

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING  
April 19, 2010 – 7 p.m.  
Cordova Township Office

Approved May 17, 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 April 19, 2010.

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

Also present: Sandy Gustafson, Clerk, Pam Bruner Cordova Cemetery and Civic Center Manager and Chris Filbert, Road Commissioner.

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna made a motion, seconded by JoAnne Boone, to approve the March 15, 2010, minutes of the Cordova Township regular monthly meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

- A. **TOI Conference:** Clerk Gustafson and Trustee McLaughlin attended the TOI Conference in East Peoria on April 16. The Clerk gave the Board some updates on the Freedom of Information Act and will have more material for the Board on this topic next month. She also stated that the Board would have to designate at least two people to take the Open Meetings Act training.
- B. **Tug Fest Donation:** The Board took no action on this topic.
- C. **URICRA Donation:** Gary Hanna made a motion, seconded by Robert Coers, to approve a \$100 donation to URICRA. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.
- D. **Citizens Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for March, 2010, were reviewed. JoAnne Boone made a motion, seconded by Gary Hanna, to approve the February 2010, Road District bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for February, 2010, were reviewed. Gary Hanna made a motion, seconded by Robert Coers, to approve for payment the March, 2010, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue and expenses for March, 2010, were reviewed. There were no expenses for General Assistance in March.

The Civic Center statements of revenue and expenses for March, 2010, were reviewed. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to approve for payment the Civic Center bills as presented for March, 2010. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for March, 2010, were reviewed. JoAnne Boone, made a motion, seconded by Gary Hanna, to approve the Cemetery statements of revenue for March, 2010. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

## **Old Business:**

### **Cemetery Report:**

**Cemetery Rules and Regulations:** The Board agreed that the size of a double memorial marker for a double lot needed to be added back into the Cemetery rules. Jon Kavanaugh made a motion, seconded by Robert Coers to add a definition clarification that the originally passed description was only for a single memorial marker for a single lot and should now also include the following double description for a double lot: "All granite memorial markers (not bases) must be a minimum of 4" in thickness, with granite markers five feet being a minimum of 6" in thickness and no monument shall exceed 4 feet in height and no more than 12" (12 inches) in width." Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The first Cemetery cleanup for this year was not a total cleanup—blowing and faded flowers were removed from the gravesites. Last year's fall cleanup items which were removed from the graves are still available at the Cemetery. They are located in a plastic tote by the shed. June's cleanup date will be advertised in newspapers, the township and library newsletters. Signage at the Cemetery will include the cleanup dates.

The Smith family does not want to accept the responsibility for the large sink hole by their gravesite which was caused by a two-piece vault lid heaving up due to freezing and thawing over the years. Pam will check with the vault company to see if they can do anything; we need to make sure we are legal to keep filling it in.

**Pandemic/Disaster Reciprocal Agreement:** The Board discussed the Pandemic/Disaster Agreement. Jon Kavanaugh, made a motion, seconded by Gary Hanna, to approve the Pandemic/Disaster Reciprocal Agreement between Members of the Alliance of

Illinois Cemeterians. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

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

**Clean Up Fee:** The Board discussed the issue of non-profit usage of the Civic Center and the clean up fee. It was decided to postpone any decision until next month.

**Bids:** Supervisor Kavanaugh asked Pam about costs for the bathroom construction project. She is still waiting for two bids. Jon needs to have this information for budget figures for next month's meeting.

**Tennis and Sand Volley Ball Lessons:** Jon Kavanaugh, made a motion, seconded by JoAnne Boone, to approve offering tennis lessons for a cost of \$200 and sand volleyball lessons for \$300. Each must have a minimum enrollment of 12 in order to be offered. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried. Pam Bruner will make the arrangements for the specific dates with each of the instructors.

**Community Events:** The topic of having a community-event program registration fee for non-residents was discussed. A decision was postponed until next month's township meeting.

**Police Report and Finance Report:** The Village police report was received, but there was no written financial report submitted.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. Dumpsters will be available to the public May 14-17 at the township garage. The road commissioner, county engineer, Cordova Energy and Neumillers have met and have come up with a solution to the problem of flooding on 171<sup>st</sup> Avenue North.

**Community:** Supervisor Kavanaugh reported that mosquito abatement was again approved at the annual town meeting. The first application will start with a phone call from the Supervisor when the mosquitoes first appear and then regularly before each major summer holiday thereafter.

**Youth Committee:** JoAnne Boone reported that the youth art classes have had good attendance and positive comments. More art supplies are needed, however. Jon Kavanaugh, made a motion, seconded by Gary Hanna, to approve the purchase of additional art supplies not to exceed \$30 for the youth art classes sponsored by the township at the Library in April, 2010. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Senior Committee:** No report.

**Cordova Township Park District:** Supervisor Kavanaugh reported that the attorney had gotten the petition to him. As required by law, this petition requires 100 signatures from those within the proposed new park district. There are 233 registered voters in that area; Jon will begin going door-to-door to obtain signatures. He will request help if needed. We need to

actively seek out people who want to run for the Park District Board. It was discussed that one of the first tasks of this new board might be taking over the bike path operations.

**New Business:**

**Supervisor's Comments:** Nothing additional to add.

**Scholarship:** There was one application from a Riverdale student for the Cordova Township Scholarship. JoAnne Boone, made a motion, seconded by Gary Hanna, that Gabrielle Wojcik become the 2010 Riverdale recipient of the \$250 Cordova Township Scholarship. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**2010-2011 Budget:** Supervisor Kavanaugh advised the Board to gather budget items and figures for input into next year's budget. The levy figures have come in.

**Any other business to come before the Board that will be added on next month's agenda:** Open Meeting Act designees, Civic Center funeral rental, Registration Fees

**Adjournment:**

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

Meeting adjourned at 8:37 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk