

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

March 21, 2011 – 7 p.m.  
Cordova Township Office

Approved April 18, 2011

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 March 21, 2011.

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

Trustee Boone had to leave the meeting at 7:10 p.m.

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

Supervisor Kavanaugh led the Pledge of Allegiance.

Robert Coers made a motion, seconded by Bonnie Hanna, to approve the February 21, 2011, minutes of the Cordova Township regular monthly meeting. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

- A. The Clerk asked if there were any corrections on the updated telephone list.
- B. The Rock Island Voting Trolley will be at the Village Office during the morning of March 25 to provide Cordova residents with a polling place for early voting for the April 12 election.
- C. The Board discussed an URICRA donation request. A \$100 donation was made to them last year. Morris McLaughlin made a motion, seconded by Robert Coers, to approve a \$120 donation to URICRA for 2011. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.
- D. No action was taken on the donation request for Ann's Helping Hands "Fun Day."

**Citizens Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for February, 2011, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve the February, 2011, Road District bills. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for February, 2011, were reviewed. Morris McLaughlin made a motion, seconded by Robert Coers, to approve for payment the February, 2011, Town Fund bills. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue and expenses for February, 2011, were reviewed. Robert Coers made a motion, seconded by Bonnie Hanna, to approve the General Assistance financials for February, 2011, for payment. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for February, 2011, were reviewed. Jon Kavanaugh, made a motion, seconded by Morris McLaughlin, to approve for payment the Civic Center bills as presented for February, 2011. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. Motion carried.

The Cordova Cemetery statements of revenue and expenses for February, 2011, were reviewed. Morris McLaughlin, made a motion, seconded by Bonnie Hanna, to approve the Cemetery statements of revenue for February, 2011. Ayes: 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 discussed the new Cemetery Oversight Act. She found out that we have to enter all burials into a State website. We have to pay the State for each burial entered. Pam said that she will prepay for 20 burials which will cost the Township \$1.75 per each burial. Currently there are six burials which need to be recorded. Eventually the website will allow Pam to generate various reports. Additional signage will be placed at the Cemetery. Since Cordova does not use perpetual care funding, Pam feels we might be able to get an exemption. Pam will be taking training on the Cemetery Oversight Act in the future.

**Lawn Maintenance Contract:** Freelance Landscaping came in with the lowest bid— Option 2. They have requested that they would prefer not to have to use time cards, however. Their overall quote is \$1,863 more than last year. If they don't use time cards, Supervisor Kavanaugh stated that there would have to be a list of weekly expectations which will have to be met. Jon Kavanaugh, made a motion, seconded by Bonnie Hanna, to accept the Freelance Landscaping bid, Option #2, for \$375 per week with a list of expectations to be added to the contract. If these expectations are not met, then time cards will have to be used. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Civic Center Report:** Pam Bruner, Civic Center Manager, submitted a written report to the Board. Iossi will begin the restroom renovation project on April 11. Cleveland Insurance Group has decided not to handle liquor liability insurance. The Ben Farrar Agency would handle this for both the Civic Center and the renters. Pam is also contacting Gary Coin.

**Police Report and Village Finance Reports:** The Village financial and police reports were received.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. She also mentioned that the Road District will be receiving disaster relief for the winter snow storms from IEMA/FEMA.

**Community:** Pam stated that she would like to continue offering Community Connect throughout the summer. Possible topics include: super couponing, nutrition, various crafts, fused glass, etc. Pam will have a schedule worked out for the next Board meeting.

**Youth Committee:** No report.

**Senior Committee:** No report.

**Cordova Township Park District:** Supervisor Kavanaugh encouraged everyone to get out and vote.

#### **New Business:**

**Approval of Annual Town Meeting Agenda:** This year's annual town meeting will be held at 7 p.m. on Tuesday, April 12, at the Civic Center. Supervisor Kavanaugh encouraged all Board members to attend this meeting. Jon Kavanaugh, made a motion, seconded by Robert Coers, to approve the April 12, 2011, Annual Town Meeting Agenda as presented. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Township 2011-2012 Budget:** Supervisor Kavanaugh stated that he figured a three percent increase on the police line item, and various other changes were made according to this year's budget expenditures. Jon also figured a three percent salary increase on Pam Bruner's wages which after approved will be retroactive back to April 1. Future discussion will include: new Civic Center windows, repavement of Cemetery road, memorial improvement for Veterans, inurnment section in existing Cemetery and new Cemetery section layout.

**Road & Bridge 2011-2012 Budget:** The Board was instructed to study the copy of the proposed Road and Bridge budget for final approval.

**Office Expansion:** Supervisor Kavanaugh will contact Bruce Wood from the Village Planning Commission to see if Bruce would be able to give his presentation to the Township Board.

**Next Newsletter:** Road Commissioner Filbert has arranged for the Road and Bridge dumpster to be available for Spring Cleanup from May 6-9. Pam would like all newsletter information submitted to her by April 15.

**Scholarships—Riverdale and Erie:** Three scholarship applications were turned in from Riverdale. One was incomplete; the other two were not Cordova Township residents. No scholarship was awarded to Riverdale this year. Erie's applications will be reviewed at next month's meeting.

**Cordova Firefighters' Association:** The Board discussed the possibility of waiving the Civic Center cleaning fee when the Cordova Firefighters' Association hold their annual steak dinner. Their organization gives to many other organizations within the community. Jon Kavanaugh, made a motion, seconded by Bonnie Hanna, to waive the cleaning fee whenever the Cordova Firefighters' Association uses the Civic Center. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Supervisor's Comments:** Supervisor Kavanaugh stated that there is a bill before the Illinois House that would force the consolidation of many school districts. Hidden within that bill is the elimination of Illinois townships. He would like Rich Morthland to look into this issue.

- **Disaster Preparedness:** Jon told Chris Filbert that the recent disaster preparedness presentation was very good. The cost of this presentation was paid for by Exelon, Cordova Road & Bridge and Township.
- **Sand Bags:** Cordova Road & Bridge picked up the cost of 6,500 sandbags; Cordova Township, 1,500. This is a legitimate expense for the Township and Road & Bridge to support; sandbags are available to all citizens of the Township. There are two sandbag filling stations—one at the Civic Center; the other at 222<sup>nd</sup> Avenue North. River Stone donated the sand.
- **Supervisor's Absence:** Jon will be on vacation from April 12-19. Trustee McLaughlin will cover the Annual Town Meeting as well as the Regular Township Meeting in Jon's absence.
- **Safe Deposit Box:** There had been two safe deposit boxes at the Port Byron State Bank. Supervisor Kavanaugh canceled the smaller of the two and kept the larger one. Jon, Chris Filbert and Sandy Gustafson have authorization to access the safe deposit box.

**Any other business to come before the Board that will be added on next month's agenda:**

**Adjournment:**

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

Meeting adjourned at 8:54 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk