

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

May 19, 2008 – 7 p.m.  
Cordova Township Office

Approved June 16, 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 May 19, 2008.

Present: Jon Kavanaugh, Supervisor; JoAnne Boone, Gary Hanna, and Morris McLaughlin, Trustees

Also present: Sandy Gustafson, Clerk, Chris Filbert, Road Commissioner, Pam Bruner, Civic Center Manager, Adam Lavine, JR RAMS Football, and Bob Guinn, Police Officer.

Absent: William Burns, Jr., Trustee

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna made a motion, seconded by JoAnne Boone, to approve the minutes of the April 29, 2008, Cordova Township regular monthly meeting. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

- Sandra Gustafson, Cordova Township Clerk, read a thank you note from Annie DeBaillie, Erie High School recipient of the Township Scholarship.
- The Clerk stated that the Board had received a copy of a donation request from the Rock Island County Extension in their packets. The Board decided to hold the request until a later date.
- If any Board members would like to attend the TOI Training for Trustees on Saturday, June 21, please contact the Clerk.
- **Citizen's Wishing to Address the Board:**
  - Bob Guinn, Cordova Police Officer, was present and asked if the Board members had any questions. A police report had gone out with the Board packet. He stated that the Village Board approved an 18% pay increase for him and that the new squad car should arrive in about three weeks.
  - Adam Lavine addressed the Board requesting that Jr RAMS Football be placed on the non-profit list for the use of the Civic Center. This is an organization for 5<sup>th</sup> - 8<sup>th</sup> grade boys to play football in Riverdale; no child is turned down the opportunity to join whether or not the child's family can

afford it or not. Adam thought approximately 20% of the boys who participate were from Cordova. Supervisor Kavanaugh requested that Pam Bruner find out more details and report back to the Board.

### **Approval of Bills/Financial Reports:**

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

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

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

The Civic Center statements of revenue and expenses for April, 2008, were reviewed. Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve for payment the bills as presented for April, 2008, including a check for \$24.24 for mileage for Pam Bruner. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

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

### **Old Business:**

**Cemetery Report:** Chris Filbert had submitted a written report in the Board packets. It was found that Chuck Sandquist's wife had been buried in the wrong plot, and the family was not interested in having her moved. It looks as though the family might purchase more lots and rearrange ownership within the family to make things work out. Brooke Floming is not interested in staying on as Sexton. Pam Bruner has been asked to be the Cemetery Manager and has accepted. In this position she will also be the backup Sexton and Caretaker whenever the situation arises. Supervisor Kavanaugh and Pam Bruner will be trained in grave marking by Susan Vincent. The Memorial Day Celebration is all set.

Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve the hiring of Pam Bruner as Cemetery Manager. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve that the necessary payroll adjustments be made to the Cemetery budget line items. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Civic Center Report:** Pam Bruner, Civic Center Manager, submitted a written report for the Board. Pam stated that she would be contacting the Red Cross and/or Genesis tomorrow to see if they would offer CPR/First Aid classes for community attendance. The new Civic Center front door has been installed and is very nice. It still needs some weather stripping and painting. The Civic Center Manager will pick out the paint color and also have some painting done around the fireplace.

The Girl Scouts have requested using the Park during the week of June 16 for day camp. They will be in the park each day from 9 a.m. until 4 p.m. and would like to spend the night in the Park on the 18<sup>th</sup>. They would like to have access to the Civic Center through the night on the 18<sup>th</sup> in case of inclement weather. Gary Hanna made a motion, seconded by JoAnne Boone, to allow the Girl Scouts the use of the Park during the week of June 16. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Police Committee Report:** The Police report was presented earlier in the Citizen's Wishing to Address the Board section of the meeting.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report but mentioned that the base for the new sign at the park entrance was looking very good.

**Budgets:** Most budget items look good. The interest income line item on all budgets is declining and will not be adjusted. First Trust and Savings Bank in Albany is still paying more than Illinois Funds. A mileage line item will need to be added for the Civic Center budget. At next month's meeting, we will have two meetings. The first one will be the budget hearing followed by the regular meeting.

#### **New Business:**

**Credit Cards for General Assistance, Cemetery and Civic Center:** First Trust and Savings Bank does not issue credit cards. Our other cards are with the Port Byron Bank. JoAnne Boone made a motion, seconded by Morris McLaughlin, to authorize obtaining three credit cards from the Port Byron Bank for General Assistance, Cemetery and Civic Center. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried. Supervisor Kavanaugh stated that we would not be able to obtain the credit cards until after the approval of this month's minutes at the next township meeting on June 16.

**Cemetery:** Supervisor Kavanaugh discussed the duties of the Cemetery Manager, Caretaker and Sexton with the Board. He stated that these positions as well as the checks and balances for money handling/grave sales would be double-checked with the auditor. The Board was asked to review the handouts and get back to Jon with any input.

**Civic Center--Projector:** The Cordova/Port Byron Multi-Assessment District has requested permission to use the Civic Center projector for educational presentations held at the Civic Center as well as other places in the area. The Board agreed that it is an excellent educational tool, but if the equipment will be taken outside of the Cordova/Port Byron communities, there should be a charge for its use. JoAnne Boone made a motion, seconded by Morris McLaughlin, authorizing the Cordova/Port Byron Multi-Assessment District permission to use the Civic Center projector for presentations within the Cordova/Port Byron Multi-Assessment District. If used outside of that District, a contract will be let and a usage fee of \$115 will be charged. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Prevailing Wage Ordinance:** The Clerk distributed copies of the Prevailing Wage Act to the Board members. Jon Kavanaugh made a motion, seconded by Gary Hanna, to adopt the Prevailing Wage Act for 2008-2009. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Fall Line-Dance Lessons:** JoAnne Boone made a motion, seconded by Jon Kavanaugh, to approve offering ten line-dance lessons at the Civic Center beginning October 2, 2008. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Supervisor's Comments:** Supervisor Kavanaugh had sent out a written report in the Board packets. He did mention that the mosquito spraying company has been delayed in West Virginia due to bad weather while spraying for gypsy moths. As soon as they get back here and weather permitting, they will proceed with our mosquito abatement program.

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

JoAnne Boone mentioned that the Youth Committee met last Wednesday. The Committee members had some great ideas—basketball and volleyball clinics, boot camp, ballet, Irish line dancing, yoga, sports camp, swimming, art classes and dodge ball. JoAnne has asked that the Youth Committee be placed on next month's agenda.

Jon Kavanaugh commented that Erie is trying to establish a park district that would be the same boundaries as the Erie School District. The park would be built in Erie which is in Whiteside County. A tax of \$68 per \$100,000 of assessed valuation would be charged. Jon encouraged Board members to contact members of the Rock Island County Board regarding this.

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

Meeting adjourned at 9:20 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk