

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

July 21, 2008 – 7 p.m.
Cordova Township Office

Approved August 18, 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 July 21, 2008.

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

Also present: Sandy Gustafson, Clerk, Pam Bruner, Civic Center and Cemetery Manager, Rich Wallen, Cordova Police Chief, Bill Stoermer, Governmental Affairs, Exelon and Rich Morthland, Rock Island County Board Candidate.

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna made a motion, seconded by Bill Burns, Jr., to approve the minutes of the June 16, 2008, Cordova Township Public Hearing for Budget and Appropriations and the Cordova Township regular monthly meeting. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

Sandra Gustafson, Cordova Township Clerk, asked the Board how much information they would like with their pictures on the Township website. It was decided that the Supervisor, Clerk, Civic Center and Cemetery Manager, Road Commissioner and Assessor would have their emails included at this time.

Citizen's Wishing to Address the Board:

- Bill Stoermer, Governmental Affairs, Exelon, presented Cordova Township a donation of \$3,000 to be used for park improvements.
- Rich Wallen, Cordova Police Chief, asked if there were any questions regarding his written report. There were none. He stated that the new squad car should be in within a week or two.
- Rich Morthland, Rock Island County Board Candidate, was present to see if there was any thing he could do for the Township. Jon Kavanaugh thanked him for the notification regarding the Rock Island County Board Resolution opposing the creation of an Erie Park Board District.

Approval of Bills/Financial Reports:

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

The General Assistance statements of revenue and expenses for June, 2008, were reviewed. There was no activity in the General Assistance Fund in June. Morris McLaughlin made a motion, seconded by JoAnne Boone, to approve the General Assistance financial report for June, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for June, 2008, were reviewed. It was noted by Morris McLaughlin that the line item for "telephone" appears twice. This will be corrected. Gary Hanna made a motion, seconded by Morris McLaughlin, to approve for payment the bills as presented for June, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for June, 2008, were reviewed. Gary Hanna made a motion, seconded by Bill Burns, Jr., to approve for pay the bills for June, 2008 as presented. 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. Troy Larson, Cemetery Caretaker, would like to mulch 35 trees. Jon Kavanaugh, Supervisor, made a motion, seconded by JoAnne Boone, to authorize the purchase of up to 12 yards of mulch to be purchased at Xylem and take advantage of the free delivery. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Troy Larson also has requested the purchase of a power washer. Pam Bruner will speak with the Road Commissioner to see if she has one which could be shared. If not, JoAnne Boone, made a motion, seconded by Gary Hanna, authorizing the expenditure of approximately \$350 to purchase a power washer for the Cemetery. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cemetery Committee will need to begin meeting on a regular basis to discuss and decide about software purchasing, record keeping, deeds, maps and many other topics which pertain to the operation of the Cemetery. Jon requested that the Cemetery Committee meet immediately before the next regular Board meeting on August 18. Pam

will issue herself a Cemetery Permit because occasionally she will need to be at the Cemetery at night.

Civic Center Report: Pam Bruner, Civic Center Manager, submitted a written report for the Board. Supervisor Kavanaugh stated that the Township cannot dispose of their obsolete computers at e-waste facilities. The State will have to authorize the disposal because any thing with a hard drive must first be checked by the State. Printers and copy machines can be taken to the e-waste facility, however.

Supervisor Kavanaugh authorized Pam to speak to Exelon about the storage of their ping pong table. If necessary, the Township would be happy to find a place to store it for them. A waiver releasing the Township from responsibility for any damage received during storage will have to be signed, however.

Gary Hanna, made a motion, seconded by Jon Kavanaugh, authorizing the purchase of 50 new tables and 4 storage carts for the Civic Center from Competitive Edge Products, Inc. for a total of \$5,156.64. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Jon Kavanaugh, made a motion, seconded by Bill Burns, Jr., authorizing Pam Bruner to advertise and sell the old Civic Center tables for either \$15 or \$5 each depending on condition. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Board authorized Pam Bruner to contact local electricians about the purchase and installation of a new light fixture for the women's bathroom.

Weaver Contracting Company submitted a painting bid for doors and columns at the Civic Center. Pam was asked to verify whether the paint would be sprayed on the doors. Jon Kavanaugh, made a motion, seconded by JoAnne Boone, authorizing the expenditure of \$1,120 for Weaver Contracting to do the painting at the Civic Center. Ayes: Boone, Burns, 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.

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

Youth Committee: JoAnne Boone reported that Kevin Saathoff has volunteered to teach free youth and adult self-defense lessons in the fall. Supervisor asked JoAnne to make sure Kevin is certified and find out when he could teach the lessons. Class participants will be asked to sign waivers.

New Business:

Auditor: Kim Hoffman, auditor from Timmer and Associates, was not able to be in attendance tonight due to the power outage at their Rock Island office.

Civic Center Manager's Salary: The Board discussed the Civic Center Manager's salary. JoAnne Boone, made a motion, seconded by Bill Burns, Jr., authorizing an across the board 3% increase for Pam Bruner's Civic Center Manager wages retroactive to April 1, 2008. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Salaries: Supervisor Kavanaugh stated that four years ago the Supervisor and Trustees took cuts in wages, and he would like to see a percentage increase in both rates of pay for the next four-year term. Due to the increased workload for these jobs, he would like to recommend the monthly wage for Trustees be raised from \$50 to \$100 and the \$2,000 added back into the Supervisor's salary. The Township Clerk's position was also discussed. The Clerk suggested separating the bookkeeping position from the clerk's position. The clerk's position is an elected position; the bookkeeping position is not. At some point it might be a good idea to have a second person hired to do all or a portion of the bookkeeping job. Currently only one person knows how to do the bookkeeping job which covers six companies. Jon asked everyone to think about what was discussed, and further discussion will take place at next month's meeting.

Supervisor's Comments: Supervisor Kavanaugh distributed copies of a Rock Island County Board Resolution to the Board members. This resolution opposes the creation of an Erie Park Board District which includes the Exelon Nuclear Power Plant in Cordova. Jon would like to get permission to use the format of this resolution to create a resolution which Cordova Township could also adopt. He will also talk to the attorney to find out how to word the park district question on our local ballot. Supervisor Kavanaugh asked the Board if they could meet again before the next regular meeting to continue working on this possible resolution.

Jon stated that the auditor had caught an error regarding our accounts at the First Trust & Savings Bank in Albany. Our accounts there were to be guaranteed with a Pledge of Securities, and the auditor found that the bank had not done the paperwork for that coverage. It has now been corrected.

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 JoAnne Boone, to postpone this meeting to a date yet to be determined but to be held before the next regularly scheduled meeting on August 18. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Meeting adjourned at 8:55 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk