

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

July 18, 2011 – 7 p.m.
Cordova Township Office

Approved August 15, 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 July 18, 2011.

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

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

Supervisor Kavanaugh led The Pledge of Allegiance.

Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the June 20, 2011, minutes of the Cordova Township and Road & Bridge Public Hearing for Budget and Appropriations Minutes. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried

Robert Coers made a motion, seconded by JoAnne Boone, to approve the June 20, 2011, minutes of the Cordova Township regular monthly meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

JoAnne Boone made a motion, seconded by Bonnie Hanna, to approve the June 29, 2011, minutes of the Cordova Township additional monthly meeting for Prevailing Wage adoption. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried

Communications:

Citizens Wishing to Address the Board: None

Approval of Bills/Financial Reports:

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

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

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

The Civic Center statements of revenue and expenses for June, 2011, were reviewed. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve for payment the Civic Center bills as presented for June, 2011. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for June, 2011, were reviewed. Robert Coers, made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue and expenses for June, 2011. 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 stated that there had been several complaints of the lack of grass on some graves. She will talk to Freelance about this and have those graves seeded. She also said that new signage was installed at the Cemetery and some benches were also fixed.

Pam also reported that the Cemetery deeds were not compliant with State requirements; new paperwork is being printed to make us current. We will now give the bill of sale immediately, make sure families transfer deed, and have the family sign paperwork before interment. Families must sign before any burial work can be done.

The Board discussed a pay increase for the Cemetery Manager. Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to approve a 3% across the board pay increase retroactive to April 1, 2011 for the Cemetery Manager. Ayes: Boone, 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. She reported that the ice machine was not working properly and would get that repaired. Supervisor Kavanaugh asked her to also continue working on the getting bids for new locks at the Civic Center. Gutter bids will be ready for the Board at the August meeting.

Pam stated that there has been a problem with people holding events in the park pavilion and then not using the port-a-pot which is provided for park patrons. Instead they come into the Civic Center if it happens to be rented and open. Supervisor Kavanaugh suggested that signage be purchased stating a "Private Rental" and see if that helps.

The Board discussed a pay increase for the Civic Center Manager. Jon Kavanaugh made a motion, seconded by Robert Coers, to approve a 3% across the board pay increase retroactive to April 1, 2011 for the Civic Center Manager. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Police Report and Village Finance Reports: The Village submitted police reports for the months of March, April, May and June. No financial reports were submitted, however.

New Police Advisory Board: The Board had directed Supervisor Kavanaugh to attend the newly formed Police Advisory Board comprised of one village representative, one township representative and one private citizen. Supervisor Kavanaugh called the Attorney General's office as well as TOI regarding this meeting. He was concerned that it was an illegal meeting. He was advised that it is always best to have an announced meeting with an agenda whenever discussing public business and that this type of meeting was in a "gray" area. He did not attend the meeting.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report to the Board. She stated that the new 2011 truck is here. Also, the road repair project of milling, leveling and paving on 206 will start on Friday.

Waste Disposal: Chris called Rapids City and found out that when they had a waste disposal day, the town hauled e-waste and appliances to Rock Island County for the residents.

Traffic Sign Retroreflectivity Program Adoption: Jon Kavanaugh made a motion, seconded by Robert Coers, to approve the Traffic Sign Retroreflectivity Maintenance Program for Cordova Township Road & Bridge District. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Community: Pam presented the Board with a list of Community Connect activities to be held on the second Tuesday from 9 to 11 a.m. in the months of September through December. The projects include a flower vase, scrapbook frame, pumpkin arrangement and a fused glass pendant. There have also been requests to have the Elvis impersonator perform once again. Pam will schedule this performance in November.

Pam will obtain the cost figures for an MPL movie license for the Civic Center which will allow movies to be shown at the Civic Center. Flu shots have been scheduled for Monday, October 17 at the Civic Center.

Youth Committee: No report.

Senior Committee: No report.

Cordova Township Park District: The Park District will work with Pam and provide her with their meeting dates.

New Business:

Supervisor's Comments: Jon announced that he had rented the Civic Center earlier that day and that a check from him had been written and would be deposited. Since he makes the deposits for the Township, he wanted to make this transaction known to the Board.

Chris Filbert, Sandy Gustafson and Jon Kavanaugh are all current with FOI and OMA training. Their certificates are on file in the Township Office.

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

Adjournment:

Bonnie 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 8:10 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk