

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

January 21, 2008 – 7 p.m.
Cordova Township Office

Approved February 18, 2008

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 January 21, 2008.

Present: Jon Kavanaugh, Supervisor; JoAnne Boone, William Burns, Jr., Gary Hanna, and Morris McLaughlin, Trustees

Also present: Sandy Gustafson, Clerk, Pam Bruner, Civic Center Manager, Chris Filbert, Road Commissioner and Lois Case, Cemetery Board President

Supervisor Kavanaugh led the Pledge of Allegiance.

Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve the minutes of the December 17, 2007, Cordova Township regular monthly meeting. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

- Lois Case, Cemetery Board President, gave the Cordova Cemetery report. Lois stated that the Board had worked hard since their December meeting getting all the cemetery purchases listed. She stated there were things not recorded or properly recorded. Vern Hazlet will record the updated records in the software program when the Board is completely finished. This is a very slow process as each card is compared with the card given by the sexton and then checked with the listing. The Board has learned how to plot graves. Lois asked the Township Board to clip any obituaries they see for those buried in the Cordova Cemetery as they have a binder in which these are placed. After the records are updated, they will be given to the Cordova Library to include in their records.

The Cordova Cemetery amended budget has been given to Supervisor Kavanaugh. It was noted that the line items had remained the same, but some of the items purchased had changed. Lois stated that \$1,500 worth of donations had been given to the Cemetery for the purchasing of new trees. Supervisor Kavanaugh had asked if Cemetery records should be audited by Timmer and Associates.

An ad for the position of sexton has been posted in the Review. Applicants are asked to respond by February 8; a Cordova resident is preferred.

- Sandra Gustafson, Clerk, read a letter from Amy DeMeyer of the Riverdale After Prom Committee requesting a donation for this year's After Prom which will be held on Saturday, May 3, 2008.

Morris McLaughlin made a motion, seconded by Gary Hanna, to donate \$100 to the Riverdale After Prom Committee. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Board discussed contacting the Erie After Prom Committee regarding a similar donation.

- The Clerk read a thank you note from Betty Allen in which she thanked the Board for the Christmas Basket donation.
- The Clerk circulated a brochure for a TOI Education Conference to be held on April 17 in Galesburg. Chris Filbert stated she was going. Morris McLaughlin and JoAnne Boone would also like to attend. The Clerk will register them.
- **Citizen's Wishing to Address the Board:** None.

Approval of Bills/Financial Reports:

The Road District and Equipment and Building statements of revenue and expenses for December, 2007, were reviewed. Morris McLaughlin made a motion, seconded by JoAnne Boone to approve for payment the January, 2008, bills. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for December, 2007, were reviewed. Gary Hanna made a motion, seconded by Bill Burns, to approve for payment the January, 2008, bills. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue and expenses for December, 2007, were reviewed. Jon Kavanaugh made a motion, seconded by Gary Hanna to approve the statements of revenue for January, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for December, 2007, were reviewed. Gary Hanna made a motion, seconded by JoAnne Boone, to approve for payment the bills for January, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Old Business:

Civic Center Report: Pam Bruner, Civic Center Manager, stated that several people have asked how much the Fitness classes would be for non-residents. Jon Kavanaugh made a motion, seconded by Bill Burns to charge non-residents \$42 for the 12-week Fitness class beginning on February 4. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Supervisor Kavanaugh said he had talked to the Fire Department about offering CPR classes at the Civic Center. They said they would do this. Pam will contact the Fire Department to make arrangements. Two instructors can handle a class of 10 to 12 people. Pre-registration will be required for these classes.

Hy-Vee now charges a \$15 delivery charge for the grocery program for those Cordova recipients who are not handicapped or are not yet senior citizens. Hy-Vee explained this has to be done because this is how they charge their in-town residents, and it would not be fair otherwise.

It was also discussed that W-9's should be given to all class instructors.

Police Committee Report: A written report was submitted and mailed out in the Board packets. Supervisor Kavanaugh reported that the Village did apply for a \$19,700 grant for a new police car. The Village will still have to come up with approximately \$6,500 more to cover the complete cost, however.

Road Commissioner's Report: Chris Filbert stated that the Village is currently borrowing a Township truck for snow plowing. No salt was provided to the Village because salt is currently in short supply. A bid will be let on the Township's used 1998 GMC truck.

Winter Training: Charles Tague, Port Byron/Cordova Assessor, has agreed to give an assessment and tax presentation at our annual winter meeting which will be held at 6 p.m. at the Lodge in Port Byron on January 29. The Township's portion of the cost of this training meeting will be \$200.

Cordova Township Website: Sandy Gustafson, Clerk, stated that the work on the website is a slow process. Pictures of the Board members were taken before tonight's meeting. Cordova Township's website address is www.toi.org/cordovatownship.

Cordova Energy Dock Flotation Donation: Cordova Energy donated \$1,000 towards flotation for a new dock at Bennett's Landing. Another \$1,000 was donated by Exelon to be used towards the dock. Matcon will supply the dock framing.

2008 Cordova Township Board Calendar: The 2008 Cordova Township Calendar of Board Meetings has been posted in the Review.

New Business:

Intergovernmental Agreement with Cordova Fire Department: Jon Kavanaugh has talked with Chief Smalley about the formation of an intergovernmental agreement with the Fire Department regarding the Civic Center becoming a warming shelter. This would be among the Township, Road District and the Fire District. Jon will have to bring it before the Fire District Board.

April 8 Town Meeting Agenda: Supervisor Kavanaugh and Trustee McLaughlin attended a meeting with the new township attorney, Clarence Darrow, last Friday to discuss the issues involving the possible formation of a police district and/or a sanitation district. The attorney will be researching this. Do we want to do a police district by resolution or place it on the agenda for the Town meeting? Could we do a sanitation district using our own equipment? Should it be contracted out? We need to research the expenses on both issues. If we cannot do it ourselves, we could contract with the Village. We need to find out if we could pick up trash for business and industry (not hazardous waste). There are lots of questions. We want everything that was on last year's Town Meeting agenda to be on it again plus perhaps the garbage and police districts. Of course, all this depends on the research findings of both the attorney and the Township Board.

Supervisor's Comments: Jon stated that the '08 Personal Property Replacement Tax figures indicate the approximate same amounts as the '07 figures. This is good.

Any other business to come before the Board which will be added on next month's agenda: JoAnne Boone has been trying to find people interested in working on the Youth Committee. She has three people who are interested. She said she will continue to try to create interest in this committee by mentioning it to various groups at the Library such as Home Extension and Friends.

Gary Hanna made a motion, seconded by JoAnne Bonne, to adjourn this meeting. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Meeting adjourned at 8:35 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk