

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
October 19, 2009 – 7 p.m.
Cordova Township Office

Approved November 16, 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 October 19, 2009.

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

Also present: Sandy Gustafson, Clerk, Chris Filbert, Road Commissioner, Charles Tague, Cordova/Port Byron Assessor, Pam Bruner Cordova Cemetery and Civic Center Manager, Margaret Bennett, Sue Schaack, Dave Jasper, Tina Ranew, Lori Knight, Peggy Franks, Vickie Barber, Perry Barber, Kyle Barber and Jeremy Barber.

Supervisor Kavanaugh led the Pledge of Allegiance.

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

Communications:

- A. Riverdale High School Project Graduation 2010:** Morris McLaughlin, made a motion, seconded by JoAnne Boone, to donate \$100 to Riverdale High School Project Graduation 2010. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.
- B. TOI Education Conference, November 8-10:** Sandra Gustafson, Clerk, reminded the Board of the upcoming conference and to let her know if any one was interested in attending it.
- C. TOI Awards Letter:** Chris Filbert received a letter from TOI that stated Cordova Township was a winner in TOI's Mighty Message Contest for Newsletters and in the Other Publications/Misc. Communications Media for Web Sites. Chris will accept the awards at the November Conference. Jon Kavanaugh thanked Chris for nominating us.
- D. Citizen's Wishing to Address the Board:**

Charles Tague, Cordova/Port Byron Assessor, had previously given information to the Board about the idea of expanding his current office which is located at the Cordova Township building. He wants to make sure the Board understands that the cost of expansion would come out of the Assessor's budget. Supervisor Kavanaugh

stated that Cordova Township would also like to expand its office area, but it is hoped that it could be done all at the same time. The Township currently has two bathrooms, which need remodeling first, and the Personal Property Tax Revenue is way down this year. It looks as though we would be one or two years away of being able to share an office expansion project. Jon commented that there is a back room which could be updated and perhaps used in the interim. The Township is currently out of debt, and we certainly don't want to go into debt again. An expansion committee was formed with the following people: JoAnne Boone, Gary Hanna and Jon Kavanaugh.

Susan Schaack shared with the Board a proposal for teaching line dance lessons at the Civic Center in January through March of 2010. She stated that she would not charge for any classes cancelled and would charge the same as the previous instructor. She will obtain the licensing necessary to play music and will check into the issue of whether she needs insurance or not from the National Teachers' Association for Country Line Dancing. Dance attendees will have to sign off on a waiver. Pam Bruner will have the building ready each night.

Jon Kavanaugh, made a motion, seconded by Gary Hanna, to hire Susan Schaack to teach line dancing lessons at a cost of \$60 per class for 10 evenings from January 7 through March 11, 2010, at the Civic Center. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Tina Ranew addressed the Board about several Cemetery issues. She asked if Shepard's hooks would still be allowed in the Cemetery after the new rules and regulations go into place. Supervisor Kavanaugh stated that the Board is currently working on the rules and regulations, but that they will be modeled after Oak Ridge Cemetery's rules. Shepard's hooks are allowed there if they are a part of the headstone. He stated that we must watch the placement of items on the graves so that mowing and maintenance can be done without interference from loose items around the gravesite. Supervisor Kavanaugh stated that a complete set of rules and regulations will be given out in the future whenever a grave plot is sold. We might also go to three separate clean-up dates instead of the current two. Grass clippings on the head stones are an issue because of the way the lawn equipment throws out the clippings. The gazebo gets pressure washed twice a year. The weeds do need to be kept down and the shrubs trimmed around the gazebo.

Approval of Bills/Financial Reports:

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

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

The General Assistance statements of revenue and expenses for September, 2009, were reviewed. Gary Hanna, made a motion, seconded by JoAnne Boone, to accept the September, 2009, General Assistance financial report as presented but with a question regarding the 253% on income. There were no bills submitted for payment. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

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

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

Old Business:

Cemetery Report: Pam Bruner, Cemetery Manager, submitted a written report to the Board. At last month's meeting, a preliminary rough draft of Cordova Township Cemetery Rules and Regulations was distributed. The Board was to read over the rules and discuss at tonight's meeting. This rough draft was based on Oak Ridge Cemetery's Rules and Regulations. Oak Ridge is a state-run cemetery, and Cordova has full permission to use any or all of their rules and regulations. Over the next several months, these rules and regulations will be edited to fit the needs of our cemetery. Supervisor Kavanaugh stated that it is better to have rules and regulations in place than not to have any. Supervisor Kavanaugh directed the Board through the rough draft making suggestions and corrections. Pam will have the updated Cordova Township Cemetery Rules and Regulations for the Board at the November meeting. She will add the new suggestions and changes but also keep the old text underlined, so the Board will be able to see both.

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

Bathroom Project: Supervisor Kavanaugh stated that enough money is not available in the budget to renovate both bathrooms. We will look at only replacing the floor in the two bathrooms at this point. Pam was directed to get bids. We will look at a cheaper floor as a band-aid approach for now. Jon Kavanaugh, made a motion, seconded by Gary Hanna, to approve obtaining three flooring bids for the Civic Center bathrooms. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Police Report and Finance Report: Police Chief Wallen had submitted the monthly police report. The Board looked at the Village financial statements and noticed that the reports for September and October showed expenditures but not the budget figures. Supervisor Kavanaugh will contact the Village about being able to also obtain this information.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report to the Board and had nothing else to add.

Community:

Youth and Senior Committee: JoAnne Boone reported that both youth and adult art classes have been arranged and will be taught by Amy Nielsen Wood at the Cordova Library in the months of October and November. Trustee Boone wondered about having a Christmas party for seniors. The Board all felt that this is a good idea but we must plan and organize further in advance in order to advertise programs such as this in our newsletter. Perhaps something in the spring can be planned.

Flu Shots: Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to approve the offering and payment of flu shots for township residents on November 2 at the Civic Center. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Cordova Township Park District: Jon Kavanaugh went to a meeting on October 5 at which both Attorney Sutton and Dick Liebovitz were to be present. Mr. Liebovitz did not show up due to a scheduling error, however. The attorney stated that we are good to start moving forward with the possible formation of a park district. Jon said that several people have expressed interest in running for the park board, which needs five members. We will need to obtain voters' signatures and have several informational meetings with the public, so they understand why a park district needs to be formed.

New Business:

Supervisor's Comments:

- RIM Rural Transit will be transporting the public from rural areas to destinations in the metro Quad Cities. Any age may ride RIM, but children under the age of 12 must be accompanied by a parent or guardian. There is a fee based on how many miles traveled. Call RIM (309-788-6335) 72 hours in advance to arrange a ride. The RIM hours of operation are Monday through Friday, 8 a.m. to 4 p.m. RIM is an acronym for Rock Island and Mercer Counties.
- Meals on Wheels will be available in our area some time soon. More information will be provided on this.
- The Township's insurance carrier states that we must carry liquor liability insurance at the Civic Center when renters are serving liquor.

- Rock Island has reached a tentative tax assessment agreement with Exelon for the next five years. Exelon's current assessment for 2009 is 100 million. For the next five years it will be 140 million in 2010, 150 million in 2011 and 155 million in 2012, 2013 and 2014. This still has to go to court to be finalized, however.
- The last payment of our Personal Property Tax was down 80% compared to last year's same payment. We must watch and see what happens with this income for the next several payments.
- The Township will be allowing the Library to use the Civic Center's parking area and washrooms in the morning for their upcoming bus trip on October 30. This is a trial to see how everything works. The Board would like the Library to pay the \$40 cleaning fee for the use of the building. The Library will fill out the necessary paperwork in advance of all the bus trips and turn that into Pam for proper advance planning of these events. Pam will report back at next month's meeting as to how things went on October 30.
- The Civic Center has been offered a player piano as a donation. More information will be obtained regarding this donation as to its condition and needed upkeep.

Any other business to come before the Board that will be added on next month's agenda: Pam Bruner would like hiring staff for a Civic Center janitorial position added to next month's agenda. Chris Filbert stated that she will be out of town from November 12 to 22 and wondered if Road and Bridge invoices could be paid in advance.

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

Meeting adjourned at 9:03 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk