

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

April 29, 2008 – 7 p.m.
Cordova Township Office

Approved May 19, 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 April 29, 2008.

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

Also present: Sandy Gustafson, Clerk, Chris Filbert, Road Commissioner and Bob Guinn, Police Officer.

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna made a motion, seconded by JoAnne Boone, to approve the minutes of the March 17, 2008, Cordova Township regular monthly meeting. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

- Sandra Gustafson, Cordova Township Clerk, read a thank you note from the Erie After Prom Committee.
- The Clerk circulated a letter from URICRA (Upper Rock Island County Recreation Association) requesting a donation. This was discussed at last meeting, but action on it was tabled until tonight. Jon Kavanaugh made a motion, seconded by Bill Burns, Jr., to donate \$100 to URICRA. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.
- Another donation request from Jr. Rams Baseball was read. No interest in donating to this organization was shown by the Board.
- **Citizen's Wishing to Address the Board:** Bob Guinn, Cordova Police Officer, presented Jon Kavanaugh with the '08-'09 Police Contract. Jon verified the figures which represents a 5% increase over last year. The Township and the Village share the officers' salaries equally. Bob also asked Chris Filbert about the possibility of placing some additional road signs on 206 Avenue North.

Approval of Bills/Financial Reports:

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

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

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

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

The Cordova Cemetery statements of revenue and expenses for March, 2008, were reviewed. Bill Burns, Jr. made a motion, seconded by Jon Kavanaugh, to approve the statements of revenue for March, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Old Business:

Cemetery Report: A written report was submitted by Chris Filbert and mailed out in the Board packets. Chris stated that a credit card for Cemetery use would be extremely helpful for the new caretaker to use when purchasing parts or supplies. The following purchases coming up for the Cemetery were discussed: edger, roller, bagworm spraying, new fencing on the east and south sides and monument setting. The Memorial Day service was also discussed. Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve the purchase of a new edger and roller for the Cemetery. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Supervisor Kavanaugh asked if any of the Board members were interested in serving on the Cemetery Committee. JoAnne Boone and Morris McLaughlin both volunteered. Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve appointment of JoAnne Boone and Morris McLaughlin on the Cemetery Committee. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Supervisor Kavanaugh requested that the new Cemetery Committee develop a list of responsibilities, job description and salary requirements for the new Cemetery Manager position for next month's meeting. Two attorneys have now told the Board that the Road Commissioner cannot legally perform the jobs of Cemetery Manager and Road Commissioner at the same time.

Civic Center Report: Pam Bruner, Civic Center Manager, submitted a written report for the Board. She stated in the report that the use of the Civic Center dumpster is being abused. The Board suggested that a sign be placed by the dumpster stating that it is only for Civic Center use. Pam has taken off the cranks from the windows so that they cannot be opened. The Civic Center is climate controlled, so it is not necessary for the

windows to be opened. There has been a police call that a window was left open at the Civic Center. Supervisor Kavanaugh stated the new windows will have to be looked at for next year.

Jon Kavanaugh stated that the liquor liability insurance (IL Casualty) lapsed due to not receiving a bill. A new statement will be coming. This insurance will cover both the Civic Center and the park area. Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to approve the payment of the IL Casualty Liquor Liability Insurance for approximately \$1,000. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Police Committee Report: Chief Wallen was not in attendance but had submitted a written report. The Police Contract for '08-'09 shows a five percent increase over the previous year making the Township's share increasing to \$38,430 or \$3202.50 per month. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to approve the Township's share of the '08-'09 Police Contract of \$38,430. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report, and there were no additional comments made.

New Business:

Cemetery: No additional comments were made.

Budgets: Jon stated that the Cemetery Budget needed some line-item revisions which he shared with the Board. Discussion followed with the revisions being made.

Cordova Township Scholarships: The Board members voted for one Erie and one Riverdale scholarship recipient based on the applications that were sent in their packets. Annie DeBaillie (Erie) and Angela Crane (Riverdale) were selected. The Clerk will send letters to the respective high schools.

Newsletter: The Spring edition of the Township Newsletter will be going out later this week.

Supervisor's Comments: Supervisor Kavanaugh had sent out a written report in the Board packets. There was no further discussion at this time.

JoAnne Boone mentioned that the Library is having a Luau on June 19 in the pavilion. She asked if there was inclement weather, could the Civic Center be used. They are aware that there would be a \$40 charge.

JoAnne Boone, Chris Filbert and Morris McLaughlin attended a conference on April 17. They stated that it was worthwhile, and all had attended good sessions.

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

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

Meeting adjourned at 8:50 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk