

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING  
November 16, 2015 – 7 p.m.  
Cordova Township Office  
Approved December 21, 2015

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 November 16, 2015.

Present: Supervisor Jon Kavanaugh, Bonnie Hanna, JoAnne Boone, Robert Coers and Morris McLaughlin, Trustees.

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

Supervisor Kavanaugh led The Pledge of Allegiance.

Bonnie Hanna made a motion, seconded by Jon Kavanaugh, to approve the October 19, 2015, Cordova Township Regular Monthly Minutes as presented. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. Robert Coers: Abstained. No's: none. Motion carried.

**Communications:**

**November 8-10, TOI Education Conference—Springfield:** Trustee Hanna thought the TOI Conference was good; she commented that Speaker of the House of Representatives Michael Madigan spoke to the attendees. Deputy Clerk Bruner thought the training was also good and had received some usable information. Supervisor Kavanaugh enjoyed the question and answer sessions on township government; he thought the prevailing wage information was informative. Jon encourages everyone to talk to their government officials and try to keep up-to-date on current government events. Everyone was proud to hear that the Filbert's had won the mirror ball dance trophy, too!

**Ann's Helping Hands:** The Clerk read a thank you from Ann's Helping Hands for the Township's recent donation for food baskets.

**RHS Baseball Donation Request:** No activity was made by the Board.

**Citizens Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for October, 2015, were reviewed. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve for payment the October, 2015, Road District bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for October, 2015, were reviewed. Robert Coers made a motion, seconded by JoAnne Boone, to approve for payment the October,

2015, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for October, 2015, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve the General Assistance financials for October, 2015. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for October, 2015, were reviewed. JoAnne Boone, made a motion, seconded by Jon Kavanaugh, to approve for payment the Civic Center bills as presented for October, 2015. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for October, 2015, were reviewed. Robert Coers made a motion, seconded by Bonnie Hanna, to approve the Cemetery statements of revenue and expenses for October, 2015. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

### **Old Business, Discussion and Approval Motions:**

**Cemetery Report:** Kristie Guardia, Cemetery Manager, explained that the McRoberts' Trust had a deed transfer and was charged \$25 for this transaction.

**Rules and Regulations:** Discussion of the Cemetery Rules and Regulations will continue at future meetings.

Kristie reported that she has not yet heard back from the Klins regarding a new selection of grave sites. Also, there has not been a response from the Morthlands.

**Civic Center Report:** Pam Bruner, Civic Center Manager, had submitted a written report to the Board. Pam reported that she had received a total of four applications for the janitorial and Civic Center Manager positions. Interviews will be arranged; Board members are encouraged to attend the interviews.

**Convert Bay/Work Area in Garage for Storage and Possible Office:** Assessor Charles Tague told the MTAD Board today that he has obtained a bid of \$9,800 for the conversion bid for the MTAD office in the Road & Bridge District bay area. Travis Corson will be here at 2 p.m. tomorrow to discuss the planning with the Assessor. Supervisor Kavanaugh will also attend the meeting and would like to have Travis submit a bid for the Township's conversion of the storage area. Jon encouraged all Board members to attend. Road Commissioner Filbert stated that she will draft the Intergovernmental Agreement between MTAD and the Road District.

**Power Wash Building:** Pam has contacted a company to power wash the Civic Center. This will take place in the spring.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. Chris had nothing else to report.

**Youth Committee:** No report.

**Senior Committee:** No report.

**Cordova Park Board:** The next Park Board Meeting will be held November 18 at 6:30 p.m.

**Executive Session:** Not needed.

**New Business:**

**2016 Levy:** Supervisor Kavanaugh asked the Board if there were any changes in the 2016 Levy. There were none. The Levy will be voted upon at the December meeting.

**Supervisor's Comments:** Nothing additional.

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

**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 7:45 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk