

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING  
September 22, 2009 – 7 p.m.  
Cordova Township Office

Approved October 19, 2009

Supervisor, Jon Kavanaugh, called the regular monthly meeting of the Cordova Township Board of Trustees to order at 7 p.m. in the Cordova Township Office on August 17, 2009.

Present: Jon Kavanaugh, Supervisor, JoAnne Boone, Robert Coers and Gary Hanna, Trustees. Trustee McLaughlin was absent.

Also present: Sandy Gustafson, Clerk.

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna, made a motion, seconded by Robert Coers, to approve the September 22, 2009, minutes of the Cordova Township Regular Monthly Meeting. Ayes: Boone, Coers, Hanna and Kavanaugh. No's: none. Motion carried.

Trustee Morris McLaughlin joined the meeting at 7:05 p.m.

Supervisor Kavanaugh thanked the Board for the change in today's meeting date from September 21 to September 22.

**Communications:**

- A. Scholarship Money:** Sandra Gustafson stated that proof of college enrollment had been received from Andrew Sample. The scholarship money was sent to him.
- B. Rock Island Co. Senior Center:** A letter was received stating that Project Now will begin providing Public Transportation to rural areas of Rock Island County. Jon will call to obtain more information about this.
- C. Ann's Helping Hands:** Ann's Helping Hands has moved to a new location in Port Byron. The Board has supported Ann's over the years through a silent auction held at its annual training sessions.
- D. Citizen's Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for August, 2009, were reviewed. Gary Hanna made a motion, seconded by Morris McLaughlin, to approve the August, 2009, Road District bills as presented. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for August, 2009, were reviewed. Robert Coers made a motion, seconded by Gary Hanna, to approve for payment the August, 2009, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue and expenses for August, 2009, were reviewed. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to accept the August, 2009, General Assistance financial report as presented. There were no bills submitted for payment. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for August, 2009, were reviewed. Gary Hanna, made a motion, seconded by Morris McLaughlin, to approve for payment the Civic Center bills as presented for August, 2009. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for August, 2009, were reviewed. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue for August, 2009. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

### **Old Business:**

**Cemetery Report:** Pam Bruner, Cemetery Manager, submitted a written report to the Board. She met with Tina Ranew regarding the complaint Tina had placed in the Dispatch. The Dispatch requires that the complainant give the opposing party 48 hours in response time before running the complaint in the paper. Tina did send an email to Supervisor Kavanaugh allowing the 48-hour timeframe, but it went directly into his junk mail and was never viewed. The Township, therefore, was not able to respond to her before the letter was run. After speaking with her, it became apparent that some of the complaint was warranted and some was not.

Pam would like the Board to decide how to handle complaints and the exact level of care they expect the Cemetery to be given. The amount of rain received this year along with not having a caretaker for a whole a month caused a build up of grass. Perhaps a rear discharge mower might help keep the grass off the headstones. However, it is the grave owners' responsibility to clean grass off the headstones. The Board would like Pam and her husband to take care of the Cemetery for the rest of this year.

The Board was presented with a proposed set of Cordova Township Cemetery Rules and Regulations. These rules and regulations have been assembled from other comparable cemeteries. The Board was asked to read and study these proposed rules and come to the next meeting ready to make suggestions and corrections. Supervisor Kavanaugh would like to have the first reading of these at the November meeting and the final reading in December. It is hoped that members of the community will attend these meetings to give their input.

Jon received a complaint from the people who had a wedding at the Civic Center over the weekend. Jon asked them to please put the complaint in writing, and he would bring it before the Board. The Board discussed the fact that the Civic Center Manager takes the brunt of all issues from the public putting that individual in a difficult position.

**Civic Center Report:** Pam Bruner, Civic Center Manager, submitted a written report for the Board.

1. **Painting Bids:** The iron gates and the walls on either side of the fireplace are done. The doors have not been painted yet.
2. **Bathroom Project:** The Board studied the IOSSI Construction Inc. quote for both bathrooms. Supervisor Kavanaugh said we would have to see how the money holds up. Due to our Personal Property Tax income going way down, we must study the situation very carefully. If we cannot afford to do both bathrooms, we might have to just redo the bathroom floors.
3. **Furnace System:** Young's has installed the new furnace for a total cost of \$3,478.75 after the rebates.

The Board discussed the issue of having to have liquor liability insurance if serving alcohol when renting the Civic Center but not having to have the insurance if consuming alcohol outside the fenced-in area of the park. Some renters try to circumvent the rules by having liquor in the park and going back and forth between the Civic Center and the park to drink. Supervisor Kavanaugh is going to check again with our insurance company about this issue. The Civic Center Manager once again is taking the brunt of this problem and that is not right. The Board feels that renters should take the responsibility of buying the liquor liability insurance if liquor is being served either in the Civic Center or park and have full coverage on themselves.

**Police Report:** The July and August police reports had been submitted by the Village along with the July Budget/Actual Performance statement. The August Budget/Actual Performance statement had not been turned in. Trustee Coers asked if the police reports could be itemized by officer. Supervisor Kavanaugh will talk to the Village about the police reports and missing financial statement.

**Road Commissioner's Report:** Road Commissioner Filbert was not present but had submitted a written report to the Board.

### **Community:**

**Youth Committee:** Trustee Boone reported back about Amy Nielsen Wood teaching youth and adult art classes. Amy is definitely interested in doing classes for both groups. Each class would be two hours in length; she would do as many classes as the Board would like to offer. Classes would be held at the Library with youth classes held on Saturday afternoons. She has previously taught these classes at the Library, and the classes were well attended. Trustee Boone volunteered to stay at the Library during the youth classes to assist and lock up. JoAnne Boone will contact the instructor and finalize dates and times. Jon Kavanaugh, made a motion, seconded by Robert Coers, to

approve the payment of four sessions (two hours each) of children's and adult art classes to be taught at the Library by Amy Nielsen Wood not to exceed the cost of \$500 (\$400 for the lessons at \$50 per hour and \$100 for children's supplies). The class size will be limited to 20 with Cordova Township residents having first chance at taking the classes, and then if openings still remain, others will be allowed to enroll. No fee will be charged for the classes. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Senior Committee:** Cheryl Lennox has expressed an interest in offering a digital photography class; more information on this will be forthcoming.

The Board also discussed having an exercise class at the Civic Center this fall. Residents had asked about having a class two nights per week. Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve an 8-week (two nights each week on Mondays and Wednesdays, October 19 through December 9, from 6 – 7 p.m.). There will be no class fee along with any limitation on class size. Classes will be run similar to last year with the class members bringing in exercise tapes of their own or from the Library. Waivers will be signed by all of the attendees. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Sue Schaack has expressed interest in conducting line dancing lessons at the Civic Center starting in January. This will be placed on next month's agenda.

Flu shots will be given from 10 to 11:30 a.m. on November 2. Pam Bruner contacted the Farmer's Table for a chicken dinner quote on that day so that seniors could also get a meal paid for by the Township after getting their flu shot. Jon Kavanaugh, made a motion, seconded by Robert Coers, to approve a senior chicken dinner not to exceed \$7 each prepared by the Farmer's Table on November 2 for Cordova Township Seniors. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Pam had also proposed the possibility of having a Halloween dinner for seniors at the Civic Center. This could also be a Halloween Trick or Treat stop for area children. The Board thought this was also a good idea but too close to the flu shot day.

**Cordova Township Park District:** Supervisor Kavanaugh stated a meeting with the Township Attorney Dean Sutton and Rock Island County Clerk Dick Leibovitz has been scheduled for October 5. Morris McLaughlin expressed an interest in attending this meeting, too. The purpose of this meeting is to go over the timeframe and other important information about getting the formation of the park district on the ballot. It is important that we get responsible people on the park board. Supervisor Kavanaugh stated that there would be no levy to start with—just a board who could use the Township office for their work.

**Illinois State Revenue:** The recent Personal Property Replacement Tax check from the State was down by 80% compared to last year's check at this time. It is equivalent to the drop after 9/11. We will want to see what our next check will be and really continue to keep an eye on our budget. We currently have no Township debt and that is very good; we must continue to

control expenditures. Supervisor Kavanaugh is very concerned about the drop in money from the State.

**New Business:**

**Supervisor's Comments:** There will be another mosquito spray the end of this week. Assessor Tague submitted a building estimate for \$29,000 for the expansion of his existing office in the Civic Center to the north. There is no privacy for the Assessor's office when dealing with the public and also for General Assistance clients. With State revenue down, IMRF debt, and bathroom remodeling projects, this is not a good time to enter into a building project. The Township newsletter will be coming out the first week of October.

**Any other business to come before the Board that will be added on next month's agenda:** Library use of Township parking lot and Civic Center bathrooms was discussed. The Board felt it would be fair if the Library paid a \$40 fee for cleaning and Civic Center manager's salary. The Clerk will relay this to the Library Board, and it will be placed on next month's Township agenda.

Gary Hanna made a motion, seconded by JoAnne Boone, to adjourn this meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Meeting adjourned at 8:40 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk