

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

May 21, 2012 – 7 p.m.  
Cordova Township Office

Approved June 18, 2012

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 May 21, 2012.

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

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

Supervisor Kavanaugh led The Pledge of Allegiance.

JoAnne Boone made a motion, seconded by Bonnie Hanna, to approve the April 16, 2012, Cordova Township Regular Monthly Minutes. Ayes: Boone, Coers, Hanna and Kavanaugh. Abstained: Morris McLaughlin. No's: none. Motion carried.

**Communications:**

**TOI District #7 Education Program in Rockford on July 12:** The Clerk reminded the Board of the upcoming conference in Rockford.

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

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for April, 2012, were reviewed. Road Commissioner Filbert will present the Board with the medical agreement at the next Board meeting. Robert Coers made a motion, seconded by Morris McLaughlin, to approve for payment the April, 2012, Road District bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for April, 2012, were reviewed. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve for payment the April, 2012, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for April, 2012, were reviewed. Robert Coers, made a motion, seconded by Morris McLaughlin, to approve the General Assistance financials for April, 2012. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for April, 2012, were reviewed. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve for payment the Civic Center bills as presented for April, 2012. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for April, 2012, were reviewed. JoAnne Boone made a motion, seconded by Robert Coers, to approve the Cemetery statements of revenue and expenses for April, 2012. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

### **Old Business:**

**Cemetery Report:** Pam Bruner, Cemetery Manager, had submitted a written report to the Board. Pam stated that there seems to be an excessive use of Cemetery gas already this year. She is working with West's Lawn Care on a better way to keep track of fuel usage. The Board reviewed a flagpole quote from Regalia. Trustee McLaughlin will continue to talk to the Legion members about their ideas on the flagpoles at the Cemetery.

**Civic Center Report:** Pam Bruner, Civic Center Manager, had submitted a written report to the Board. How many flagpoles are needed at the Civic Center? Currently there are two—one at the main entrance; the other at the corner of the Civic Center. The one at the Civic Center needs replacing. The Board thought one prominent flagpole at the entrance would probably be enough.

Pam stated that the kitchen does not meet code until it has a hand-washing sink. She is currently waiting for a bid on that from Dale Shultz. The Board discussed issues about having an ice machine and that it might be better to rent one just during the busiest time of the year. Pam will get a quote on renting/leasing an ice machine. She is also getting an electrical quote on the outlets needed to upgrade the kitchen with ovens and overhead exhaust and air exchange. New countertops and cold and warm bays were also discussed.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. Chris stated that she had attended the last Park District meeting. Road & Bridge District has reached an agreement on monetary amounts for labor to service the Park District. The amount breakdown is: \$24,000 for labor, \$1,000 for maintenance and \$500 for beautification.

### **Community:**

**Youth Committee:** Trustee Boone knew nothing more about a youth Boot Camp. There is a possibility that Yoga classes might be offered. Supervisor Kavanaugh said he will look into this further.

**Senior Committee:** There is a booklet on township programs which Road Commissioner Filbert would like to circulate among the Board members.

**Cordova Township Park District:** Township Park District meetings are on the fourth Wednesday of each month at the Cordova Library. Attendance at these meetings is encouraged. The progress being made seems to be slow but is moving forward. They have been discussing a boat ramp as well as a Park District sign.

**New Business:**

**Township and Road & Bridge Budgets:** Road Commissioner Filbert stated that her budget looks good with one only one change needing to be made. “Disaster” needs to be moved from income to expense, and the Clerk will make that change. The section of River Road North, which is south of Exelon, will be crack sealed and leveled on Wednesday.

Supervisor Kavanaugh announced that the Township should begin paying into IMRF by 10 percent each year in order to reduce its unfunded IMRF debt. This would help to eliminate some of the interest charges.

The Board discussed Pam Bruner’s wages and recommended a three percent wage increase for her. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve a three percent wage increase for Pam Bruner retroactive to April, 2012, which would include all her various duties. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No’s: none. Motion carried.

The Board discussed Mary McCarthy’s wages and job duties. Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to increase Mary McCarthy’s wages from \$8.25 to \$10 per hour retroactive to April, 2012. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No’s: none. Motion carried.

**Supervisor’s Comments:**

Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to go into closed session at 8:11 p.m. for litigation discussion. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No’s: none. Motion carried. The Board returned to the regular meeting at 9:12 p.m.

Morris McLaughlin made a motion, seconded by Jon Kavanaugh, to follow the recommendation of Township’s counsel, which was discussed in closed session. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No’s: Hanna. Motion carried.

**Any other business to come before the Board that will be added on next month’s agenda:** Parking lot, flagpoles, kitchen improvements, and Cemetery road sealing

**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 9:25 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk