

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
August 18, 2014 – 7:00 p.m..
Cordova Township Office

Approved September 15, 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 August 18, 2014.

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 and Chris Filbert, Road Commissioner. Judy Jepson was also in attendance.

Supervisor Kavanaugh led The Pledge of Allegiance.

Bonnie Hanna made a motion, seconded by JoAnne Boone, to approve the July 21, 2014, Cordova Township Regular Monthly Meeting Minutes. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

TOI Annual Education Conference, November 9-11, Springfield: Clerk Gustafson distributed the schedule of TOI Conference classes to the Board. Oct. 9 is the Housing deadline. The Clerk would like to know at next month's meeting those Board members who would like to attend.

Thank you Cordova Day Celebration: The Clerk read a note from the Cordova Day Celebration Committee thanking the Township Board for their assistance with this year's event.

Thank you Toto the Clown: A thank you from Toto the Clown was received. He appreciated being hired for this year's Cordova Celebration.

Citizens Wishing to Address the Board: Judy Carole Jepson introduced herself to the Board. She stated that she appreciated being hired by the Board to do the Civic Center cleaning until a permanent replacement is hired. She hopes to get that job and will work hard to do a good job, get faster and more efficient.

Approval of Bills/Financial Reports:

The Road District statements of revenue and expenses for July, 2014, were reviewed. Morris McLaughlin made a motion, seconded by Robert Coers, to approve for payment the July, 2014, 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, 2014, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve for payment the July, 2014, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for July, 2014, were reviewed. Morris McLaughlin, made a motion, seconded by JoAnne Boone, to approve the General Assistance financials for July, 2014. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for July, 2014, were reviewed. JoAnne Boone, made a motion, seconded by Bonnie Hanna, to approve for payment the Civic Center bills as presented for July, 2014. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for July, 2014, were reviewed. Robert Coers made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue and expenses for July, 2014. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Old Business, Discussion and Approval Motions:

Cemetery Report

Veterans' Memorial: Nothing at this time.

Interment Procedure for Funeral Homes: On hold until a new manager is hired.

Compliance Points for Cemetery Law: Nothing new.

State Cemetery Inspection: Needs to be done again and updated.

Equipment: The bids were opened at 7:15 p.m., and all bids met the required minimum amount. Ed Kavanaugh had the highest bid for the Ferris mower at \$1,212. Ken McCool had the highest bids for all other equipment—five weed eaters and the John Deere mower for a total of \$1,157. Robert Coers, made a motion, seconded by Bonnie Hanna to accept the bids as opened. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Three Letters of Interest for Manager/Interview Committee: Jon Kavanaugh made a motion, seconded by Robert Coers, that Morris McLaughlin and Pam Bruner conduct the interview process and bring a recommendation for hiring back to next month's meeting. 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.

Warming Table/Salad Table: Pam was to receive a quote via email today, and nothing was received.

Electric Bid: Pam is still waiting for the electric bid from Herb Carlson.

Rental Rules: Non-resident versus resident does not seem to be much of a problem any more with the Civic Center rentals. Customers have been requesting a 12-hour rental that we currently do not offer. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to include a 12-hour rental rate in the Civic Center rentals--\$310 for Township residents and \$350 for non-residents. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Next Newsletter Date: September 15 is the deadline for the next newsletter.

Janitorial Position/Interview Committee: Jon Kavanaugh made a motion to have Pam Bruner and JoAnne Boone conduct the janitorial interviews and bring back a recommendation at our next meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Road Commissioner's Report: No report but Road Commissioner Filbert did say that she might try to sell the F350 on Ebay. She has received TOIRMA insurance money for the F250 repairs, and it is currently being worked on in the shop.

Community:

Community Celebration: Next meeting will be on October 27 at 7 p.m.

Youth Committee: No report.

Senior Committee: Flu shots will be on October 20 at the Civic Center.

Cordova Park Board: Supervisor Kavanaugh explained that the Park Board has purchased 46 acres of additional property. This property will be paid for on contract, won't raise taxes and will still allow the Park District to carry forth with their existing projects.

Executive Session: Not needed.

New Business:

Supervisor's Comments: Nothing additional.

Any other business to come before the Board that will be added on next month's agenda: Deputy Clerk for training, Civic Center Hot/Cold Tables

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 8:43 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk