

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
August 15, 2022 – 7:00 pm.
Cordova Township Office

Approved September 19, 2019

Supervisor Holly Rogers called the regular monthly meeting of the Cordova Township Board of Trustees to order at 7:00 p.m. in the Cordova Township Office on August 15, 2022.

Roll Call: Supervisor Holly Rogers, Bruner, C. Neumiller, and Zwicker-Johnston, Trustees. All present. Trustee L. Neumiller – absent.

Also, present: Pam Bruner, Clerk, Crystal Beale, Civic Center Manager, Kristie Guardia, Cemetery Manager, Bryan Minor of Rivercrest Landscape.

Supervisor Holly Rogers led the Pledge of Allegiance.

Celine Neumiller made a motion, seconded by Amy Zwicker-Johnston, to approve the July 18, 2022, Cordova Regular Meeting Minutes. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

Communications:

Citizens Wishing to Address Board: None.

Approval of Bills/Financial Reports:

The Road District statements of revenue and expenses for August 2022, were reviewed. Dean Bruner made a motion, seconded by Holly Rogers, to approve for payment the August 2022, Road District bills. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for August 2022, were reviewed. Dean Bruner made a motion, seconded by Celine Neumiller, to approve for payment the August 2022, Town Fund bills. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

The General Assistance statements of revenue for August 2022, were reviewed. Amy Zwicker-Johnston made a motion, seconded by Holly Rogers, to approve the General Assistance bills for August 2022. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for August 2022 were reviewed. Holly Rogers, made a motion, seconded by Amy Zwicker-Johnston, to approve for payment the Civic Center bills as presented for August 2022. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for August 2022, were reviewed. Dean Bruner made a motion, seconded by Amy Zwicker-Johnston, to approve the Cemetery statements of revenue and expenses for August 2022. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

Old Business, Discussion and Approval Motions:

Cemetery Report: Kristie Guardia, Cemetery Manager, submitted a report.

Agenda Items:

- 1. Replace current benches to aluminum or something more durable-**
Discussion ensued about the twenty-five benches needing replacement. The Board agreed that the benches need to be replaced. Reducing the number of benches was discussed and the Board requested a bid for the cost.
- 2. Quote for front planter-**
The front planter has been in discussion for the past year. The Board has requested a bid to take out current vegetation and replace with minimal maintenance plants and river rock so it can be more easily maintained.
- 3. Gazebo- Address benches, dry rotting wood, stain after repairs**
Kristie inspected the Gazebo and determined that it has a type of fungus growth and needs to be power washed and re-stained. The Board requested a bid to power wash and stain.
- 4. Columbarium – Quote or drawing of Cremation Garden Area-**
Discussion ensued about the Cremation Garden area. Kristie has lined up Sterling Monument to come to the September board meeting and discuss plans and ideas that the Board would like to see in the garden. Board members are to send questions to Kristie ahead of the September meeting to be discussed.

Also discussed was the need to send lawn care bids out earlier and see if we can have an intergovernmental agreement with the Park Board to bid the lawn care together.

Civic Center Report:

Agenda Items:

- 1. Vacuum Quote- Motion to Approve**
Crystal let the Board know what type of vacuum they wanted. Holly Rogers made a motion, seconded by Dean Bruner, to approve the amount of \$553.32 for a Proforce 1500/heap filter Vacuum. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.
- 2. Pest Control Quote- Motion to Approve**
The Board reviewed the quotes presented. Dean Bruner made a motion, seconded by Amy Zwicker-Johnston, to approve the quarterly quote of \$115. Work to start once the building is power washed. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

3. Building Power Washing- Motion to Approve-

Discussion ensued about the power washing quotes. Holly Rogers made a motion, seconded by Celine Neumiller to approve the not to exceed amount of \$775 to the company that can be the first to get the building washed. The instructed Crystal that the company must provide proof of Insurance and be bonded. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

4. Carpet Cleaning Quote- Motion to Approve-

No quote provided.

5. Civic Center Sign-

Discussion ensued over the condition of the current sign. Also, discussed was talking the Park Bord and see if we could come to an agreement to use the led sign and eliminate the brick sign.

6. Gutter Bids- Motion to Approve-

The Board reviewed the bids. It was discussed that the work needs to happen before the Winter season. Dean Bruner, made a motion, seconded by Amy Zwicker-Johnston to approve the bid for \$2,221 from S&S. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

7. Ideas for Security Deposit Increase, changing rules to eliminate open flames-

Discussion ensued about the need to increase the security deposit as well as eliminate open flames. There have been many events as of late that have left waxy residue due to unattended open flames. The rules will be updated for final review.

Highway Commissioner's Report: Highway Commissioner Stratton had submitted a written report to the Board.

Youth Committee: No Activity -

Senior Committee: No Activity- Next Senior Lunch November 4, 2022

Executive Session: Not needed.

New Business:

Fall Newsletter: Deadline for the Fall newsletter will be September 19. Information will be needed on Dumpster Day, Flu Shot Clinic, Senior Lunch.

Sexual Harassment Training: Mandatory training will be before the next regularly scheduled meeting on September 19th. Pizza will be provided, and training will start at 6:00.

Levy Discussion: Levy will be voted on in November.

Parking Lot Project: No added information currently.

Supervisor's Comments: Discussed SB 3789 and determined that we need more information and that maybe November Conference will have more information.

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

Adjournment:

Holly Rogers made a motion, seconded by Amy Zwicker-Johnston, to adjourn this meeting. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Pam Bruner, Cordova Township Clerk