

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

June 16, 2008 – 7:10 p.m.
Cordova Township Office

Approved July 21, 2008

Supervisor, Jon Kavanaugh, called the regular monthly meeting of the Cordova Township Board of Trustees to order at 7:10 p.m. in the Cordova Township Office on June 16, 2008.

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

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

Supervisor Kavanaugh led the Pledge of Allegiance.

Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve the minutes of the May 19, 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 letter from URICRA for the Township's recent donation.
- **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 May, 2008, were reviewed. Supervisor Kavanaugh stated that the audit report showed an overpayment with one invoice being paid twice on the roof and concrete work dated 2/5/07. Jon Kavanaugh made a motion, seconded by Gary Hanna, to approve the May, 2008, Road District bills as presented. This motion also reflects the audit notation that the 2/5/07 invoice is the correct roof invoice and the invoice stands paid with no adjustments. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

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

The General Assistance statements of revenue and expenses for May, 2008, were reviewed. There was no activity in the General Assistance Fund in May.

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

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

Old Business:

Cemetery Report: Pam Bruner, Cemetery Manager, had submitted a written report to the Board. Supervisor Kavanaugh stated that the next step for filling the Sexton position is to get it advertised in the *Review*. One major issue with the current files of the Cemetery is that there is no master file showing all the lots. Pam is currently doing research on and preview of various cemetery software programs. Until a decision can be made on what software would best suit our needs, we will continue doing the current record keeping. Morris McLaughlin will try to find out more about the military markers as they have been placed at the foot, middle and head of the graves. Placing them from now on at the same uniform location would be good if the military allows uniform placement. We are still waiting to hear back from the Sanquist family regarding their decision.

Civic Center Report: Pam Bruner, Civic Center Manager, submitted a written report for the Board. Discussion regarding use of the Civic Center and the various rules for the type of usage request took place. There are three types of Civic Center contract requests: normal, non-profit and alcohol. The alcohol request is very time consuming and has more rules. Supervisor Kavanaugh would like to see three different contracts developed for all three situations since each is so different.

It was reported that the Township Office had been used to store items after a Civic Center event. The Township Office is not to be used as a storage area at any time.

Police Committee Report: Chief Wallen submitted a written report to the Board.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written to the Board.

Budgets: The '08-'09 budgets are now all completed.

New Business:

Youth Committee: JoAnne Boone reported that the Committee had been checking into ballet, guitar and volleyball lessons plus boot exercise camp. The cost figures on these came in higher than what the Township can pay. It was decided to continue to try to find instructors and to try contacting local educators to see if they would be interested.

JoAnne reminded everyone about the public luau which will be held on June 19 at 6 p.m. at the park. A hog is being roasted. Please bring a dish to pass. Call the Library to let them know if you will be attending.

Supervisor's Comments: Supervisor Kavanaugh had submitted a written report to the Board.

Any other business to come before the Board that will be added on next month's agenda: None

Gary Hanna made a motion, seconded by Bill Burns, Jr., 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