

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
April 18, 2016 – 7 p.m.
Cordova Township Office
Approved May 16, 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 April 18, 2016.

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

Also present: Pam Bruner, Clerk, Holly Rogers, Civic Center Manager, Kristie Guardia, Cemetery Manager, Chris Filbert, Road Commissioner.

Supervisor Kavanaugh led The Pledge of Allegiance.

Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve the April 18, 2016, Cordova Township Regular Monthly Minutes as presented. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Communications:

Bonnie Hanna made a motion, seconded by JoAnne Boone, to approve splitting the cost of an ad with the Road District for the 75th Anniversary Township Perspective \$75.00 each. Ayes: Boone, Hanna, McLaughlin, Kavanaugh. No's: none. Motion carried.

Citizens Wishing to Address the Board:

None

Approval of Bills/Financial Reports:

The Road District statements of revenue and expenses for March, 2016, were reviewed. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to approve for payment the April, 2016, Road District bills. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for March, 2016, were reviewed. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve for payment the April, 2016, Town Fund bills. Ayes: Boone, Boone, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for March, 2016, were reviewed. JoAnne Boone made a motion, seconded by Bonnie Hanna, to approve the General Assistance financials for April, 2016. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for March, 2016, were reviewed. Jon Kavanaugh, made a motion, seconded by Bonnie Hanna, to approve for payment the Civic Center bills as presented for April, 2016. Ayes: Boone, Boone, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for March, 2016, were reviewed. Morris McLaughlin made a motion, seconded by Jon Kavanaugh, to approve the Cemetery statements of revenue and expenses for April, 2016. Ayes: Boone, 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 the Kline's have picked out plots to replace the previously owned plots. The board would like to look at all options for the flag pole project and get input from the Legion. Morris McLaughlin with contact the Legion and discuss the project with them.

JoAnne Boone made a motion, seconded by Morris McLaughlin to approve the bid for \$2,539.00 to replace the Assessor's desk and the Cemetery Manager will get his old desk as well as his office space in the Township office. The glass on the desk will stay on the Cemetery Manager's desk. Ayes: Boone, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

Jon Kavanaugh made a motion, seconded by JoAnne Boone to approve the purchase of a lap top computer for the Cemetery Manager at a cost of \$692.00 to J& R PC. The quote shows balance must be received in 10 day's. Ayes: Boone, Hanna, McLaughlin, and Kavanaugh. No's: none. Motion carried.

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

Civic Center Report: Holly Rogers, Civic Center Manager, had submitted a written report to the Board.

Carpet Bid for Stage, Office, and Coat Room: Waiting for an updated carpet bid due to changes made on last bid.

Parking Lot Lighting: Holly is still waiting for a current bid on the lighting project.

Road Commissioner's Report: Road Commissioner Filbert had submitted a written report to the Board. Jon Kavanaugh added that last year on the TOI Rebate that the full amount was deposited to the Town Fund and that this years rebate would be deposited in full to the Road and Bridge fund. The TOI refund for 2017 will be split between the two as in previous years.

Youth Committee: No report.

Senior Committee: No report.

Executive Session: Not needed.

New Business:

Resolution XII Park Area: Jon Kavanaugh informed the board that the resolution passed at the Annual Town Meeting and the next step would be to have the land surveyed. Jon will contact the survey company.

Riverdale and Erie Scholarship Applications: A vote was taken by the board after review of the applications and the winners of the Township Scholarship for Erie was Heather Coers and for Riverdale the winner was Jessica Short.

Supervisor's Comments: Jon Kavanaugh stated the budgets needed to be reviewed and any final changes made. He also stated that he would be absent for the May 16, 2016 meeting and someone would need to conduct the meeting for him.

Any other business to come before the Board that will be added on next month's agenda: Budget, Prevailing Wage.

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

Meeting adjourned at 8:11 p.m.

Respectfully submitted

Pam Bruner, Cordova Township Clerk