

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING  
January 19, 2009 – 7 p.m.  
Cordova Township Office

Approved February 16, 2009

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 19, 2009.

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 Gary Hanna, to approve the December minutes of the Cordova Township Regular Meeting. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

Sandra Gustafson, Cordova Township Clerk, read a thank note from Betty Allen for receiving a Christmas basket.

The Board received two requests for donation; one for the Riverdale Project Graduation and another for the Riverdale High School Prom. After discussion, Gary Hanna made a motion, seconded by Morris McLaughlin, to donate \$100 to the Riverdale Project Graduation. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Citizen's Wishing to Address the Board:** None.

**Approval of Bills/Financial Reports:**

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

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

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

The Cordova Cemetery statements of revenue and expenses for December, 2008, were reviewed. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue for December, 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. The audit process continues to go well. A request has been made to allow a second urn to be buried on an existing grave. There are no Illinois statutes that prevent this. Jon Kavanaugh made a motion, seconded by Bill Burns, Jr., to allow the burial fees to remain the same for both resident and non-resident when a second urn is being buried in the same grave with another, to follow the same standard burial procedures and costs and also work with a funeral home. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Board discussed what to do with the headstone when another person is buried in the same grave. The existing headstone may be changed to have another name added or a new headstone may be created and set where the original headstone was originally placed. An additional headstone—one for each person--will not be allowed.

Pam will continue to work on compiling a list of rules, policies and prices obtained from her research of other cemeteries. This compilation will be provided to the Board in next month's packets.

**Civic Center Report:** Pam Bruner, Civic Center Manager, submitted a written report for the Board. Pam still has not been able to get a quote for the replacement of lights in the women's bathroom. Gary Hanna mentioned that he knew an electrician who probably would be able to do this work. Pam is also working on new contracts for the Civic Center which she will submit for review to the Board next month.

**Police Report:** None.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. Chris Filbert had no additional comments.

**Youth Committee:** No report.

**Cordova Township Park District:** Supervisor Kavanaugh announced that he had received communication from the attorney stating that the safest way to proceed on creating our own park district is to follow the general election procedures for the creation of any township park district. That involves circulating a petition and obtaining 100 signatures from legal voters within the township. The petition would be addressed to the circuit court. The petition would be filed with the clerk of the circuit court asking that a public hearing be held on not less than 30 days or more than 180 days from the date of filing of the petition and hearing request. A notice of the public hearing has to be published in the newspaper. The circuit judge has to find, after the public hearing, that the petition meets the requirements of the statutes and that the boundaries as defined in the petition are reasonable. He then submits his order to the county clerk to place the matter on the ballot. The clerk then proceeds according to the general election law. The problem now is that we do not have enough time to accomplish this procedure before the April election. The attorney recommends that we follow this procedure even though it means a time delay in getting started. The next election, which would be applicable for us is February, 2010.

Supervisor Kavanaugh stated that any future park district should be under local control with direct access from and influence by our local residents. This will also help to keep costs down. A township park district is governed by either a three- or five-person board who is voted in or a seven person appointed board. If Erie should get their park district passed before we do, then we can de-annex from Erie. Jon feels we should begin the process to create our own park district. We must decide how we should handle our existing park. Chris Filbert has done an excellent job with it over the years, and now we must talk about what decisions should be made about transferring it over to another board. The question of what about the bike path also came up. Jon will contact the attorney and tell him to continue moving forward with the park district formation. The attorney will draw up a resolution.

**Township Winter Training—February:** The Clerk asked the Board for any date conflicts they might have in the month of February for the rescheduling of the Township Winter Training. These will be reported to Charles Tague.

### **New Business:**

**Timmer and Associates:** An audit contract for the fiscal years of 2009 and 2010 was received from Timmer and Associates. The cost of the audits will be \$2,975 and \$3,125 respectively. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to continue to hire Timmer and Associates for auditing for 2009 and 2010. Ayes: Boone, Burns, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Closed Minutes:** Jon reminded the Board that we have closed meeting minutes to review. He asked for two volunteers to review these minutes and report back to the Board at next month's meeting if the minutes need to remain closed or can be opened. JoAnne Boone and Morris McLaughlin said they would do this. They agreed to come at 6:30 on February 16 to review the minutes.

**Senior Committee:** Mary Jane McCorkle will conduct the first Senior Committee meeting on January 29, at 10 a.m. at her home. The meeting will be organizational in nature and brainstorming will take place. The overall purpose of the Senior Committee is to reduce the sense of isolation among seniors. Mary Jane will work with Pam Bruner to coordinate events; weekday events are encouraged, so as not to interfere with rental activities at the Civic Center. The Senior Committee will not have to do fundraising, as the Town Fund will provide \$1,000 in funding.

**Supervisor's Comments:** Supervisor Kavanaugh mentioned that he talked to HyVee, and they will continue to work with the Township on the Senior Grocery program. HyVee stated that steady orders are coming in, and they feel the program is working smoothly.

Jon also commented how disappointed he was with the news from the attorney regarding the information about the creation of the park district and the length of time it will now take.

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

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

Meeting adjourned at 8:20 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk