

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
August 20, 2012 – 7 p.m.
Cordova Township Office

Approved September 17, 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 August 20, 2012.

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

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

Supervisor Kavanaugh led The Pledge of Allegiance.

Robert Coers made a motion, seconded by Bonnie Hanna, to approve the August 20, 2012, Cordova Township Regular Township Meeting Minutes. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Abstained: Boone. Motion carried.

Communications:

TOI Website Usage Report: The Clerk distributed a TOI Cordova Township Website Usage Report to the Board. This information is sent annually with the TOI website invoice. The report indicates valid "hits" received on each page of the website. The report stated that Cordova Township received a total of 3,286 hits.

Citizens Wishing to Address the Board: None

Approval of Bills/Financial Reports:

Supervisor Kavanaugh thanked the Board members for coming in before tonight's meeting to review the current invoices and financial statements. The Board made a recommendation that the order of the check-off sheet should match the order of the attached bank statements. Supervisor Kavanaugh will correct this by next month's meeting.

The Road District statements of revenue and expenses for July, 2012, were reviewed. Morris McLaughlin made a motion, seconded by Robert Coers, to approve for payment the July, 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 July, 2012, were reviewed. Trustee McLaughlin questioned the overage in the Audit account. Supervisor Kavanaugh stated that the cost of the recent audit needs to be divided among Road & Bridge and General Assistance. This transaction will be completed by the next Board meeting. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve for payment the July, 2012, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

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

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

The Cordova Cemetery statements of revenue and expenses for July, 2012, were reviewed. JoAnne Boone made a motion, seconded by Morris McLaughlin, to approve the Cemetery statements of revenue and expenses for July, 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.

Cemetery Road Sealing: Pam received a bid from Bob's for the cleaning/sealing of the Cemetery Road for \$3,500. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the hiring of Bob's to clean and seal the Cemetery Road for \$3,500. The work is not to be done until a contract is received in writing. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Flagpole Bid: The American Legion has \$10,000 they will use towards the Cordova Cemetery project. Further research needs to be done at this time. The Township and the American Legion will be working closely together on this project. Transfer of lots and re-deeding will also have to be completed. The flagpole bid is on hold for now.

Interment Issue: When a family has more than one interment right, Cordova Cemetery needs to know what the family wishes are for the remaining plots. Cemetery deeds need to be transferred to the next generation or into other people's names, so the Cemetery personnel know who are the rightful interment owners and thus who should be buried in the plots. Supervisor Kavanaugh asked Pam to talk to the Illinois Cemeterians Association and TOIRMA about ways to handle this situation. Pam will address this issue in the next township newsletter. A deed transfer waiver was also discussed.

Civic Center Report: Pam Bruner, Civic Center Manager, had submitted a written report to the Board. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to accept the \$3,150 bid from Herb Carlson for an electrical upgrade in the Civic Center kitchen. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Pam stated that the ice machine has been removed and that many companies will not do a partial year's rental on ice machines. A & AC Refrigeration will do a partial allowing the Civic Center to not have to pay for an ice machine during the less busy times of October through March. During those months, bags of ice will be kept in the freezer for renters. More information on this will be available at the September meeting.

Flu shots will be available to Cordova Township residents on October 15 from 10 – 11:30 a.m. Pam would like to receive all articles for the newsletter by September 17 and will try to mail it out around September 21.

Road Commissioner's Report: Road Commissioner Filbert submitted a written report to the Board. She stated that the tennis courts had been resurfaced. The Miscellaneous Expense line item in the Road & Bridge budget had gone over due to not receiving a payment from the Park District. Exelon has donated \$1,000 to be used to help pay for the new sign and has also donated some miscellaneous tools to the Park District.

The Park District Intergovernmental Agreement was given to the Cordova Park District in February. As of this date, no action has been taken. TOIRMA wants a copy of the Agreement.

Community: Voter Trolley will be at the Civic Center on Thursday, November 1, 2012, from 11 a.m. – 12:30 p.m. Mosquito Abatement continues to be ongoing.

Youth Committee: Nothing to report.

Senior Committee: Nothing to report.

New Business:

Supervisor's Comments: Supervisor Kavanaugh thanked Pam for the township office organization.

Supervisor Kavanaugh stated that at an earlier MTAD meeting, the tax assessor reported that the number of real estate sales in Cordova/Port Byron areas has increased. The average cost of current homes' per square footage is \$80.80. Cordova and Port Byron will remain at the factor of 1.0 which will not change assessments. The MTAD Board agreed to not having a salary increase for the tax assessor and Board members for 2013-2016.

Any other business to come before the Board that will be added on next month's agenda: Flu Shot Lunch (Jon will talk to the Drifter's Café), Ice Machine, Washing sink (go to another plumber)

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 8:16 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk