

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
December 21, 2009 – 7 p.m.
Cordova Township Office

Approved 1/18/2010

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 December 21, 2009.

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

Also present: Sandy Gustafson, Clerk, Pam Bruner Cordova Cemetery and Civic Center Manager, Todd Allen, Jill Smalley, Sally Munson, Lyle Ernst, Sharon McCool, Arlan McCool and Linda Meinheit.

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna made a motion, seconded by Robert Coers, to approve the November 16, 2009, minutes of the Cordova Township regular monthly meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

- A. **Reduction of Paperwork:** Clerk Gustafson explained that there was less paperwork sent out in the Board packets this time due to the discussion at last month's meeting. Please let her know if these reports will be adequate for future mailings.
- B. **Mrs. Charles Burrill letter:** The Board commented on the letter from Mrs. Burrill which was sent in response to the letter which appeared in the *Dispatch* about the Cordova Cemetery. The Board commented that she had good suggestions and made very positive comments. They felt it was a very nice letter.
- C. **Riverdale High School After Prom:** The request for a donation for the Riverdale High School After Prom Program will be added to next month's agenda.
- D. **Citizens Wishing to Address the Board:**

Sharon McCool stated that she had requested that an ad be placed in the paper regarding the cement teddy bear which is missing from her son's grave. Also, she wanted to know what kind of tractor the Board is looking at purchasing for the Cemetery. She questioned why the Board is advertising for a janitorial position for the Civic Center. Mrs. McCool said that her husband would like to mow the Cemetery once to see how long it takes to be mowed. Citizens wondered what will be done with the items removed from the graves.

Supervisor Kavanaugh stated that a John Deere rear-discharge mower has been discussed but has not been test driven. No final decision has yet been made on a tractor purchase at this time. The janitorial position is not a new one, but one which was being done by the Civic Center Manager since the last janitor left five years ago. This is a budgeted line item and hiring an additional person will not cost extra money. The items removed from the graves will have to be placed in a certain designated area and allowed to remain there for a yet-to-be-determined amount of time before being discarded.

Supervisor Kavanaugh stated that this Board has inherited issues such as the grave numbering system. We will have to work with what we have as the deeds are tied into the current system. A recent Cemetery audit has been made of all graves. Previously Vern Hazlett put a great deal of time and effort in to Cemetery records. We know we must make more information available to the public. We will continue to work with the Library staff and give them information to update their records and website. The Cordova Cemetery Rules and Regulations will be posted at the Cemetery, given out with new deeds and posted on the Township website.

Todd Allen, Cordova Police Officer, discussed the national program "A Child is Missing" with the Board. He requested the use of the Cordova Civic Center for an educational program to be presented to the community on how to protect our children. Gary Hanna made a motion, seconded by JoAnne Boone, to approve the use of the Civic Center on January 19, 20 and 23 for an educational program conducted by the Cordova Police Department on "A Child is Missing." Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried. Officer Allen will work out further details with Pam Bruner regarding the building usage.

Approval of Bills/Financial Reports:

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

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

The Cordova Cemetery statements of revenue and expenses for November, 2009, were reviewed. Morris McLaughlin, made a motion, seconded by Gary Hanna, to approve the Cemetery statements of revenue for November, 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. Pam will be attending the Alliance of Illinois Cemeterians Conference January 21 and 22 with Morris McLaughlin. New Illinois State Laws will be covered and they will attend a class called "Cemetery Procedures 101." Please let Pam know if any one else would like to attend. Supervisor Kavanaugh asked Pam to place an appendix page in the Cemetery Rules and Regulations which states the items allowed/disallowed on the grave plots. She will have clean copies of the Rules and Regulations at our next meeting. Cemetery plot prices will be added in later.

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

Bathroom Project: No bids have been received for the bathroom project. The floor tiles which were glued down in the bathrooms are holding.

Janitorial Position: There were four written responses to the ad for the Civic Center janitorial position; two were from Cordova. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to allow Pam to conduct interviews for the Civic Center janitorial position and to interview the two people from Cordova. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried. Pam asked if some of the Board members would like to be present at the interviews. JoAnne Boone and Robert Coers said they would be present.

Police Report and Finance Report: Supervisor Kavanaugh still has not been able to get in touch with the Village to request that they include their budget in their monthly financial report. Police seem to be far more visible. There is one police chief working with four part-time officers.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report to the Board and was not present at the meeting.

Community:

Youth Committee: No report

Senior Committee: Pam Bruner explained that the participants in the fall exercise class would like the class offered again in the Winter/Spring of 2010. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to approve offering another exercise class which will be held two-nights per week (Monday and Wednesday from 6 p.m. to 7 p.m.) for 12 weeks beginning January 4 and ending March 31 at the Civic Center. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Flu Shots: The Flu Shot Clinic was successful. The Township has received a bill of \$1,440 to cover 48 inoculations.

Cordova Township Park District: Supervisor Kavanaugh reported that Erie will be pursuing a park district again and will be at the election as the Township's—in the fall of 2010. The attorney needs to know which boundary should go before the voters—Boundary A or B. Boundary A would include all of Cordova Township or Boundary B would include the area of the Erie School District which is located inside of Cordova Township. Supervisor Kavanaugh feels that the initial vote should be Boundary B as it is an “apples to apples” vote and there would be more interest shown from these voters. Jon Kavanaugh, made a motion, seconded by Morris McLaughlin, to use Boundary B (area of the Erie School District which is located inside of Cordova Township) as the boundary line for the proposed Cordova Township Park District. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

New Business:

Supervisor's Comments: Nothing additional to add.

Road & Bridge Levy (Corrected): Supervisor Kavanaugh made the recommendation to approve the corrected Road and Bridge Levy in which a 4.9% increase will be assigned to IMRF. Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve the 2010 Road & Bridge/Town Fund Levy (corrected version) as presented. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Resolution for the Valuation Settlement with the Quad Cities Nuclear Power Block Parcel: Jon Kavanaugh, made a motion, seconded by Robert Coers, to approve Resolutions #122109 (Cordova Township) and #12212009 (Cordova Township Road District). Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

2010 Township Meeting Dates: Jon Kavanaugh made a motion, seconded Gary Hanna, to approve the 2010 Cordova Township regular meeting dates. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Any other business to come before the Board that will be added on next month's agenda: Riverdale After Prom 2010 Donation

Adjournment:

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

Meeting adjourned at 9 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk