ -	0%

TOTAL

\$ 5,850.00	\$ 65.72	\$ 5,629.35	96%	\$ -
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**EQUIPMENT & BUILDING FUND**

30531-04	PROPERTY TAX	\$ 15,000.00	\$ 14,925.25	100%
70531-04	INTEREST	\$ 300.00	\$ 197.15	623%
71531-04	SALE OF ASSETS	\$ 500.00	\$ -	

TOTAL

\$ 15,800.00	\$ 197.15	\$ 16,793.39	106%	\$ -
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**ROAD & BRIDGE  
2022-2023**

	BUDGET AMOUNT '2023-2024	AMOUNT RECEIVED Jan-23	AMOUNT REC'D THRU 1.31.2024	PERCENT OF BUDGET 1.31.2024	PROPOSED BILLS 1/19/24 - 2/15/24
PROPERTY TAX	\$ 2,200.00	\$ 28.67	\$ 2,172.71	99%	
INTEREST	\$ 20.00	\$ 28.67	\$ 271.79	1359%	
TOTAL	\$ 2,220.00	\$ 28.67	\$ 2,444.50	110%	\$ -
TOTAL INCOME	\$ 451,497.00	\$ 14,388.37	\$ 535,243.47	119%	\$ -

30531-05  
70531-05

**BALANCE 1/31/2024**

GENERAL ROAD	\$ 740,530.99
INSURANCE FUND	\$ 7,128.53
EQUIPMENT & BUILDING	\$ 435,727.00
AUDIT FUND	\$ 1,635.64
<b>GRAND TOTAL ROAD &amp; BRIDGE</b>	<b>\$ 1,185,022.16</b>

Senior Citizens  
 Check Register

For the Period From Jan 19, 2024 to Feb 15, 2024

Check #	Date	Payee	Amount
4325	2/15/24	ANITA L NAFZIGER	48.00
4324	2/15/24	CONNIE STEFL	160.00
4311	2/15/24	Pavlov Media	160.17
4330	2/15/24	Comcast	175.76
4310	2/15/24	QUICKSILVER	182.96
4328	2/15/24	RITA MELAND	200.00
4329	2/15/24	BRAD OLSON	200.00
4326	2/15/24	SUSAN PALMER	216.00
4313	2/15/24	Office Depot	257.33
4320	2/15/24	ADA REDIGER	268.00
4308	2/15/24	MOTION PICTURE LICENSING CORP	290.02
4316	2/15/24	KOLDAIRE EQUIPMENT CO	297.74
4319	2/15/24	MICHAEL MITCHELL	304.00
4307	2/15/24	KOLDAIRE EQUIPMENT CO	324.74
4321	2/15/24	NANCY KOMLANC	360.00
4314	2/15/24	TOWN OF NORMAL	368.86
4318	2/15/24	Connie Dearborn	432.00
4305	1/23/24	Sam's Club	464.27
4323	2/15/24	AMY BROICH	560.00
4312	2/15/24	BALANCE SOLAR FUND I LLC	1,050.00
4309	2/15/24	NICOR GAS	1,178.56
4317	2/15/24	NANCY ANN NORKIEWICZ	1,355.20
4327	2/15/24	Scott Richardson	1,397.50
4315	2/15/24	U.S. BANK	1,907.03
4322	2/15/24	LUCY CROFT	2,056.00
4306	2/15/24	AMEREN IP	4,530.06
online	1/31/24	1.31 payroll	12,438.08
online	2/15/24	2.15 payroll	13,597.55
<b>Total</b>			<b>44,779.83</b>





**SENIOR CITIZENS FUND**

**2023-2024**

**ADMINISTRATION**

**PERSONNEL**

- 1. Salaries
- 2. Unemployment Contribution
- 3. Health Insurance

40213-01  
40613-01  
40313-01

BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPEND THRU	PERCENT OF BUDGET	PROPOSED BILLS
2023-2024	Jan-23	1.31.2024	'1.31.2024	1/19/24 - 2/15/24

\$ 390,000.00 \$ 25,202.33 \$ 265,768.74 68.15% \$ 26,035.63

Total

\$ 390,000.00 \$ 25,202.33 \$ 265,768.74 68.15% \$ 26,035.63

**OPERATIONS**

- 1. Telephone
- 2. Postage
- 3. Utilities - Electric
- 4. Utilities - Gas
- 5. Utilities - Other
- 6. Publications
- 7. Dues
- 8. Nurse Service Contract
- 9. Instructor Contracts
- 10. Printing
- 11. Data Support

51013  
45513-03  
44913  
45113  
45213  
47013-03  
47513-03  
43413-03  
43513-03  
46513-03  
44413-03

\$ 2,000.00	\$ 161.49	\$ 1,614.90	80.75%	\$ 160.17
\$ 3,000.00	\$ 182.35	\$ 1,780.21	59.34%	\$ 182.96
\$ 29,000.00	\$ 4,583.42	\$ 23,346.99	80.51%	\$ 5,580.06
\$ 10,000.00	\$ 970.48	\$ 5,070.32	50.70%	\$ 1,178.56
\$ 5,000.00	\$ 493.16	\$ 5,535.52	110.71%	\$ 368.86
\$ 500.00	\$ 100.00	\$ 100.00	20.00%	
\$ 60,000.00	\$ 3,915.40	\$ 71,722.60	119.54%	\$ 7,356.70
\$ 3,000.00	\$ 899.54	\$ 899.54	29.98%	\$ 119.40
\$ 4,000.00	\$ 175.76	\$ 2,791.61	69.79%	\$ 175.76

Total

\$ 116,500.00 \$ 10,582.06 \$ 112,861.69 96.88% \$ 15,122.47

**CAPITAL OUTLAY**

- 1. Greenspace equipment & bldg

44813

**COMMODITIES**

- 1. Office Supplies
- 2. Coffee Supplies
- 3. Bingo Supplies

49013-03  
46613  
46713

\$ 3,300.00	\$ 364.98	\$ 3,061.99	92.79%	\$ 471.15
\$ 6,000.00	\$ 818.80	\$ 6,914.91	115.25%	\$ 968.68
\$ 5,200.00	\$ 372.75	\$ 3,371.50	64.84%	\$ 187.50

Total

\$ 14,500.00 \$ 1,556.53 \$ 13,348.40 \$ 1,627.33

**SENIOR CITIZENS FUND**  
**2023-2024**

**OTHER EXPENDITURES**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPEND THRU	PERCENT OF BUDGET	PROPOSED BILLS
	2023-2024	Jan-23	'1.31.2024	'1.31.2024	1/19/24 - 2/15/24
49113-03 1. Program Supplies	\$ 18,000.00	\$ 1,582.15	\$ 14,935.55	82.98%	\$ 1,742.89
46813 2. Credit Card Fees	\$ 5,000.00	\$ 700.41	\$ 5,589.48	111.79%	
47213-02 3. Publicity	\$ 2,000.00	\$	\$ 1,915.06	95.75%	
47313-04 4. Program Entertainment	\$ 1,500.00	\$ 950.00	\$ 950.00	63.33%	\$ 200.00
48013 5. Mileage	\$ 500.00	\$ 162.44	\$ 162.44	32.49%	
50013-04 6. Miscellaneous	\$ 2,000.00	\$ 51.51	\$ 1,168.20	58.41%	\$ 51.51
Total	\$ 29,000.00	\$ 2,334.07	\$ 24,720.73		\$ 1,994.40
50513-01 CONTINGENCIES	\$ 40,000.00			0.00%	\$ -
TOTAL ADMINISTRATION	\$ 590,000.00	\$ 39,674.99	\$ 416,699.56	70.63%	\$ 44,779.83

**BALANCE 12/31/2023**

\$ 605,111.88

**INCOME FOR SENIOR CITIZENS FUND**

30513-01 Real Estate Taxes	\$ 286,850.00	\$ 283,378.28	98.79%
70513 Interest	\$ 500.00	\$ 2,671.90	4705.51%
71413 Membership fees	\$ 70,000.00	\$ 8,160.00	89.00%
71313 Program fees	\$ 80,000.00	\$ 10,606.00	127.23%
71113 Health Partners	\$ 45,000.00	\$ 4,816.00	101.86%
71913 COBT	\$ 40,000.00	\$	0.00%
71513 Misc Income	\$ 9,000.00	\$ 146.09	175.09%
71213 Sponsorships	\$ 13,000.00	\$ 940.00	69.38%
71713 Grants	\$ 25,000.00	\$ 11,999.00	56.94%
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	\$ 39,338.99	102.74%

**BALANCE 1/31/2024**

\$ 604,775.88

NORMAL TOWNSHIP SUPERVISOR'S REPORT

Prepared by Jess Ray

February 15, 2024

**Assistance Report:** In January, 30 constituents received General Assistance. The township disbursed \$12,910 in General Assistance funds. 6 Emergency Assistance requests were approved totaling \$6,506.58. that went to rental.

**GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE Feb. 2023 – Jan. 2024**

Month	GA	AMOUNT	EA	AMOUNT
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	\$8,576
24-Jan	30	\$12,910	6	6,506.58
<b>TOTAL</b>	<b>266</b>	<b>\$91,455.24</b>	<b>130</b>	<b>\$112,275.80</b>

**GENERAL ASSISTANCE AND EMERGENCY ASSISTANCE Feb. 2022- Jan. 2023**

Month	GA	AMOUNT	EA	AMOUNT
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	\$6,141.41	9	\$10,690.75
23-Jan	0	0	7	\$4,964.65
<b>TOTAL</b>	<b>172</b>	<b>\$63,141.80</b>	<b>95</b>	<b>\$86,553.29</b>

Recommended Adjustments to the 23/24 Road and Bridge Budget

	Current Budget	Current Expenses	Estimateed Expenses until end	Total	New Budget Recommendation	Difference Between Current and Proposed
Other Expenditures						
Municipial Repalcement Tax (RTS)	22,500	43,206.64	6000	49,206.64	49,500.00	27,000.00
Maintenance Contractual Services						
Maintenance Service - Vehicles	4,000	4,234.14	500	4,734.14	5,000.00	1,000.00
Capital Outlay						
Building Design & Site Prep	400,000,000	366,438.27	0	366,438.27	0	0
Audit Fund						
Accounting Service	2200	2375	0	2375	2500	300
					Total	28300
Recommended taking the 283000 from the following line						
Capital Outlay						
Road Improvovement	75,000	15,000	0	15,000	46,700	-28,300

**GENERAL TOWN**  
**2023-2024**

**ADMINISTRATION**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills
	2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24
<b>PERSONNEL</b>					
40211-11 1. Salaries	\$ 420,000.00	\$ 28,289.28	\$ 271,447.49	65%	\$ 36,311.08
40311-11 2. Health Insurance	\$ 111,650.00	\$ 7,798.70	\$ 71,898.13	64%	\$ 7,798.70
40611-11 3. Unemployment Contribution	\$ 10,000.00	\$ 301.82	\$ 1,154.11	12%	\$ 310.38
<b>TOTAL</b>	\$ 541,650.00	\$ 36,389.80	\$ 344,499.73	64%	\$ 44,420.16
<b>CONTRACTUAL SERVICES</b>					
44611-11 1. Maint Service-Building	\$ 50,000.00	\$ 12,257.48	\$ 50,753.13	102%	\$ 1,625.12
45111-11 2. Maintenance Service-Equipment	\$ 20,000.00	\$ 1,220.03	\$ 19,081.44	95%	\$ 1,034.79
43111-11 3. Legal Service	\$ 10,000.00	\$	\$ 2,280.00	23%	\$ 1,501.00
43511-11 4. Accounting Service	\$ 1,000.00	\$	\$ 1,000.00	100%	
43411-11 5. Data Processing Service	\$ 5,000.00	\$	\$ 1,814.95	36%	
45511-11 6. Postage	\$ 1,200.00	\$	\$ 594.00	50%	
51011-11 7. Telephone	\$ 3,000.00	\$ 118.96	\$ 2,082.29	69%	\$ 190.93
46011-11 8. Publishing	\$ 1,000.00	\$	\$ 792.96	79%	
47011-11 9. Publications	\$ 1,000.00	\$	\$ 795.00	80%	
46511-11 10. Printing	\$ 1,000.00	\$	\$ 320.00	32%	
47511-11 11. Dues	\$ 2,000.00	\$	\$ 1,219.45	61%	
48011-11 12. Travel	\$ 500.00	\$	\$ 739.57	148%	
48511-11 13. Training	\$ 3,000.00	\$	\$ 2,752.28	92%	
44911-11 14. Utilities	\$ 6,000.00	\$ 559.91	\$ 4,355.93	73%	\$ 844.62
44411-11 15. Web Site Support/Office 365	\$ 8,000.00	\$	\$ 799.24	10%	
<b>TOTAL</b>	\$ 112,700.00	\$ 14,156.38	\$ 89,380.24	79%	\$ 5,196.46

**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
	'2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24
<b>COMMODITIES</b>					
49011-11 1. Office Supplies	\$ 2,000.00	\$ -	\$ 250.86	13%	
TOTAL	\$ 2,000.00	\$ -	\$ 250.86	13%	\$ -
<b>COMMUNITY AGENCY FUNDING</b>					
53113-11 1. Grants	\$ 70,000.00	\$ 4,000.00	\$ 32,000.00		
TOTAL	\$ 70,000.00	\$ 4,000.00	\$ 32,000.00		
<b>OTHER EXPENDITURES</b>					
50011-11 1. Miscellaneous Charges	\$ 5,000.00	\$ 348.78	\$ 1,935.25	39%	\$ 1,001.08
TOTAL	\$ 5,000.00	\$ 348.78	\$ 1,935.25	39%	\$ 1,001.08
<b>CAPITAL OUTLAY</b>					
44811-11 1. Building & Equipment	\$ 247,000.00	\$ 6,940.41	\$ 19,998.41	8%	\$ 3,996.00
45311-11 2. Technology	\$ 5,000.00	\$ 5,064.61	\$ 5,064.61	101%	
45421-11 3. ARC Debt Service Exp	\$ 275,000.00	\$ 276,562.28	\$ 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	\$ 12,005.02	\$ 349,062.37	60%	\$ 3,996.00
<b>TOTAL ADMINISTRATION</b>	\$ 1,315,350.00	\$ 66,899.98	\$ 817,128.45	62%	\$ 54,613.70
<b>TOTAL ADMINISTRATION</b>		\$ 66,899.98	\$ 817,128.45		\$ 54,613.70

**GENERAL TOWN**

**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT	PERCENT OF BUDGET	Proposed Bills
'2023-2024	Jan 24	1.31.24	1.31.24	1.31.24	1/19/24 - 2/15/24

**ASSESSOR**

**PERSONNEL**

40212-12	1. Salaries	\$ 199,500.00	\$ 6,314.34	\$ 128,331.39	64%	\$ 6,314.34
40312-12	2. Health Insurance	\$ 22,000.00	\$	\$ 11,849.22	54%	
40612-12	3. Unemployment Insurance	\$ 1,000.00	\$ 53.66	\$ 196.26	20%	\$ 53.66

**TOTAL**

\$ 222,500.00	\$ 6,368.00	\$ 140,376.87	63%	\$ 6,368.00
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**CONTRACTUAL SERVICES**

1. Maintenance Service Equipment

45112-12	1. Maintenance Service Equipment	\$ 300.00			0%	
45512-12	2. Postage	\$ 650.00	\$	4.78	1%	
46012-12	3. Publishing	\$ 100.00			0%	
46512-12	4. Printing	\$ 250.00			0%	
47512-12	5. Dues	\$ 500.00		50.00	10%	227.50
48012-12	6. Travel	\$ 2,000.00	\$ 118.56	\$ 1,202.48	60%	
48512-12	7. Training	\$ 3,000.00	\$ 1,165.00	\$ 1,165.00	39%	
47012-12	8. Publications/Maps	\$ 525.00			0%	
43312-12	9. Consultant/Assessor	\$ 10,000.00			0%	
43412-12	10. Computer Consultant	\$ 6,000.00	\$ 303.75	\$ 4,807.84	80%	\$ 403.75
51012-12	11. Telephone	\$ 3,000.00	\$ 298.77	\$ 2,863.90	95%	\$ 298.74
44412-12	12. Website Support	\$ 750.00	\$ 101.32	\$ 303.96	41%	\$ 101.32

**TOTAL**

\$ 27,075.00	\$ 1,987.40	\$ 10,397.96	38%	\$ 1,031.31
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**COMMODITIES**

1. Office Supplies

\$ 3,000.00	\$	\$ 910.73	30%	
\$ 3,000.00	\$ -	\$ 910.73	30%	\$ 1,031.31

**TOTAL**

\$ 3,000.00	\$ -	\$ 910.73	30%	\$ 1,031.31
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**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT Jan 24	AMOUNT SPENT 1.31.24	PERCENT OF BUDGET 1.31.24	Proposed Bills 1/19/24 - 2/15/24
'2023-2024					

**OTHER EXPENDITURES**

50012-12	1,000.00	\$	16.28	2%	
TOTAL	1,000.00	\$	16.28	2%	\$ -

**CAPITAL OUTLAY - ASSESSOR**

45212-12	900.00			0%	
45312-12	9,500.00	\$	9,800.00	103%	
45412-12	5,500.00			0%	
TOTAL	15,900.00	\$	9,800.00	62%	\$ -

**TOTAL ASSESSOR**

	269,475.00	\$	18,155.40	60%	\$ 7,399.31
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**CONTINGENCIES**

	40,000.00	\$			
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**TOTAL GENERAL TOWN**

	1,624,825.00	\$	85,055.38	60.23%	
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**BALANCE AS OF 12.31.2023**

		\$	2,389,433.55		
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**INCOME FOR GENERAL TOWN FUND**

30511-11	1,474,650.00		1,464,966.46	99%	
30611-11	50,000.00	\$	9,252.46	157%	
70511-11	5,000.00	\$	10,458.06	1861%	
71011-11	1,000.00	\$	400.00	40%	
71511-11	500.00	\$	7,405.63	1481%	
BORROWED FUNDS					

**TOTAL INCOME**

	1,531,150.00	\$	19,710.52	107%	\$ -
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**BALANCE AS OF 1.31.2024**

		\$	2,324,088.69		
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**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT Jan 24	AMOUNT SPENT THRU 1.31.24	PERCENT OF BUDGET	Proposed Bills/Income 1/19/24 - 2/15/24
<b>INSURANCE FUND</b>					
<b>PERSONNEL</b>					
44311-15	\$ 6,000.00	\$ -	\$ 3,751.00	63%	
	\$ 6,000.00	\$ -	\$ 3,751.00	63%	\$ -
<b>CONTRACTUAL SERVICES</b>					
44111-15	\$ 3,600.00		\$ 2,942.00	82%	
44211-15	\$ 30,000.00		\$ 28,969.60	97%	
	\$ 33,600.00	\$ -	\$ 31,911.60	95%	\$ -
<b>CONTINGENCIES</b>					
50511-15	\$ 1,000.00			0%	
	\$ 40,600.00	\$ -	\$ 35,662.60	88%	\$ -
					\$ 32,114.29
<b>INCOME FOR INSURANCE FUND</b>					
30512-15	\$ 33,000.00		\$ 32,776.97	99%	
70511-15	\$ 50.00	\$ 234.37	\$ 2,085.56	4171%	
70611-15	\$ 3,000.00			0%	
	\$ 36,050.00	\$ 234.37	\$ 34,862.53	97%	
					\$ 32,348.66
<b>BALANCE AS OF 1.31.2024</b>					

**GENERAL TOWN**  
**2023-2024**

**SOCIAL SECURITY**

**PERSONNEL**

**FICA Contribution**

40411-16	1. GT Administration	\$	1,339.73	\$	13,083.07	59%	\$	1,379.35
40412-16	2. Assessor	\$	391.50	\$	7,956.63	66%	\$	391.50
40421-16	3. General Assistance	\$	229.22	\$	2,313.55	77%	\$	241.64
40413-16	4. Senior Citizens	\$	1,976.73	\$	20,198.11	81%	\$	1,999.55

**Medicare Contribution**

40451-16	1. GT Administration	\$	313.32	\$	3,084.17	56%	\$	322.59
40452-16	2. Assessor	\$	91.56	\$	1,860.88	62%	\$	91.56
40454-16	3. General Assistance	\$	53.62	\$	516.69	65%	\$	56.52
40453-16	4. Senior Citizens	\$	462.30	\$	4,723.74	79%	\$	467.63

**TOTAL EXPENSES**

\$	77,300.00	\$	4,857.98	\$	53,736.84	70%	\$	4,950.34
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**CONTINGENCIES**

\$	2,000.00					0%		
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**GRAND TOTAL**

\$	79,300.00	\$	4,857.98	\$	53,736.84	68%	\$	4,950.34
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**BALANCE AS OF 12.31.2023**

		\$					\$	99,780.09
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**INCOME FOR SOCIAL SECURITY FUND**

30513-16	PROPERTY TAX	\$		\$	74,528.19	99%		
70511-16	INTEREST INCOME	\$	100.00	\$	4,731.33	4731%		

**TOTAL INCOME**

\$	75,100.00	\$	531.70	\$	79,259.52			
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**BALANCE AS OF 1.31.2024**

		\$					\$	95,453.81
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**GENERAL TOWN**  
**2023-2024**

BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed Bills/Income
2023-2024	Jan 24	1.31.24	1.31.24	1/19/24 - 2/15/24

**IMRF**

**RETIREMENT CONTRIBUTION**

40511-17	1. Administration GT	\$ 19,000.00	\$ 823.47	\$ 8,032.75	42%	\$ 721.70
40512-17	2. Assessor	\$ 8,500.00	\$ 158.34	\$ 4,465.42	53%	\$ 138.14
40521-17	3. General Assistance	\$ 2,500.00	\$ 93.28	\$ 1,022.60	41%	\$ 79.64
40513-17	4. Senior Citizens	\$ 19,000.00	\$ 1,128.51	\$ 11,483.65	60%	\$ 990.30

**TOTAL EXPENSES**

\$ 49,000.00	\$ 2,203.60	\$ 25,004.42	51%	\$ 1,929.78
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**CONTINGENCIES**

\$ 1,000.00			0%	
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**GRAND TOTAL**

\$ 50,000.00	\$ 2,203.60	\$ 25,004.42	50%	\$ 1,929.78
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**BALANCE AS OF 12.31.2023**

\$ 88,460.59
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**INCOME FOR IMRF FUND**

30514-17	PROPERTY TAX	\$ 55,000.00	\$ 54,596.97	99%
70511-17	INTEREST INCOME	\$ 75.00	\$ 3,475.87	4634%

**TOTAL INCOME**

\$ 55,075.00	\$ 390.62	\$ 58,072.84	105%
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**BALANCE AS OF 1.31.2024**

\$ 86,647.61
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**GENERAL TOWN**  
**2023-2024**

	BUDGET AMOUNT	AMOUNT SPENT	AMOUNT SPENT THRU	PERCENT OF BUDGET	Proposed	
					Jan 24	1/19/24 - 2/15/24
<b>AUDIT FUND</b>						
ANNUAL AUDIT	\$ 6,500.00	\$ -	\$ 7,125.00	110%		
TOTAL EXPENSES	\$ 6,500.00	\$ -	\$ 7,125.00	110%	\$ -	
BALANCE AS OF 12.31.2023					\$ 1,721.34	
<b>INCOME FOR AUDIT FUND</b>						
PROPERTY TAX	\$ 6,500.00	\$ 45.48	\$ 6,423.89	99%		
INTEREST	\$ 5.00	\$ 45.48	\$ 404.57	8091%		
TOTAL INCOME	\$ 6,505.00	\$ 45.48	\$ 6,828.46	105%		
BALANCE AS OF 1.31.2024					\$ 1,766.82	
TOTAL EXPENSES GENERAL TOWN & ALL	\$ 92,116.96	\$ 1,100,159.15				
TOTAL INCOME GENERAL TOWN & ALL	\$ 20,912.69	\$ 1,823,181.41				
<b>FOR GENERAL TOWN, INSURANCE, IMRF, SOCIAL SECURITY AND AUDIT</b>						
<b>BALANCE AS OF 1/31/2024</b>					<b>\$ 2,540,305.59</b>	

43211-18

30515-18  
70511-18

Recommended Adjustments to the 23/24 Township General Budget

	Current Budget	Current Expenses	Estimated Expenses until April	Total	New Budget Recommendation	Difference Between Current and Proposed
Contractual Services						
Maint Service - Building	50,000	50,753.13	13000	63,753.13	65,000.00	15,000.00
Maintenance Service Equipment	20,000	19,081.44	2500	21,581.44	22,000.00	2,000.00
Travel	500	739.57	0	739.57	750.00	250.00
Capital Outlay						
Technology	5000	5064.61	0	5064.61	5100	100
ARC Interest Expense	275,000	276,562.28	0	276,562.28	277,000	2,000
Contractual Services						
Telephone	3,000	2863.9	600	3463.9	4000	1,000
Capital Outlay - Assessor						
Computer Software	9,500	9,800	0	9,800	9,800	300
Audit Fund						
Accounting Service	6,500	7125	0	7125	7125	625
					Total Changes	21,275.00
Recommended taking the 21,275 from the following line						
Capital Outlay						
Building & Equipment	247,000	13,058.00	0	13,058.00	225,725	-21,275

BUDGET AND APPROPRIATION ORDINANCE

NORMAL TOWNSHIP GENERAL FUND

ORDINANCE No. 23/24 - 03

An ordinance appropriating for all town purposes for Normal Township, McLean County, Illinois, for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

BE IT ORDAINED by the Board of Trustees of Normal Township, McLean County, Illinois:

**SECTION 1:** That the amounts hereinafter set forth, or so much thereof as necessary to defray all expenses and liabilities of Normal Township, be and the same are hereby appropriated for the town purposes of Normal Township, McLean County, Illinois as hereinafter specified for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

**SECTION 2:** That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds:

	GENERAL TOWN	IMRF	
	GENERAL ASSISTANCE	SOCIAL SECURITY	
	SENIOR CITIZENS	INSURANCE	
	AUDIT		
<b>1</b>	<b>GENERAL TOWN FUND</b>		
	BEGINNING BALANCE	April 1, 2023	\$1,747,787
	REVENUES		
	Property Tax	\$1,474,650	
	Replacement Tax	\$50,000	
	Interest Income	\$5,000	
	Rental Income	\$1,000	
	Misc Income	\$500	
	TOTAL REVENUES:		\$1,531,150
			=====
	TOTAL FUNDS AVAILABLE:		\$3,278,937
			=====
	EXPENDITURES		
1-11	Administration	\$1,313,425	
1-12	Assessor	\$270,775	
	Contingencies	\$40,000	
	TOTAL EXPENDITURES/APPROPRIATIONS:		\$1,624,200
			=====
	ENDING BALANCE	March 31, 2024	\$1,654,737
			=====
1-11	<b>ADMINISTRATION</b>		
	PERSONNEL		
	Salaries	\$420,000	

Health Insurance	\$111,650
Unemployment Insurance	\$10,000

\$541,650

**CONTRACTUAL SERVICES**

Was \$50,000	Maintenance Service-Building	\$65,000
Was \$20,000	Maintenance Service-Equipment	\$22,000
	Accounting Service	\$1,000
	Legal Service	\$10,000
	Data Processing Service	\$5,000
	Postage	\$1,200
	Telephone	\$3,000
	Publishing	\$1,000
	Printing	\$1,000
	Dues	\$2,000
Was \$500	Travel Expenses	\$750
	Training	\$3,000
	Utilities	\$6,000
	Publications	\$1,000
	Web Site Support	\$8,000

\$129,950

**COMMODITIES**

Office Supplies	\$2,000
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\$2,000

**COMMUNITY AGENCY FUNDING**

Grants	\$70,000
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\$70,000

**CAPITAL OUTLAY**

Was 247,000	Buildings & Equipment	\$225,725
Was \$3,000	Technology	\$5,100
Was \$275,000	ARC Debt Service Exp	\$277,000
	ARC Interest Expense	\$57,000

\$564,825

**OTHER EXPENDITURES**

Miscellaneous Expense	\$5,000
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\$5,000

**TOTAL ADMINISTRATION:**

\$1,313,425

**ASSESSOR**

**PERSONNEL**

Salaries	\$199,500
Health Insurance	\$22,000
Unemployment Insurance	\$1,000

\$222,500

**CONTRACTUAL SERVICES**

	Maintenance Service-Equipment	\$300
	Postage	\$650
Was \$3,000	Telephone	\$4,000
	Publishing	\$100
	Printing	\$250
	Dues	\$500
	Travel Expenses	\$2,000
	Training	\$3,000
	Publications/Maps	\$525



	Consultant/Appraisal	\$10,000	
	Computer/Consultant	\$6,000	
	Website Support	\$750	
			\$28,075
	COMMODITIES		
	Office Supplies	\$3,000	
			\$3,000
	CAPITAL OUTLAY		
	Miscellaneous	\$900	
Was \$9,500	Computer software	\$9,800	
	Computer station	\$5,500	
			\$16,200
	OTHER EXPENDITURES		
	Miscellaneous Expense	\$1,000	
			\$1,000
	TOTAL ASSESSOR:		\$270,775
			=====
11	<b>AUDIT FUND</b>		
	BEGINNING BALANCE	April 1, 2023	\$2,013
	REVENUES		
	Property Tax	\$6,500	
	Interest Income	\$5	
	TOTAL REVENUES:		\$6,505
			=====
	TOTAL FUNDS AVAILABLE:		\$8,518
			=====
	EXPENDITURES		
Was \$6,500	Annual Audit	\$7,125	
	TOTAL EXPENDITURES/APPROPRIATIONS:		\$6,500
			=====
	ENDING BALANCE	March 31, 2024	\$2,018
			=====
12	<b>INSURANCE FUND</b>		
	BEGINNING BALANCE	April 1, 2023	\$27,273
			=====
	REVENUES		
	Property Tax	\$33,000	
	Interest Income	\$50	
	Toirma Dividend	\$3,000	
	TOTAL REVENUES:		\$36,050
			=====
	TOTAL FUNDS AVAILABLE:		\$63,323
			=====
	EXPENDITURES		
	PERSONNEL		
	Worker's Compensation	\$6,000	
			\$6,000
	CONTRACTUAL SERVICES		
	Liability Insurance	\$3,600	
	General Insurance	\$30,000	
	CONTINGENCIES	\$1,000	
			<u>\$34,600</u>

		TOTAL EXPENDITURES/APPROPRIATIONS:	\$40,600
			=====
	ENDING BALANCE	March 31, 2024	\$22,723
13	<b>ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)</b>		
	BEGINNING BALANCE	April 1, 2023	\$57,158
			=====
	REVENUES		
	Property Tax		\$55,000
	Interest Income		\$75
	TOTAL REVENUES:		\$55,075
			=====
	TOTAL FUNDS AVAILABLE:		\$112,233
			=====
	EXPENDITURES		
	Retirement Contribution		\$49,000
	Administration GT	\$19,000	
	Assessor	\$8,500	
	General Assistance	\$2,500	
	Senior Citizen	\$19,000	
	CONTINGENCIES	\$1,000	\$1,000
	TOTAL EXPENDITURES/APPROPRIATIONS:		\$50,000
			=====
	ENDING BALANCE	March 31, 2024	\$62,233
			=====
14	<b>SOCIAL SECURITY FUND</b>		
	BEGINNING BALANCE	April 1, 2023	\$74,993
			=====
	REVENUES		
	Property Tax		\$75,000
	Interest Income		\$100
	TOTAL REVENUES:		\$75,100
			=====
	TOTAL FUNDS AVAILABLE:		\$150,093
			=====
	EXPENDITURES		
	FICA Contribution		\$62,000
	G.T. Administration	\$22,000	
	G.T. Assessor	\$12,000	
	General Assistance	\$3,000	
	Senior Citizens	\$25,000	
	Medicare Contributions		\$15,300
	G.T. Administration	\$5,500	
	G.T. Assessor	\$3,000	
	General Assistance	\$800	
	Senior Citizens	\$6,000	
	Contingencies		\$2,000
	TOTAL EXPENDITURES/APPROPRIATIONS:		\$79,300

ENDING BALANCE	March 31, 2024	=====	\$70,793
		=====	

**GENERAL ASSISTANCE FUND**

BEGINNING BALANCE	April 1, 2023	=====	\$676,973
		=====	

REVENUES

Property Tax	\$126,100	
Donations	\$2,000	
Interest Income	\$500	
Misc. & Soc Sec Reimbursement	\$5,000	
Grants	\$500	
TOTAL REVENUES:		\$134,100
		=====

TOTAL FUNDS AVAILABLE:		\$811,073
		=====

EXPENDITURES

23-11 Administration	\$63,250
23-31 Home Relief	\$380,500
Contingencies	\$20,000

TOTAL EXPENDITURES/APPROPRIATIONS:	\$463,750
	=====

ENDING BALANCE	March 31, 2024	=====	\$347,323
		=====	

23-11 ADMINISTRATION  
PERSONNEL

Salaries	\$50,000	
Unemployment Insurance	\$1,000	
		\$51,000

SERVICES & SUPPLIES

Postage	\$1,000	
Printing	\$500	
Travel Expenses	\$100	
Dues	\$150	
Training	\$500	
Office Supplies	\$500	
Technology	\$9,000	
Miscellaneous Expense	\$500	
		\$12,250

TOTAL ADMINISTRATION:	\$63,250
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23-31 HOME RELIEF

GENERAL ASSISTANCE

Medical Services	\$0
Catastrophic Medical Premium	\$3,000
Funeral & Burial Service	\$500
Shelter	\$90,000
Utilities	\$35,000
Fuel	\$3,000
Grocery	\$36,000

Incidentals	\$1,000	
<u>Miscellaneous Expense</u>	<u>\$5,000</u>	\$173,500

EMERGENCY ASSISTANCE		
Emergency Shelter	\$120,000	
<u>Emergency Utilities</u>	<u>\$60,000</u>	\$180,000

OTHER EXPENDITURES		
Church Funds	\$2,000	
<u>John M Scott Funds</u>	<u>\$5,000</u>	\$7,000

Contingencies \$20,000

TOTAL HOME RELIEF: \$380,500

**SENIOR CITIZENS FUND**

BEGINNING BALANCE April 1, 2023 \$397,377  
=====

REVENUES		
Real Estate Taxes	\$286,850	
Interest	\$500	
Membership fees	\$70,000	
Program fees	\$80,000	
Health Partners	\$45,000	
COBT	\$40,000	
Misc Income	\$9,000	
Sponsorships	\$13,000	
Grants	\$25,000	
Room Rental	\$1,000	
Donations	\$4,000	
Living Memorial Fund	\$25,000	
TOTAL REVENUES:		\$599,350
		=====
TOTAL FUNDS AVAILABLE:		\$996,727
		=====

EXPENDITURES

PERSONNEL

Was \$390,000	Salaries	\$365,500	\$365,500
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OPERATIONS

	Telephone	\$2,000	
	Postage	\$3,000	
	Utilities - Electric	\$29,000	
	Utilities - Gas	\$10,000	
Was \$5,000	Utilities - Other	\$6,500	
	Publications	\$0	
	Dues	\$500	
	Nurse Service Contract	\$0	
Was \$60,000	Instructor Contracts	\$87,000	
	Printing	\$3,000	
	Data Support	\$4,000	
			\$145,000

COMMODITIES

	Office Supplies	\$3,300	
Was \$6,000	Coffee Supplies	\$9,000	
	Bingo Supplies	\$5,200	
			\$17,500
	CAPITAL OUTLAY		
	Capital Outlay - Greenspace	\$0	
			\$0
	OTHER EXPENDITURES		
	Program Supplies	\$18,000	
Was \$5,000	Credit Card Fees	\$7,000	
	Publicity	\$2,000	
	Program Entertainment	\$1,500	
	Mileage	\$500	
	Miscellaneous Expense	\$2,000	
			\$31,000
	Contingencies		\$40,000
	TOTAL EXPENDITURES/APPROPRIATIONS:		\$599,000
			=====
ENDING BALANCE	March 31, 2024		\$397,727

SECTION 3: That amount appropriated for town purposes for the fiscal year beginning April 1, 2023 and ending March 31, 2024 by fund shall be as follows:

1	GENERAL TOWN FUND	\$1,624,200
11	AUDIT FUND	\$6,500
12	INSURANCE FUND	\$40,600
13	SOCIAL SECURITY FUND	\$79,300
14	ILLINOIS MUNICIPAL RETIREMENT FUND	\$50,000
	GENERAL ASSISTANCE FUND	\$463,750
	SENIOR CITIZENS FUND	<u>\$599,000</u>
	TOTAL APPROPRIATIONS:	\$2,863,350
		=====

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of the ordinance.

SECTION 5: That each appropriated fund total shall be divided among the

the several objects and purposes specified, and in the particular amounts stated for each fund respectively in Section 2, constituting the total appropriation in the amount of Two Million, Eight Hundred and Sixty-three Thousand, Three Hundred Sixty Three Dollars (\$2,886,350.00) for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

SECTION 6: That Section 3 shall be and is a summary of the annual Appropriation Ordinance of the Township, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget and Appropriation Ordinance shall be filed with the County Clerk within 30 days after adoption.

ADOPTED this 14th day of March 2024 pursuant to a role call vote by the Board of Trustees of Normal Township, McLean County, Illinois

BOARD OF TRUSTEES	AYE	NAY	ABSENT
<u>Jess Ray</u>	-	---	---
<u>Floyd Aper</u>	-	---	---
<u>Arlene Hosea</u>	-	---	---
<u>Sally Pyne</u>	-	---	---
<u>Art Rodriguez</u>	-	---	---

\_\_\_\_\_  
Dayna Schickedanz, Town Clerk

\_\_\_\_\_  
Jess Ray, Supervisor

CERTIFICATION OF BUDGET AND APPROPRIATION ORDINANCE  
NORMAL TOWNSHIP

The undersigned, duly elected, qualified and acting Clerk of Normal Township, McLean County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget and

Appropriation Ordinance of said Township for the fiscal year beginning April 1, 2023 and ending March 31, 2024, as adopted this 14th day of March, 2024 .

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Normal Township, McLean County, Illinois. This certification must be filed within 30 days after the adoption of the Budget and Appropriation Ordinance.

Dated this 14th day of March, 2024

\_\_\_\_\_  
Town Clerk

Filed this \_\_\_\_\_ March, 2024

\_\_\_\_\_  
County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE  
FOR NORMAL TOWNSHIP

The undersigned, Supervisor, Chief Fiscal Officer, of Normal Township, McLean County, Illinois, does hereby certify that the estimate of revenues by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of the said estimate.

This certification is made and filed pursuant to the requirements of 35 ILCS 200/18-50 and on behalf of Normal Township, McLean County, Illinois. This certification must be filed within 30 days after the adoption of the Budget and Appropriation Ordinance.

Dated this 14th day of March, 2024

\_\_\_\_\_  
Supervisor-Chief Fiscal Officer

Filed this \_\_\_\_\_ day of March, 2024

\_\_\_\_\_  
County Clerk

BUDGET AND APPROPRIATION ORDINANCE

ROAD DISTRICT

ORDINANCE NO: Budget 23/24 - 04

An ordinance appropriating for all road purposes for the Normal Township McLean County, Illinois, for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

BE IT ORDAINED by the Board of Trustees of Normal Township, McLean County Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized by law, and as may be needed or deemed necessary to defray all expenses and liabilities of Normal Township Road District, be and the same are hereby appropriated for road purposes of Normal Township Road District, McLean County, Illinois, as hereinafter specified for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

SECTION 2: That the following budget containing an estimate of revenues and expenditures is hereby adopted for the following funds,

GENERAL ROAD INSURANCE  
EQUIPMENT & BUILDING AUDIT

1. GENERAL ROAD FUND

BEGINNING BALANCE	April 1, 2023	\$ 1,254,054.00
REVENUES		
Property Tax-Total	\$ 733,254.00	
Less:Municipal Share	\$ 366,627.00	
Property Tax-Net	\$ 366,627.00	
Replacement Tax	\$ 45,000.00	
Interest Income	\$ 4,000.00	
Miscellaneous Income	\$ 12,000.00	
<hr/>		
TOTAL REVENUES:		\$ 427,627.00
TOTAL FUNDS AVAILABLE:		\$ 1,681,681.00



EXPENDITURES			
1-11	Administration	\$	159,400.00
1-41	Maintenance	\$	656,277.00
	Contingencies	\$	20,000.00

TOTAL EXPENDITURES/APPROPRIATIONS: \$ 835,677.00

ENDING BALANCE March 31, 2024 \$ 846,004.00

1-11 ADMINISTRATION

PERSONNEL

Salaries	\$	75,000.00	
Health Insurance	\$	8,000.00	
Unemployment Insurance	\$	1,500.00	
Social Security Contribution	\$	5,000.00	
Medicare Contribution	\$	1,500.00	
Retirement Contribution	\$	2,500.00	
	\$	-	
			\$ 93,500.00

CONTRACTUAL SERVICES

Legal Service	\$	10,000.00	
Postage	\$	100.00	
Telephone	\$	2,000.00	
Publishing	\$	1,000.00	
Printing	\$	500.00	
Travel Expenses	\$	500.00	
Training	\$	100.00	
Dues	\$	200.00	
		0	
			\$ 14,400.00

OTHER EXPENDITURES

	Miscellaneous Expense	\$	1,000.00	
Was \$22,500	Municipal Replacement Tax	\$	49,500.00	
	NPDES Permit fee	\$	1,000.00	
				\$ 51,500.00

TOTAL ADMINISTRATION: \$ 159,400.00

1-41 MAINTENANCE

CONTRACTUAL SERVICES

	Maintenance Service-Building	\$	10,077.00	
	Maintenance Service-Equipment	\$	12,000.00	
	Maintenance Service-Road	\$	28,500.00	
	Maintenance Service-Snow Removal	\$	8,000.00	
	Maintenance Service-Bridge	\$	3,000.00	
Was \$4,000	Maintenance Service-Vehicles	\$	5,000.00	
	Engineering Service	\$	3,000.00	
	Utilities	\$	10,000.00	

Rentals	\$	3,000.00	
Freight & Hauling	\$	2,000.00	
			\$ 84,577.00

COMMODITIES

Maintenance Supplies-Building	\$	4,000.00	
Maintenance Supplies-Equipment	\$	5,000.00	
Maintenance Supplies-Road	\$	8,000.00	
Maintenance Supplies-Snow Removal	\$	12,000.00	
Maintenance Supplies-Bridge	\$	6,000.00	
Maintenance Supplies-Vehicles	\$	2,000.00	
Operating Supplies	\$	1,000.00	
Small Tools	\$	5,000.00	
Automotive Fuel/Oil	\$	12,000.00	
			\$ 55,000.00

CAPITAL OUTLAY

was \$75,000	1. Road Improvement	\$	46,700.00	
	2. Equipment Replacement	\$	50,000.00	
	3. Building Design and Site Prep	\$	400,000.00	
				\$ 496,700.00

OTHER EXPENDITURES

Miscellaneous Expense	\$	20,000.00	
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TOTAL MAINTENANCE:	\$	656,277.00	
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11 **AUDIT FUND**

BEGINNING BALANCE	April 1, 2023	\$	2,200.00
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REVENUES

Property Tax	\$	2,200.00	
Interest Income	\$	20.00	
TOTAL REVENUES:	\$	2,220.00	

TOTAL FUNDS AVAILABLE:	\$	4,420.00	
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EXPENDITURES

CONTRACTUAL SERVICES

was 2,200	Accounting Service	\$	2,500.00
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TOTAL EXPENDITURES/APPROPRIATIONS:	\$	2,500.00	
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ENDING BALANCE	March 31, 2024	\$	1,920.00
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12

**INSURANCE FUND**

BEGINNING BALANCE	April 1, 2023		\$	8,280.00
REVENUES				
Property Tax		\$	5,000.00	
Interest Income		\$	50.00	
TOIRMA Dividend		\$	800.00	
TOTAL REVENUES:			\$	5,850.00
TOTAL FUNDS AVAILABLE:			\$	14,130.00
EXPENDITURES				
PERSONNEL				
Worker's Compensation		\$	1,500.00	
CONTRACTUAL SERVICES				
Liability Insurance		\$	5,000.00	
General Insurance		\$	5,000.00	
TOTAL EXPENDITURES/APPROPRIATIONS:			\$	11,500.00
ENDING BALANCE	March 31, 2024		\$	2,630.00

27

**EQUIPMENT & BUILDING FUND**

BEGINNING BALANCE	April 1, 2023		\$	412,091.00
REVENUES				
Property Tax		\$	15,000.00	
Interest Income		\$	300.00	
Sale of Assets		\$	500.00	
TOTAL REVENUES:			\$	15,800.00
TOTAL FUNDS AVAILABLE:			\$	427,891.00
EXPENDITURES				
CAPITAL OUTLAY				
Building Construction		\$	300,000.00	
Equipment		\$	10,000.00	
TOTAL EXPENDITURES/APPROPRIATIONS:			\$	310,000.00
ENDING BALANCE	March 31, 2024		\$	117,891.00

SECTION 3: That the amount appropriated for road purposes for the fiscal year beginning April 1, 2023 and ending March 31, 2024 by fund shall be as follows:

1	GENERAL ROAD FUND	\$	835,677.00
11	AUDIT FUND	\$	2,500.00
12	INSURANCE FUND	\$	11,500.00
27	EQUIPMENT & BUILDING FUND	\$	310,000.00
TOTAL APPROPRIATIONS:		\$	1,159,677.00

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

SECTION 5: That each appropriated fund total shall be divided among the several objects and purposes specified, and in particular amounts stated for each fund respectively in Section 2 constituting the total appropriations in the amount of One Million, One Hundred and Fifty Nine Thousand, and Six Hundred and Seventy Seven Dollars (\$1,159,677.00) for the fiscal year beginning April 1, 2023 and ending March 31, 2024.

SECTION 6: That section 3 shall be and is a summary of the annual Appropriation Ordinance of this Road District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

ADOPTED this 14th day of March 2024 pursuant to a roll call vote by the Board of Trustees of Normal Township, McLean County, Illinois.

BOARD OF TRUSTEES

AYE

NAY

_____ Jess Ray _____	-	_____
_____ Floyd Aper _____	-	_____
_____ Arlene Hosea _____	-	_____
_____ Sally Pyne _____	-	_____
_____ Art Rodriguez _____	-	_____

\_\_\_\_\_  
Township Clerk

\_\_\_\_\_  
Chair

CERTIFICATION OF BUDGET & APPROPRIATION ORDINANCE

ROAD DISTRICT

The undersigned, duly elected, qualified and acting Clerk, of Normal Township McLean County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Budget & Appropriation Ordinance of said Road District for the fiscal year beginning April 1, 2023 and ending March 31, 2024, as adopted this 14th day of March 2024.

This certification is made and filed pursuant to the requirement of 35 ILCS 200/18-50 and on behalf of Normal Township Road District, Mc Lean County, Illinois.

This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 14th day of March, 2024.

\_\_\_\_\_  
Town Clerk

Filed this \_\_\_\_\_ day of 2024

\_\_\_\_\_  
County Clerk

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

ROAD DISTRICT

The undersigned, Supervisor, Chief Fiscal officer, of Normal Township, McLean County, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of Public Aid Act 83-881 (35 ILCS 200/18-50) and on behalf of Normal Township Road District, McLean County, Illinois. This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this \_\_\_\_\_ day of March, 2024 .

\_\_\_\_\_  
Supervisor - Chief Fiscal Officer

Filed this \_\_\_\_\_ day of \_\_\_\_\_ 2024

\_\_\_\_\_  
County Clerk

## **Synopsis of the proposed changes to 24/25 Normal Township General Fund**

### **Under Contractual Services**

Increase **Maintenance Service Building** line to \$65,000

Original 23/24 budget line was \$50,000. Estimated expense for 23/24 is \$63,753.13

Unexpected repairs were required for 23/24 related to HVAC system. Adjusting higher to plan for unexpected repairs and rising cost of labor and parts.

Increase **Maintenance Service – Equipment** line to \$22,000

Original 23/24 budget line was \$20,000. Estimated expense for 23/24 is \$21,581.44

Adjusting higher to plan for rising costs.

Rename **Accounting Service** line to **Financial Services** line. Accounting Services line was \$1,000 in the 23/24 budget. Recommend that the new Financial Services line be \$2,000. W-2 and W-9 production is paid out of this line.

Merge the following three lines, **Publishing (\$1000)**, **Publications (\$1000)**, **Printing (\$1000)** into a new line named **Outreach (\$3000)**

Rename **Website Support** line (\$8000) to **Technology** line. Currently the line is used to pay our internet service with CIRBN and to pay our Website Domain Name Service with Pearl. Move/merge the **Technology (\$5000)** line under Capital Outlay to **Technology** under Contractual services. Technology under Capital Outlay is where our contract with Dell is paid. Dell Contract is for Microsoft services. Increase the merged lines from \$13,000 to \$20,000 in order to host the Township website with a service provider.

### **Assessor**

Capitol Outlay

Increase **Computer Software** to \$10,000. In 23/24 budget it was \$9,500. Actual cost was \$9,800.

## **Insurance Fund**

### ***General Insurance***

Increase fund to \$50,000. I spoke with TOIRMA and they are projecting an increase to our cost. 23/24 budget was \$30,000

## **Social Security**

Personnel FICA Contribution (***Senior Citizens*** line)

Recommending an increase of \$2,000 as new position at ARC could increase this line. Line was \$25,000 in 23/24 budget. An increase of \$2,000 would bring it up to \$27,000

Medicare Contribution (***Senior Citizens*** line)

Recommending an increase of \$500 as new position at ARC could increase this line. Line was \$6,000 in 23/24 budget. An increase of \$2,000 would bring it up to \$6,500

## **Audit Fund**

### ***Annual Audit***

Recommending an increase of \$1,000. Line was \$6,500 in 23/24 budget. Actual cost was \$7,125. An increase of \$1,000 would bring it up to \$7,500



## **Synopsis of the proposed changes to 24/25 Senior Citizens Fund**

### **Personnel**

Increase **Salaries** line to \$420,000.

Original 23/24 budget line was \$ 390,000. Doing a increase allows the opportunity to add additional staff if needed or to address compensation issues.

### **Operations**

Rename **Utilities – Other** to **Utilities – Water**. Increase **Utilities – Water** to \$6,500. In 23/24 budget it was \$5,000. Estimated expense for 23/24 is \$6,335.52

Refund **Nurse Service** Contract line. Activate line again with \$2,000. Recommendation by ARC staff to try to restart this service. Was used in the past.

Rename **Printing** line (\$3000) to **Outreach line**. Move/merge the **Publicity** line (\$2000) line under **Other Expenditures** to **Outreach** under **Operations**.

Increase **Instructor Contracts** line. In 23/24 budget it was \$60,000. Estimated expense for 23/24 is \$86,722.60. Recommend that line be \$90,000 for 24/25.

### **Commodities**

Increase **Coffee Supplies** line. In 23/24 budget it was \$6,000. Estimated expense for 23/24 is \$8914.51. Recommend that line be \$9,500 for 24/25.

## **Other Expenditures**

Increase **Credit Card Fees** line. In 23/24 budget it was \$5,000. Estimated expense for 23/24 is \$6,989.48. Recommend that line be \$8,000 for 24/25.

## **Synopsis of the proposed changes to 24/25 Normal Township General Assistance Fund**

### **Personnel**

Increase **Salaries** line to \$70,000.

Original 23/24 budget line was \$ 50,000

We will need to replace staff and have the opportunity to hire a replacement before a retirement. This increase would allow for a training period overlap.

Increase **Travel** line to \$500.

Original 23/24 budget line was \$100

Anticipating the need for more training of staff so a possible increase in travel expenses.

Increase **Training** line to \$1000.

Original 23/24 budget line was \$500

Anticipating the need for more training of staff so a possible increase in travel expenses.

Decrease **Technology** line to \$8,000.

Original 23/24 budget line was \$9000.

Price has dropped as the 23/24 year was for the installation of the Visual GA software. Going forward the annual cost will reduce.

### **Home Relief General Assistance**

Reactivate the **Medical Services** line at \$2000. This is a just in case budget item. Not expecting any expenditures.

### **Other Expenditures**

Remove the John M. Scott line at \$5,000. No longer needed. We have not applied for any John M. Scott grant money.

## **Synopsis of the proposed changes to 24/25 Normal Township Road and Bridge Fund**

### **Personnel**

Increase the **Health Insurance** line to \$20,000.

Original 23/24 budget line was \$8,000

Line does not have enough money to cover a year of coverage for an employee.

### **Other Expenditures**

Increase the **Municipal Replacement Tax (RTS)** line to \$55,000

Original 23/24 budget line was \$ 22,500. Estimated final cost for 23/24 is \$49,206.64

### **Maintenance Contractual Services**

Increase the **Maintenance Service- Equipment** line to \$15,000

Original 23/24 budget line was \$12,000. Estimated final cost for 23/24 is \$11,212.15.

Increase the **Maintenance Service- Vehicles** line to \$6,000

Original 23/24 budget line was \$4,000. Estimated final cost for 23/24 is \$4,734.14.

Recommended Adjustments to the 23/24 Road and Bridge Budget

	Current Budget	Current Expenses	Estimated Expenses until end	Total	New Budget Recommendation	Difference Between Current and Proposed
Other Expenditures						
Municipal Repalcement Tax (RTS)	22,500	43,206.64	6000	49,206.64	49,500.00	27,000.00
Maintenance Contractual Services						
Maintenance Service - Vehicles	4,000	4,234.14	500	4,734.14	5,000.00	1,000.00
Capital Outlay						
Building Design & Site Prep	400,000,000	366,438.27	0	366,438.27	0	0
Audit Fund						
Accounting Service	2200	2375	0	2375	2500	300
					Total	28300
Recommended taking the 283000 from the following line						
Capital Outlay						
Road Improvovement	75,000	15,000	0	15,000	46,700	-28,300

Recommended Adjustments to the 23/24 Senior Center General Budget

	Current Budget	Current Expenses	Estimated Expenses until April	Total	New Budget Recommendation	Difference Between Current and Proposed
<b>Contractual Services</b>						
Utilities - Other	5,000	5,535.52		800 6,335.52	6,500.00	1,500.00
Instructor Contracts	60,000	71,722.60		15,000 86,722.60	87,000.00	27,000.00
<b>Commodities</b>						
Coffee Suplies	6,000	6,914.91		2,000 8,914.91	9,000.00	3,000.00
<b>Other Expenditures</b>						
Credit Card Fees	5,000	5589.48		1400 6989.48	7000	2,000
					Total	33,500
Recommended taking the \$30,500 from the following line						
Personnel						
Salaries	390,000	265,768.74		55,000.00 320,768.74	356,500	-33,500

Recommended Adjustments to the 23/24 Township General Budget

	Current Budget	Current Expenses	Estimated Expenses until April	Total	New Budget Recommendation	Difference Between Current and Proposed
<b>Contractual Services</b>						
Maint Service - Building	50,000	50,753.13	13000	63,753.13	65,000.00	15,000.00
Maintenance Service Equipment	20,000	19,081.44	2500	21,581.44	22,000.00	2,000.00
Travel	500	739.57	0	739.57	750.00	250.00
<b>Capital Outlay</b>						
Technology	5000	5064.61	0	5064.61	5100	100
ARC Debt Service Exp	275,000	276,562.28	0	276,562.28	277,000	2,000
<b>Contractual Services</b>						
Telephone	3,000	2863.9	600	3463.9	4000	1,000
<b>Capital Outlay - Assessor</b>						
Computer Software	9,500	9,800	0	9,800	9,800	300
<b>Audit Fund</b>						
Accounting Service	6,500	7125	0	7125	7125	625
					Total Changes	21,275.00
<b>Recommended taking the 21,275 from the following line</b>						
Capital Outlay						
Building & Equipment	247,000	13,058.00	0	13,058.00	225,725	-21,275