

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
August 19, 2013 – 7 p.m.
Cordova Township Office

Approved September 16, 2013

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 19, 2013.

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

Also present: Sandy Gustafson, Clerk, Pam Bruner, Civic Center and Cemetery Manager, 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 July 15, 2013, Cordova Township Regular Monthly Meeting Minutes. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. Abstained: Boone. No's: none. Motion carried.

Communications:

TOI Boot Camp Conference Comments: Board members stated that it was a good conference, which was attended by many newly elected officials. The recent elections yielded a rate of 24% newly elected township officials across the State. Supervisor Kavanaugh spoke to a representative from the State Comptroller's office. They had a conversation about the State Comptroller's office having a problem of not being able to release the passwords for the Annual Financial Statement in a timely fashion.

Dean Sutton: Attorney Dean Sutton will be retiring on September 1. Supervisor Kavanaugh and Road Commissioner Filbert both have possible contacts for a new Cordova Township Attorney. Jon will be in touch with them.

Mitchell Mallary: The Clerk stated that Mitchell Mallary had received the Cordova Township Erie Scholarship in 2012. He just sent in his proof of college registration this month, so a \$250 check was issued to him this year.

Citizens Wishing to Address the Board: None

Approval of Bills/Financial Reports:

The Road District statements of revenue and expenses for July 2013, were reviewed. Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve for payment the July 2013, 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, 2013, were reviewed. JoAnne Boone made a motion, seconded by Bonnie Hanna, to approve for payment the July, 2013, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for July, 2013, were reviewed. Robert Coers, made a motion, seconded by JoAnne Boone, to approve the General Assistance financials for July, 2013. General Assistance requests have been way down this year. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for July, 2013, were reviewed. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve for payment the Civic Center bills as presented for July, 2013. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for July, 2013, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve the Cemetery statements of revenue and expenses for July, 2013. 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.

Veteran's Memorial: Supervisor Kavanaugh stated that Lackey Monuments will have some memorial design ideas for the Board at the next Township meeting.

New Pump for Sand Point: Latta Well confirmed that a new pump is needed for the Cemetery; they reported that the well is still in good shape. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the installation of a new pump by Latta Well at a cost of \$600. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Dirt for Grave Repairs: Pam told the Board that some graves have started to sink in and that dirt is needed for filling in and getting new grass started. She estimates that 11 yards will be needed. Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to approve the purchase of 11 yards of dirt for \$275. Chris will get back to Pam about the possibility of Road & Bridge being able to haul the dirt to the Cemetery. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Civic Center Report: Pam Bruner, Civic Center Manager, had submitted a written report to the Board.

Seal Shelf Behind Kitchen Sinks and Caulk: Tom Border is expected to come to the Civic Center this week to check out how much work is needed.

Water Softener Bids: The Kirby bid was approved at the July meeting and the system will be installed once the holding tank is replaced.

New Civic Center Holding Tank: Jon Kavanaugh made a motion, Bonnie Hanna seconded, to approve the purchase from Latta Well of a new holding tank with a pressure switch for the price of \$750. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Locks: The Board discussed the purchase of a keyless entry system for the Civic Center and the Township Office. The office lock needs replacing and due to the increased usage, the keyless system makes sense. Pam will obtain pricing and check out various possibilities.

Building Improvements: The Board discussed various future building improvements: windows, heating and air conditioning, weather stripping, etc. Trustee McLaughlin volunteered to obtain window pricing.

Community Day—June 28, 2014: Margaret Bennett stated that the 2013 Community Day was very successful, and another one has been scheduled for June 28, 2014. The first organizational meeting for next year's event will be on November 4.

Civic Center Building Usage by Park Board: . Margaret Bennett asked if the Community Day meetings could be held at the Civic Center and if the Civic Center could also be used on the day of the event. She also asked if the Township would once again sponsor an activity at Community Day. Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the use of the Civic Center for all Community Day planning meetings and on the actual day of the event which is June 28, 2014. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Road Commissioner's Report: Chris Filbert, Road Commissioner, had submitted a written report to the Board. Road Commissioner Filbert reported that the Park Board is two payments behind to the Road District. Township Officials of Illinois will be providing information to townships about a company called "Cell 1." This is an Internet based company used for making telephone calls. Chris also has TOIPAC raffle tickets for sale. These can also be purchased at the TOI Conference in November. Chris will become Vice President of TOI in November.

Community:

Youth Committee—Kids Pumpkin Growing: Trustee Boone reported that there are children signed up for the pumpkin growing contest.

Senior Committee—Flu shots will be given on Monday, October 21, from 10 a.m. - 11:30 a.m. The Board discussed having refreshments at the Civic Center for those receiving flu shots. There will not be a luncheon provided this year.

Cordova Park Board:

Recommendation that Chris Filbert help with Frisbee Golf setup/placement: The Frisbee golf game could possibly be installed by October. Plans are still being worked out.

Information/Message Board: The message Board has been purchased by the Park Board. Supervisor Kavanaugh suggested that the Park Board call "JULIE" before erecting the sign.

New Business:

Supervisor's Comments: Supervisor Kavanaugh had nothing additional to add.

Any other business to come before the Board that will be added on next month's agenda: TOI Education Conference in November

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 7:55 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk