

Normal Township
REGULAR BOARD MEETING MINUTES
THURSDAY, February 19, 2026 AT 6:00 PM
304 E. MULBERRY, NORMAL, IL

1. **Call to Order** - The meeting was called to order at 6:01 pm by Township Supervisor Krystle Able

2. **Land Acknowledgement** – Supervisor Krystle Able read a statement acknowledging the ancestral history of the Township land. *The land that Normal Township encompasses is on the ancestral land and traditional territory of many Native nations, including the Peoria, the Sioux, the Kaskaskia, the Kickapoo, and the Miami. These nations were forced west from this area in the 1930s. Normal Township Board acknowledges that This land continues to carry the stories of these nations and their struggles for survival and identity and is committed to work towards building relationships with Native Americans in the community through its services.*

3. **Roll Call**

Trustee Tanner Starr	Present
Trustee Natasha Syed	Present
Trustee Dylan Hile-Broad	Present
Trustee Jodie Slothower	Present
Supervisor Krystle Able	Present

Additional Elected Township Officials Present

Dayna Schickedanz	Clerk
Arin Rader	Road Commissioner
Kent DePew	Assessor

Others Present

Elicsha Sanders	ARC Member Services Manager
Sammi Scott	ARC Communications Coordinator (via Zoom)
Art Rodriguez	Resident
Tori Lomelino	Township GA/EA

4. **Pledge of Allegiance**

5. **Public Comment** – Resident and veteran advocate Art Rodriguez came to speak. about McLean County Veterans Assistance Commission. The Military Veterans Assistance Act - When a veteran comes in, they have a food bank that they can use twice a month for steaks and chicken, bread and fish, a lot of protein in there. The other thing they offer assistance with the utilities. Now, this act specifically says veterans and their families. A lot of veterans won't walk in because they feel a little bit of a shame. They or their spouses can get the

utility assistance, whether it's the phone or the gas or electric. One thing we're expanding on is we're now covering 100% of the rents or the fridge.

You've all heard about veteran suicides, what's happened in the nation. Everybody says 17, 22. It's a false figure. Duke University came out with a study, and I'm just going to tell you, there's 120 suicides a day, 44 are veterans. So, it's about a third. We in this county have had zero for two years. So, the reason why is we need to reach out. If somebody has a distress going into a dark area, everybody should have my phone number. Call me. Next year we're hoping to offer mental health for non-combat veterans and their spouses where we haven't been combat veterans and their spouses.

6. Consent Agenda

- a. Approve Minutes of the December 18, 2025 Meeting**
- b. Approve Minutes from Jan 6th Special Meeting with Managers**
- c. Approve Minutes from Jan 22nd Regular Board Meeting**
- d. Approve General Town Expenditures**
- e. Approve Road and Bridge Expenditures**
- f. Approve Senior Fund Expenditures**
- g. Approve General Assistance Expenditures**

MOTION TO APPROVE: Natasha

SECOND: DYLAN

Discussion: None

Approved by ALL

7. ARC Managers Report - Elicssha Sanders

Programming going pretty well. We got a Dine and Donate coming up soon. So, I hope you guys will be able to come out for that. Membership numbers going steadily up. We are over 4,000 members right now and steady climbing. We got our pool tables refinished last week. So those guys are shooting it up over in the billiards room. We had a staff meeting over the weekend, was able to come together and get some things taken care of, including introducing our new time clock. Shout out to Colin for creating that. And it's like any other new thing, but we're working right through it. And it's doing what we need it to do, which is absolutely great.

We also are in the middle of interviews for our manager assistant position. So just finished up the phone interviews. The management team is going to get together tomorrow. Go over that and pick our candidates that we want to come in for in-person interviews. And then you'll also notice in the packet, I did a year-end number for member services. So how much money we took in for membership, how much money we took in from the insurance programs. I want to give a shout out to my MSR, Chris Hoff. If you read in there, she called all the members that did not have an email address on file that was expiring and got a significant amount of money in just by those calls. So, she did a great job this year helping us improve our membership.

Krystle added the following comments regarding the ARC:

We recently got our sixth or seventh roof leak, I think, just since we've taken office. We asked Kelly Construction to do a more comprehensive inspection of the roof. And they have determined that we need the roof to be completely resealed. Their estimate was that that would cost \$180,000. And the township statute says anything over \$30,000 has to go out to bid. We are going to be working through that within the next budget and trying to figure out where we're going to land.

We also know that there is a really bad rust problem happening all the way around the arc building and the siding from about two feet from the ground. There's a lot of rust. We have a lot of birds and things living behind the siding, and it's causing some mess and destruction. So that is something else we will need to look at that I have no idea how much it will cost. It's a two-story building. siding goes top to bottom I imagine it would be very expensive to replace it but during the finance committee meeting that we had on Tuesday night Rick Phillips mentioned that we might want to hire an architect to come and give us a design and an estimate on how much it would cost to actually cut out all that metal siding from two feet from the ground and brick it instead and have kind of like a mixed media thing going on for the exterior of the ARC that would probably look nice and also prevent this rust issue from continuing to happen since it's mostly caused by salt, snow being pushed up against the building. That's just kind of what happens in the area that we live in, unfortunately. So those are some big things that we'll need to investigate. here in the spring when we're thinking about the budget and some of the big capital improvement plans that we need to get completed. I just wanted to put that on everyone's radar and let you know that we're looking at that. Putting a project out to bid is kind of complicated, and none of us have done that before, I'm assuming. Aaron has. Aaron's going to be our right-hand guy on doing that. County facilities manager is willing to kind of walk me through that process as well for big capital improvement plans that we've done over there. The statute does say we have to go with the lowest responsible bidder. What a responsible bidder is kind of up to us and it's not defined in statute. When I was on the county board, we passed our own ordinance defining what a responsible bidder is.

So that's something we'll also have to be. considering pretty soon if we do want to define that for ourselves as township and what we would want that to say and you do have to have there's a very short period of time to publish it in the newspaper collect the bids and then they all have to be unsealed at once in a public meeting and you have to choose right then and there who's going to get the contract and they have to be issued the contract I think within 15 days is what I read in the statute so it's something thing that when we decide we're going to do it, we have to do it now, you know, so we need to be very prepared in advance for that. We can't, you know, put it out to bid and then say, oh, we'll think about it for six months, maybe next year. Once we start that process, we have to finish it.

8. Highway Commissioner Report - Arin Rader

Arin had county sheriff's department patrolling the roads for weight limits, and especially on Raab and Northtown roads, which are the heavier used roads, a lot of trucks they've been pulling over. Usually, they don't aren't repeat offenders if they get pulled over so we're trying to keep the heavy trucks off the roads while the ground thaws out. It heaves

with freezes and then kind of laid back down when it thaws out, and that's when it's the most vulnerable.

But because it's been so dry, there wasn't a whole lot of that this year, and so we're going to lift the limits on Monday. So, they're in pretty good shape, and usually you can see the water coming through the cracks of the roads.

Also, I've been working with the highway department on seal coating a couple of my roads, about four miles. We're looking at using a different type of rock so he's getting numbers on that but I've got a pretty good amount of money in my motor fuel tax funds which the county collects and then I use for projects like this. I will have to budget some more for the remainder of what we need for that so but just figuring out those numbers and we've been trying to group several projects together to try to get cost cut on that stuff.

9. Assessor Report- Kent Depew

We're pretty active in taking some residential photos we have over 12,000 residential properties to go out, take a photo process, then flop down with naming the photo, because you have to take it, name it, and you have to remember to name it to the correct house as a photo you match, match the parcel you're attaching the photo to. And then there's the attaching process. We've taken about 1,300 photos, so we're probably a little over 10% in about a week time frame. I don't anticipate us finishing all 12,000 this year. For the most part, most of our residential properties have 2019 photos. We have a quad year coming up next year. It's probably pretty good when you update the photos.

10. Clerk Report- Dayna Schickedanz

Nothing new to report.

11. General Assistance Case Manager Report - Tori Lomelino/Krystle Able

Something we've been seeing a lot lately, just this whole year that I wasn't seeing my first couple months here is rent. People are behind so great that our assistance is just a drop in the bucket. I don't know what changed, I wasn't seeing this as often you know in Aug-Dec, but ever since January, people are coming to us and are four to six thousand dollars behind in rent. At that point I'm at a loss because the landlord's not going to agree not to evict. I know they try mid central community action; they do a first month deposit programs. I think most of these people are going to cut their losses and try to find somewhere else to go, which is scary there's nowhere else.

We've been able to lessen our amount of GA clients quite a bit. You see here that she served 17 in January. So, we're still averaging between 17 and probably 23 a month, whereas the previous year they were up to in the 40s. for the clients that they were serving. So, we've gotten a lot better with intake, making sure that people actually qualify for the assistance we're giving them, and being more diligent in, you know, telling them, you have to get jobs. You can't do this forever. And Tori's been really helping a lot of people with their job search and trying to find other resources for them, following up with IDHS. to make sure that they really do qualify.

One of the things that we talked about and we never got started is a committee for general assistance. Let's get that started.

There's a group of women who are calling themselves normal women rising. And there's about 60 of them who are going to start meeting here actually once a month because they ran out of space in their house.

And their whole mission is to just help the community. And so, they started out by infiltrating all of the Facebook groups that are buy nothing groups or assistance type groups. And they would see people who were asking for help with things. And if that need wasn't met within 24 hours, they would contact that person and get more information from them and ask if the need was met. And they started with focusing on baby formula. And the women in this group then would all pitch in a couple bucks and pull their resources together and go buy whatever that person needed. And so, I met with them a week or two ago over at the coffee house the two people that are leading the group because I was like your mission is kind of like what township does you know so how can we maybe collaborate because we don't have a huge budget but we could use 60 volunteers for some stuff and so they're interested in taking over the hygiene pantry and making sure that that's always stocked they want to have uh they want to manage a clothing drive for the interview clothing closet and they said, you know, we will take care of all the donations. We'll sort it all. We'll wash all the clothing, anything that's not usable. We will figure out how to donate that somewhere else so you don't have to store it.

And so, they're looking for, how much more can we help? They have people, you know, interested in doing some raised garden beds so in the summer we can send each of our clients home with a bag of produce after their redeterminations. And the group just keeps growing. And it's women from just this area. not just normal, but they call themselves normal women rising.

And I did let them know that we can only serve people that live in normal township, you know, but we're not checking IDs of people that are coming in for the hygiene pantry. You know, if someone needs some deodorant, I'm not going to tell them, no, that's not done with township funds. It's all through donations. So, you know, I'm just, we're not going to check IDs for stuff like that. So, but that's a new partnership. They're going to meet here February 26th. at 6 o'clock, I believe, to brainstorm some more about what other projects some of their members might be interested in doing.

February 26th at 6 p

Adam, our intake specialist. is going to go to the GATI training, the General Assistance Training Institute, so that he can get more knowledge and experience in case management since Tori's taking on the extra responsibilities of helping with bookkeeping. So, he'll be attending that and be able to help out more with some case management stuff, especially. now that our client list has gotten so much easier to manage, we think he's ready to take on some more things and help out more.

Dawn, who's with SKCO, has said, do not do QuickBooks. She said Sage is just way better for it. So, I think we're going to stick with Sage for now since Tori and I are actually learning it and knee deep in that right now.

But I did see, I found some of the board's prior goals that they were trying to accomplish. And one of the things on there was trying to look for a third-party vendor for direct deposit.

And I guess that didn't really go anywhere or maybe they didn't find anything they thought would be good. But I think instead of switching to QuickBooks, we might look into the Gusto program or Paychex so that we can start offering some sort of direct deposit.

Those companies, you know, they do take a fee for that. But I know a lot of our employees have wanted direct deposit for a long time. So, I think it would be worth it to be able to do that, especially with the payment schedule that we have only being, you know, the 15th and the 31st. So sometimes we have to cut a paper check on, you know, Friday if the 15th falls on a Sunday. And if we had direct deposit, it would just go on automatically, even if it's a Sunday, you know, the bank would deposit it.

12. Finance Committee Report - Tanner Starr

We had a really good discussion. Eric Bush, Rick Phillips, me, Crystal, and Tori were there. Our budget is looking pretty good, actually, for going into next year, especially after the levy change with general assistance. That's looking good. Our general town fund, we should actually end with a surplus coming into next year, at least from what it looks like \$400,000, which is good for that roof repair that we will need very soon.

Deciding for the ARC as that comes from the general town fund. So that's something we'll definitely want to look into when we can. And then in general, besides that, our overall funds are looking great. There were some specific line items, like we mentioned before, that weren't quite lining up. And a lot of that had to do with just filing errors. And those are being worked out with Tori and Crystal. Dawn right now, but we know where everything is. We know why it is the way it is. So those are just little kinks that are getting worked out right now. But basically, overall, everything's looking really good. And once we get that audit completely done and sent through, then we can go right into the budget for next year, hopefully sooner rather than later.

13. Policy and Procedure Working Group Report - Dylan Hile-Broad

So, we met this past Tuesday. The biggest action item, at least in my mind, was... that we reorganized our meeting schedule. We'll be doing the first two Tuesdays of the month, same time, 4.30. Also going to be sort of reorienting the process, doing a more top-to-bottom approach rather than the cover-to-cover that we have been doing.

So, the next meeting is March 3rd, and I will get an announcement to you next weekend.

14. Supervisor Report - Krystle Able

This month has focused on preparing for fy 26 to 27 planning and meeting with work groups committees financial work and manager meetings. I wanted to focus this report on some of the financial things because I know that's been the thing, we've had a lot of anxiety and discussion about this year. So, the finance committee members, Rick and Eric, they recommended that we do not worry about making budget amendments on specific line items to show over budget on specific items because the most important issue is to ensure that we are staying within our fund budget, which we are. They've said you know at this point you just need to be prepared at your annual meeting to say why you spent more on

insurance than what you had budgeted and as long as you have a good reason for that it's fine. Since we're getting down to the wire you know six weeks before the end of our year, we decided to focus on finishing learning what we need to do to have things a little tighter next year instead of trying to fix a bunch of things that have been touched by multiple people throughout the years. There are two accounting errors, however, that will be fixed next week that were found.

One of them is transferring \$17,416.96 from the General Town Fund to the Senior Fund for reimbursement of building maintenance of the Senior Center that had been paid from the Senior Center. It should have actually been paid from the town fund. We are going to reimburse the senior center that amount of money. And then we also need to transfer \$126,100 from general assistance back to general town to reverse a transfer that happened in July due to a tax payment that we received that the bookkeeper at that time thought was supposed to be split up into different funds.

The previous bookkeeper thought that the total tax payment went into the general town, and then it was our responsibility to divvy up the funds, but we found out that was not actually true, so we need to reverse what we did in July. No big deal. Also, according to Eric and Rick, our audit looks great. I will remind everyone that Eric is an accountant for the state of Illinois government, and Rick is an accountant that audits townships. He also used to be a trustee, and he is the president of our Living Memorial Board Fund. So, to me, they're the professionals. I trust what they say.

And there were no call-outs or legal compliance issues. Our fund balances are fairly healthy due to the fact that the budget for the past few years had been drastically overinflated and it wasn't being spent. And so, when we were first discussing our fund balances, we were really worried that those reserves had gotten spent down too much based on believing that we were going to spend the budget that was budgeted. We found out that's not totally where we're at. We're actually sitting a lot better than we thought because the past few years, the budget has not been expended and it's full. So, you'll notice under the check registers, you have all the income statements to budget. balances as well. And so, I wanted to just highlight high level overview. Road and bridge fund is about half a million dollars under budget and expenses and over income total by \$211,615.56 due to the sale of one of the buildings Aaron sold. So, our road and bridge fund is very healthy. It's doing awesome. Aaron's managing that great.

Our senior fund. We are short in budgeted revenue, \$13,567 due to that withholding of tax payments from the county treasurer due to the fact that our audit has still not been finalized by SKCO and submitted to the comptroller yet. So as soon as they give me that final draft and we get it submitted, we will get that back due payments of revenue that were owed. I think our last, the last deposits were what, October? So, we're still owed November, December, January, February, and March. I am thinking we'll get that in one lump sum as soon as we get the audit and the annual financial report submitted. Still waiting to hear back from SKCO about when they're actually going to give that to us. But the good thing is that we are almost \$200,000 under budget and expenses in the senior fund. And most of that has come from not spending. total salary budgets the instructor contract budget or the entire contingency budget so we were looking really good on that budget there especially with some of the salary things we had going on this year in general assistance we have come

in almost even on our expected income right now and once that fund transfer from July is reversed that'll show even its showing on your report that we're over income right now but we still need to transfer that \$126,000 back. But we are under budget on our expenses by \$179,028.10, mostly coming from not spending our contingency budget and not spending all of the emergency and general assistance funds that have been allocated. So, we've been managing emergency and general assistance really well. I thank Tori for that, getting our clients down to a more manageable level. making sure that we were giving money to people that actually qualify for it.

That really saved us a lot of money in the budget this year. For General Town, we are short \$48,000 in revenue, mostly from waiting on that property tax payment that we're still owed. But we are under budget by nearly a million dollars in our General Town budget. That is due to not spending contingencies, having less grant applications this year that we awarded. imrf payments being lowered because we have a very healthy retirement fund so we are only having to contribute 0.04 percent from the employer right now into the imrf fund because we've been paying great healthy payments on time for you know the entire existence of township pretty much so those imrf payments have been really low this year we also didn't make that at ARC pay ahead this year because we were really worried about what our fund balances were going to look like. If you guys remember from the fall and not spending, we didn't spend on any large capital outlay projects. And we were also under budget and salaries by \$130,249 as of this month. So, we do still have February 28th salaries and then March 15th and 31st salaries. So, I think that'll, you know, know, come in more even. But as of right now, we are almost a million dollars under budget. So, we're looking really good and healthy in all of our funds and budget management right now. And when we get those tax payments, we'll be even better. So hopefully those will be coming soon. One side note, I forgot to mention one thing that we did talk about on these budgets was for next year, eliminating some of these miscellaneous line items. That's something that a lot of people, well, talking to Rick and Eric and Crystal was mentioning it, just how miscellaneous is not a good line item to have just throw things into. You can make contingency line item for that sort of thing. So that's just one thing to keep in mind when we get to making that for next year.

We're going to wait until, you know, March 31st comes around and all the bills are paid to see where we're actually at in our fund balances. But I do think we're going to be budgeting for at least the roof repair, since we know kind of about how much that may cost and making sure that that's in the budget. And then we can always amend the budget when we find out how much the exterior is. I think that's going to be a crazy high number. amend the budget once we kind of get some more estimates for that and go through the whole budget amendment process. So, we don't have to do what you were worried about last month and that was do these budget amendment things.

Eric and Rick said to transfer between line items just to show we didn't overspend anywhere. He said it's really not necessary as long as at your annual meeting you can say you know we overspend on insurance because we hired three new employees this year you know it just has to make sense okay did, we make that the first the one payment that we were going to make on the ARC this year yet or is that still yeah that was that was due in

December so that was made in in December okay that was about 330 000 I think was that payment with the interest and the regular payment.

15. Old Business

a. Branding Update- Kristi Starr

Christy, unfortunately, was not able to make it tonight due to a family emergency. Tabled. Approved by all.

b. FY 25 Audit

No major call outs, no legal compliance issues. Our fund balances looked healthy. Eric mentioned for the state of Illinois, his general rule is not to keep more than 25 percent in your reserves. And he said we are well more than that right now, which I'm like, oh, 25 percent. That seems, you know, that only gets us through a quarter of the year. So I don't know if we want to go that long. with our reserves but he said our funds look very healthy right now and neither one of them had any concerns about our audit whatsoever so I am not an auditor or an accountant so I don't know that I could answer any questions that you might have one question that tanner had at the Tuesday meeting I don't even remember what page it was on tanner but there was a note somewhere uh that said something along the lines of that we omitted information Management analysis, I think it was called. But they said, that is very normal. That's very typical for this. I guess only larger municipalities would have that in their report. So that was just something I noticed.

Rick mentioned out of the 50. townships he audits none of them turn in a management analysis because most none of us are financial directors we're not in a position to analyze our audit to begin with and neither are most townships so even though that looks like maybe we omitted something and that's bad it's not no big deal.

16. New Business

a. Budget Line Transfers Approval

None to approve.

b. Approve Meeting Dates for FY 27

The Board agreed to move meetings to Tuesdays at 5pm. the 21st of April, the 19th of May, 16th of June, 21st of July, 18th of August, 22nd of September, 20th of October, 17th of November, 15th of December. of January, 16th of February and March. The annual meeting on Tuesday has to stay at that time.

c. Review and vote on management scheduling policy

So, we are nailing down a little more specificity regarding the scheduling policy over at ARC. So, this is going to apply to management positions and any key holders that you can have on. So, schedules are going to be made by the executive director monthly, Alicia, and they will be released on the 15th of the prior month. The full-time management staff, we need them to be scheduled for 40 hours each week.

mandatory half-hour lunch breaks they're going to have to take. That is 37.5 hours per week. We need availability from 6.30 to 7.30 on days the ARC is open. We need them available to manage over at the ARC. One closing shift. Every manager has to work one closing shift every

week, and they're going to be... rotating on Saturdays, and then a request for paid or unpaid time off, change in availability, that has to be submitted to Alicia prior to the schedule being published, except in cases of emergencies or unforeseen sickness.

The manager should notify the executive director at least two hours before the start of their shift that they will be unable to come in that day in order. the absence to be excused and if approved this policy will take effect on the first of April.

Motion to Amend put forth by Natasha: I put forward a motion that in time of sickness, the executive director will be notified one hour before, and they will do in good faith, they will contact the executive director as soon as an emergency has been identified. SECONDED. Roll call vote. Each voting member approved.

d. Review and vote on break policy

This just updates the break policy at the ARC. Fairly similar to this policy that exists or has existed, but just to run through it with you guys. So, it applies to everyone, including management at the ARC, whether part-time or full-time. If an employee is scheduled five or more hours in a shift, they must take one 20-minute paid break. If an employee is scheduled 7.5 hours or more in a shift, one 30-minute unpaid break and one 15-minute paid break are required. The 30-minute unpaid break must occur before the employee has worked 5.5 of those 7.5 hours.

If an employee is scheduled for more than 10 hours in a shift, one 30-minute unpaid break and two 15-minute paid breaks are required. And if an employee is scheduled less than five hours in a shift, the employee may take reasonable bathroom breaks provided the manager on duty is made aware that they are leaving their station. And this policy will take effect immediately if approved.

Proposed amendment: employees must remain on the ARC premises during paid breaks, only because while they're on that 15 or any paid break, we're still liable for them.

Motion to Approve as Amended: Tanner SECONDED

Roll Call vote: All voting members approved

e. Review Township Benefits Plan and potential changes

It was recently discovered that full-time personnel at Normal Township are entitled to receiving life insurance, accidental death insurance, and vision insurance through Dearborn, brokered through Van Gundy as an add-on to our health insurance policy, which is through Blue Cross Blue Shield. I was not aware of this until we received our quarter four premium invoice from Dearborn at the end of January because it's not in our handbook and the previous supervisor didn't make me aware of this. So unfortunately, because it's not listed in the handbook for our employees, our broker did inform me that it was something added to our benefits in 2024. Currently, there are five full-time employees enrolled. However, not all of those employees have been properly enrolled into the programs. There is at least one who's enrolled in the vision, but is not enrolled in the life and accidental death. There's a couple that are enrolled in the life insurance, but not the vision insurance. And these are employees who were employed before. came on as a board, and there are now four employees total who have not been enrolled at all in any of these programs since we've taken over as a board. The premium amount is fully paid by the township at a cost of \$90.96 per employee per quarter, which is \$363.84 per employee

per year, which at the time of this letter would be a total of \$3,276. 74 dollars and 56 cents a year for all employees so it really doesn't put a dent in our budget or anything like that so I would like the board to approve adding this benefit to the handbook and allow me to work with van Gundy to get all of our full-time employees properly enrolled in all three programs. Motion to Approve: Natasha, SECONDED. All Approve

f. Review Assessor's submitted budget

Krystle asks for a motion to put the assessor's budget on the floor. Dylan makes the motion and Natasha seconds the motion. It passes unanimously. Krystle gives Kent the floor to discuss his budget proposal.

Kent explains to the board that while he did move some budget lines around with how much was allocated, he did not increase his total budget request from previous years. Kent explains that he has got a new phone system so that budget line is decreasing. He increased the training budget and travel expense budget lines. Kent requested \$15,250 in his budget for a consultant for the quadrangulary assessment but is not sure if it is viable. Quotes he received from consultants were between \$150,000 and \$650,000. Trustee Syed asks if the salaries line includes increases for this year and Kent affirms it does. He also confirms that presently he has two full time and two part time staff in his office but he would like to hire 1-2 more part time people or one more full time person but does not anticipate doing so this fiscal year. Supervisor Able mentions that if the assessors' plans change, we can amend the budget throughout the year following the legal processes. Tanner forwards the motion to approve the assessor's budget, Dylan makes the second. The Vote passes unanimously.

g. Approve FY 26 Auditors

Krystle presents an email from Sandy with Clifton Larson Allen. Explains that CLA was the only audit company willing to accept us as a client. The estimate is three times higher than what has been budgeted for the previous auditors. Estimates totals \$34k-37k. This is due to the audit this year taking a lot more work to get done due to the previous in house bookkeeper not completing her work. Krystle does not anticipate this being the case this year and the total will end up being much lower than what is estimated. Krystle believes this estimate is high but the total will not be what is estimated. She explains the audit is due in October annually and the work needs to start soon. It is common for audits to need an extension. Tanner asks about the process for finding an audit. Krystle explains she called every accounting firm in McLean County and CLA was the only local office willing to take on municipal clients. One firm in Peoria would have accepted us but didn't because we use the accrual basis of accounting. She mentioned she got feedback from Rick Phillips and he mentioned that he has worked with them and recommends them. Krystle also contacted Katie Redmon who TOI recommended and she offered to put us on the waitlist but also mentioned getting off that waitlist would not be likely. CLA is also the auditors for McLean County Government. Tanner says he feels better about the choice. Jodie mentions that CLA is a national company that has offices all over the place and well known. Dylan is happy to not have to pay an auditor for travel time and mileage. Krystle mentions that this year the audit will go smoother because Tori has been able to start digitizing our records. Half the records are already uploaded and Tori is working on getting the earlier

months of the year uploaded as well. This will reduce the amount of onsite field work. Tori mentions that April and May invoices are missing due to the previous in house book keeper destroying the invoices. Jodie asks about hiring someone temporary to digitize records. Tori reminds everyone that we now have a double sided desktop scanner. Krystle explains how that equipment works and that the GA office is now closed on Fridays for appointments only and being used as administrative work days for Krystle, Tori, and Adam to prep for the audit and administrative tasks. Krystle isn't committed to making that schedule long term, but at least through the audit and as Tori is learning her new role. Tori confirms she is still available to clients if they need her on Fridays since we still are taking appointments for that day. Natasha makes the motion to approve the FY 26 auditors. Dylan seconds the motion. Motion passes unanimously.

h. Executive Session for discussion related to personnel matters

Board enters executive session at 7:50 PM motioned by Tanner and seconded by Natasha. Motion passes unanimously.

Board Enters regular session at 9:19 PM with a motion from Tanner and seconded by Dylan. Passes unanimously.

i. Salary Approvals for Current General Assistance/Office Management Staff

Tanner makes a motion to approve the salary amounts for GA office management staff. Dylan seconds the motion. The motion carries unanimously.

j. Approve Job Description for ARC Executive Director

Krystle asks for a motion to approve the job description for the ARC Executive Director. Tanner makes the motion to approve. Natasha seconds the motion. The motion passes unanimously.

k. Adoption of Township Organizational Chart for FY 26-27

Krystle asks for a motion to approve the Township Organizational Chart. Tanner makes the motion. Dylan seconds the motion. Dayna takes a roll call vote. The motion passes unanimously.

17. Board Member Good and Welfare

Natasha talks about working for TriValley and that the Tricounty is opening up a school called Connections for special education students that cannot thrive in the traditional school session and that she will be the new coordinator. Krystle asks if this is similar to Hammit School and Natasha confirms. Mentions that Hammit has a very long waiting list, so the board of TriValley special education services have come together to develop their own program and school. Krystle asks if there will be a residential component and Natasha says No. Jodie asks about transportation and Natasha confirms the students would be bussed into town from their rural residential neighborhood.

Tanner mentions the Love the ARC fundraiser and how well that is going. Krystle says we are at nearly \$2,000 bids and \$200 in donations. She's been pushing making donations since bids are slowing down. She mentions a few more donations that will be added to the auction. She says we have met the retail values of all items in bids. She mentions the fishing derby is being planned next and she is going to meet with McLean County to talk about the event at Comlara Park and getting IDNR permits. Krystle also mentions that the primary is coming up and Township Hall is a polling place. Early voting is currently at Airport and County building. No longer at Eastland Mall.

18. Adjournment

Tanner makes the motion to adjourn, Dylan seconds and Krystle Adjourns the meeting.