

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING  
December 16, 2013 – 7 p.m.  
Cordova Township Office

Approved January 20, 2014

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 December 16, 2013.

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

Also present: Sandy Gustafson, Clerk, and Chris Filbert, Road Commissioner. Pam Bruner, Civic Center and Cemetery Manager was not in attendance.

Supervisor Kavanaugh led The Pledge of Allegiance.

Bonnie Hanna made a motion, seconded by Morris McLaughlin, to approve the November 18, 2013, Cordova Township Regular Monthly Meeting Minutes. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

**Ann's Helping Hands Thank you:** Clerk Gustafson read a thank you from Ann's Helping Hands for the recent donation to Cordova residents.

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

**Approval of Bills/Financial Reports:**

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

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

The Cordova Cemetery statements of revenue and expenses for November, 2013, were reviewed. Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue and expenses for November, 2013. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

### **Old Business, Discussion and Approval Motions:**

**Veterans' Memorial:** Supervisor Kavanaugh informed the Board that Lucky Monuments will continue to research more information regarding the Veterans' Memorial project. The Veterans' Memorial Committee continues to talk about fund raising possibilities—perhaps a picture inside of a paver. The Committee is moving forward. The first donation has been received which was from Cordova Energy for \$2,000. Supervisor Kavanaugh thanked Road Commissioner Filbert for her lead on this donation.

**Cemetery Report:** Pam Bruner, Cemetery Manager, had submitted a written report to the Board. Pam will have a detailed list of cemetery compliance issues at the January meeting.

**Bid Approval—Mowing & Caretaker 2014 Season:** Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to approve the hiring of Mow n Snow for the mowing (\$600 per mow) and caretaker (\$100 per month) positions of the Cordova Cemetery for the 2014 season. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Food Basket Donations Update:** Supervisor Kavanaugh reported that he had talked to Keri-Lyn Krafthefer from Ancel Glink (a township law firm) about food basket donations. The attorney reported that what we have been doing historically is fine even though the donation first goes to a church. The fact that the donation is then offered to the general community makes it acceptable.

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

**Crafters Clutch Update:** There was no attendance at the December 15, 2013, Crafters Clutch. Bonnie Hanna made a motion, seconded by Robert Coers, to cancel the one remaining Crafters Clutch which was scheduled for January. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Locks:** Supervisor Kavanaugh has purchased locks and will install them.

**Front Entrance Enclosure:** Pam Bruner will meet with Doors, Inc. on December 18. They will also discuss the handicap accessibility requirements. Approval of these bids will occur at a later meeting.

**Window Replacement Schedule Update:** The beginning date will be confirmed upon receipt of the \$825 down payment. This check has been cut and will be mailed after this meeting.

**Road Commissioner's Report:** Chris Filbert, Road Commissioner, had submitted a written report to the Board. She also stated that Road & Bridge would help pay for some of the window project at the Civic Center. She and Supervisor Kavanaugh will discuss this further after the final invoices are in.

**Community:**

**Youth Committee**—No report.

**Senior Committee**—No report.

**Cordova Park Board:** The Township Board complimented the Park Board in providing residents with a beautifully lighted Christmas tree. The tree lighting ceremony was very nice as well.

**Executive Session:** Not needed.

**New Business:**

**2014-2015 Road & Bridge Levy:** Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the 2014 Road & Bridge Levy (\$160,000). Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**2014-2015 Township Levy:** Morris McLaughlin made a motion, seconded by Robert Coers, to approve the 2014 Town Fund (\$135,121). Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**2014 Cordova Township Meeting Dates:** Jon Kavanaugh made a motion, seconded by Bonnie Hanna, to approve the 2014 Cordova Township Meeting dates. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried. The Clerk will post the meeting dates on the Township Office window, in the outside information case, at the Post Office and Library, in the Review and on the Park Board electronic sign.

CORDOVA TOWNSHIP BOARD OF TRUSTEES  
2014 MEETING DATES  
CORDOVA CIVIC CENTER  
TOWNSHIP OFFICE  
910 Third Avenue South  
Cordova, IL 61242  
7 p.m.

January 20, 2014  
February 17, 2014  
March 24, 2014\*  
April 8, 2014

Regular Monthly Meeting  
Regular Monthly Meeting  
Regular Monthly Meeting  
ANNUAL TOWN MEETING

April 21, 2014	Regular Monthly Meeting
May 19, 2014	Regular Monthly Meeting
June 16, 2014	Regular Monthly Meeting
July 21, 2014	Regular Monthly Meeting
August 18, 2014	Regular Monthly Meeting
September 15, 2014	Regular Monthly Meeting
October 20, 2014	Regular Monthly Meeting
November 17, 2014	Regular Monthly Meeting
December 15, 2014	Regular Monthly Meeting

\*Fourth Monday

**Attorney Proposal:** Supervisor Kavanaugh stated previously that he has contacted Keri -Lyn from Ancel Glink Law Office. This firm specializes in township law and has recently been hired by Coe Township. He is still waiting back from them regarding a proposal. Supervisor Kavanaugh is interested in knowing if there are things we should be doing differently, etc. The Board suggested getting another bid from a township law firm. Commissioner Filbert suggested John Redlingshafer from Peoria. Jon will make the contact.

**Management Letter Input from Board:** No input was given.

**Supervisor's Comments:** Merry Christmas!

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

**Adjournment:**

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

Meeting adjourned at 8:38 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk