

MINUTES CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

July 20, 2009 – 7 p.m.  
Cordova Township Office

Approved August 17, 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 July 20, 2009.

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

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

Supervisor Kavanaugh led the Pledge of Allegiance.

Gary Hanna, made a motion, seconded by Morris McLaughlin, to approve the June 15, 2009, minutes of the Cordova Township and Road District Meeting Minutes—Public Hearing for Budget and Appropriations. Ayes: Boone, Coers, McLaughlin and Kavanaugh. No's: none. Motion carried.

JoAnne Boone, made a motion, seconded by Robert Coers, to approve the June 15, 2009, minutes of the Cordova Township Regular Monthly Meeting Minutes. Ayes: Boone, Coers, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

- A. TOI Trustees Conference:** Morris McLaughlin and Robert Coers expressed an interest in attending this conference on August 29. The Clerk will contact them by August 12 to see if they are still interested and then get them registered.
- B. Annual Treasurer's Reports—Cordova Township and Road District:** Copies of these reports were included in the Board packets.
- C. Citizen's Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

Morris McLaughlin stated that he would like to see more detail given on the Hale Construction invoices for Road and Bridge. Road Commissioner Filbert said she would include a note to this effect with their recent payment.

The Road District statements of revenue and expenses for June, 2009, were reviewed. Robert Coers made a motion, seconded by Morris McLaughlin, to approve the June, 2009, Road District bills as presented. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for June, 2009, were reviewed. Gary Hanna, made a motion, seconded by JoAnne Boone, to approve for payment the June, 2009, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue and expenses for June, 2009, were reviewed. Morris McLaughlin, made a motion, seconded by JoAnne Boone, to accept the June, 2009, General Assistance financial report as presented. There were no bills submitted for payment. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for June, 2009, were reviewed. Gary Hanna, made a motion, seconded by Robert Coers, to approve for payment the Civic Center bills as presented for June, 2009. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for June, 2009, were reviewed. Robert Coers, made a motion, seconded by Gary Hanna, to approve the Cemetery statements of revenue for June, 2009. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

### **Old Business:**

**Cemetery Report:** Pam Bruner, Cemetery Manager, submitted a written report to the Board. Pam stated that she had received two letters of interest for the Cemetery Caretaker position. Steimle's had been contacted about taking on additional duties at the Cemetery, but they were uncertain if they had enough manpower for the task.

Jon Kavanaugh, made a motion, seconded by Robert Coers, to give Pam authorization to conduct interviews for the Cemetery Caretaker position. Morris McLaughlin will also be present for the interviews. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Civic Center Report:** Pam Bruner, Civic Center Manager, submitted a written report for the Board.

1. **Painting Bids:** Kris Kakavas submitted painting bids split out by individual projects for the Civic Center. The Board received copies of these bids; these will be discussed again at next month's Board meeting. It is important that the building maintenance be kept up to date. Jon noted that the Prevailing Wage Act is included in the painting bid.

2. **Bathroom Project:** The Board agrees that both bathrooms need remodeling starting with the women's bathroom first. To date, Pam has not received any bids. Chris Filbert suggested calling Flicks for a free estimate which would provide at least a starting amount. Pam will call Flicks.
3. **Furnace System:** No bids have been received on the furnace system. Young's bid should be received this week. Pam is also going to call MidAmerican for a free energy audit for the Civic Center.

The Board will discuss bids for the Civic Center projects at next Board meeting.

**Police Report:** Chief Wallen submitted a written police report. The financial report from the Village was not submitted. Jon will contact Mayor Van Hooreweghe about getting that report to the Township Board for each monthly meeting.

**Road Commissioner's Report:** Road Commissioner Filbert had submitted a written report to the Board. She stated that she had contacted TOIRMA regarding the recent vandalism to the Park Pavilion floor. TOIRMA will be reimbursing Road and Bridge \$2,500 for this vandalism. Chris also reported that the seal coating has been completed. She was asked if trash along the right-of-ways was still a problem. She said yes and that they recently had to remove two TVs and a stove.

#### **Community:**

**Youth Committee:** Pam stated that she would like to try planning activities for three months at a time. She suggested having an activity sign-up sheet, a minimum number of registrants per each activity and class cancellation if the minimum number is not met. She would also like to be able to send marketing materials out to students/parents through the schools. This method would at least reach children and their parents. She will also continue to utilize The Review, Cordova Library Newsletter and the Cordova Township Newsletter to advertise the future programs.

**Senior Committee:** Cordova Library has a Wii. It was discussed trying to develop programs for both youth and seniors utilizing various Wii activities.

**Cordova Township Park District:** Supervisor Kavanaugh has received the petition from the attorney. The attorney has now verified that this issue must go on the General Election ballot in November, 2010. Jon asked the attorney to provide us with an exact timeline to use as a guide, so the Township can comply with various deadlines that must be met. We need to get the word out about the formation of a Park District Board and try to get people interested in running for that Board. It was mentioned that the Cordova Bike Path portion would be turned over to Cordova Township in 2012.

**Prevailing Wage Ordinance—Bids and proposals should contain correct language stating that the bid/proposal is in compliance with the Prevailing Wage Act:** Supervisor Kavanaugh stated that bids and contracts received for Cordova Township and the Road District must contain the Prevailing Wage Act regulations.

Jon Kavanaugh, made a motion, seconded by Robert Coers, to require that all Cordova Township and Cordova Road District bids and contracts indicate that the bid/contract is compliant with the current Prevailing Wage Act regulations. This motion also has Road Commissioner Chris Filbert's approval. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**New Business:**

**Supervisor's Comments:** Supervisor Kavanaugh stated that he had nothing additional to add.

**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 Jon Kavanaugh, to adjourn this meeting. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Meeting adjourned at 8 p.m.

Respectfully submitted

Sandra Gustafson, Cordova Township Clerk