

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

January 18, 2016 – 7 p.m.
Cordova Township Office
Approved February 15, 2016

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 January 18, 2016.

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

Also present: Sandy Gustafson, Clerk, Pam Bruner, Deputy Clerk, Holly Rogers, Civic Center Manager, Kristie Guardia, Cemetery Manager, Chris Filbert, Road Commissioner, Don Larson, Cordova Park Board, Margaret Bennett, Cordova Park Board and Jake Elgersma.

Supervisor Kavanaugh led The Pledge of Allegiance.

Robert Coers made a motion, seconded by Bonnie Hanna, to approve the December 21, 2015, Cordova Township Regular Monthly Minutes as presented. Ayes: Coers, Hanna, McLaughlin and Kavanaugh. JoAnne Boone: Abstained. No's: none. Motion carried.

Communications:

First Baptist Church: Thank You for donation to the Community Food Basket Project.

Ann's Helping Hands, Inc : Information on February 6, 2016 Valentine Bingo Fund Raiser.

Citizens Wishing to Address the Board:

Don Larson, Cordova Park Board: Addressed the Township board and stated that everyone was doing a great job and to keep up the good work. There was discussion about the Cordova Township Park boundaries and who had responsibility for maintaining these areas. Jon Kavanaugh stated that we had reached a point that the park area needs to be turned over to the Cordova Township Park Board and that we had to call a special town meeting with a very specific agenda to discuss the turn over of the park. Jon stated that we would have to notify the public of the upcoming change before the meeting could be held and would do this through newsletter and postings. He also stated we would not have time to make this part of the Annual Town Meeting Agenda due to the timing.

Don Larson stated that the Township board just needs to define those boarders and communicate them to the Park Board and he did not foresee any issues with acceptance. Discussion was left that the Cordova Township Board would put a diagram together and get legal descriptions of the land. There was discussion that the open field to the north would be kept as open area for future expansion. Language in the transfer to include that if the Cordova Township Park Board was decommissioned that the park property would revert back to the ownership of the Cordova Township.

Approval of Bills/Financial Reports:

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

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

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

The Cordova Cemetery statements of revenue and expenses for December, 2015, were reviewed. JoAnne Boone made a motion, seconded by Robert Coers, to approve the Cemetery statements of revenue and expenses for December, 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, had submitted a written report to the Board. Kristie reported that she has not yet heard back from the Kline's regarding a new selection of grave sites. Also, there has not been a response from the Morthland's.

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

Bid Notice for 2016 Cemetery Lawn Care/Maintenance Contract: An add had been placed in the paper for bids for the 2016 Lawn Care season. Bids are to be opened at the February 15, 2016 Township Meeting.

Civic Center Report: Pam Bruner, Civic Center Manager, had submitted a written report to the Board. Holly Rogers was introduced as the new Civic Center Manager.

Convert Bay/Work Area in Garage for Storage and Possible Office: A bid was received and accepted at the December meeting from Travis Corson for the Civic Center storage area conversion for the amount of \$7,075.00. Work is to begin the last week of January and once work begins they will stick with the job until complete.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report to the Board. Road Commissioner Filbert also added that the lights on the bridge by Exelon are out. Exelon will be replacing the lights this spring with led lights.

Youth Committee: There was discussion about the offering of youth programs for the Summer months. Discussion of ideas for the youth as well as bussing being offered to events was discussed. Programs of interest are: Frisbee golf lessons, tennis lessons, swim lessons, fitness program, roller skating, trampoline park and a boater safety course. Information will be presented at future meetings for funding approval.

Senior Committee: No report.

Executive Session: Not needed.

New Business:

Annual Town Meeting Agenda: Discussion on the agenda concluded with following the same agenda as the 2015 Annual Town Meeting. This will be approved at the March Township Meeting.

New Safety Deposit Box: Jon Kavanaugh made a motion, seconded by Robert Coers, to get a safety deposit box at First Trust & Savings Bank and close the current safety deposit box at Port Byron State Bank. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Scholarship Deadline - Was stated that the information would be the same as previous years and the Township Clerk will contact the schools.

Oath of Office- Pam Bruner took the oath of office for Township Clerk given by the retiring Township Clerk Sandy Gustafson.

Oath for Transfer of Records- Sandy Gustafson declared the oath for the transfer of records to Pam Bruner the new Township Clerk. Sandy Gustafson was honored with a token of appreciation from the Township Officials and Managers for her years of service and dedication.

Supervisor's Comments: Nothing additional.

Any other business to come before the Board that will be added on next month's agenda: Mosquito Abatement and concerns of the Zika Virus, Park Intergovernmental Agreement, Pay Increases for 2016.

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 8:03 p.m.

Respectfully submitted

Pam Bruner, Cordova Township Clerk