

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

February 20, 2017 – 7 p.m.

Cordova Township Office

Approved March 20, 2017

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 February 20, 2017.

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

Also present: Pam Bruner, Clerk, Kristie Guardia, Cemetery Manager, and Chris Filbert, Highway Commissioner, and citizen Celine Neumiller.

Supervisor Kavanaugh led The Pledge of Allegiance.

Bonnie Hanna made a motion, seconded by Robert Coers, to approve the January 16, 2017, Cordova Township Regular Monthly Minutes as presented. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

First Baptist Church  
TOI Topics Day  
Illinois Public Risk Fund  
Great River Tug Fest

No action was taken on any of the communications.

**Citizens Wishing to Address the Board:** None

**Approval of Bills/Financial Reports:**

The Road District statements of revenue and expenses for January, 2017, were reviewed. Robert Coers made a motion, seconded by JoAnne Boone, to approve for payment the January, 2017, Road District bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for January, 2017, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve for payment the January, 2017, Town Fund bills. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The General Assistance statements of revenue for January, 2017, were reviewed. Robert Coers made a motion, seconded by Morris McLaughlin, to approve the General Assistance

financials for January, 2017. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for January, 2017, were reviewed. JoAnne Boone, made a motion, seconded by Jon Kavanaugh, to approve for payment the Civic Center bills as presented for January, 2017. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for January, 2017, were reviewed. Bonnie Hanna made a motion, seconded by Robert Coers, to approve the Cemetery statements of revenue and expenses for January, 2017. 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.

**2017 Cemetery Lawn Care/Maintenance Contract Bid:** Legal was consulted for the bids as one of the bids was for Ken McCool. Legal stated that Ken McCool is running for the office of Road Commissioner and was not eligible to put a bid in for the lawn contract. Ken McCool did not withdraw his bid. Two bids were opened at the meeting. One for Ken McCool for the amount of \$700.00 per week mowing and \$125.00 per week for caretaker duties. The second bid was for Freelance Land Scaping for the amount of \$655.00 per week mowing and \$90.00 per week caretaking. Jon Kavanaugh made a motion, seconded by Morris McLaughlin, to accept the bid from Freelance Land Scaping for the amount of \$655.00 per mowing and \$90.00 a week for caretaking for the 2017 Lawn/Maintenance contract. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Compensation for the Manager to assume responsibility of painting placement markers.** It was determined that there are 725 markers and discussion would continue at the March meeting on how to compensate the Manager.

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

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

**Youth Committee:** No report.

**Senior Committee:** No report.

**Executive Session:** Not needed.

**New Business:**

**Annual Town Meeting Agenda:** Approval to be made at March meeting.

**Park Transfer:** Next Park Board Meeting is March 22, 2017 at 6:00pm.

**Hoffman & Tranel contract for 2016/2017 Fiscal Year Audit:** Jon Kavanaugh made a motion , seconded by Bonnie Hanna, to accept the offer from Hoffman & Tranel for the amount of \$4,495.00 for the financial audit. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Tentative Budget:** Bonnie Hanna made a motion , seconded by JoAnne Boone, to leave a line item on the budget for fiscal year 2017-2018 to repay overpayment on Replacement Tax. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Payroll Increase for 2017 Civic Center and Cemetery staff effective April 1, 2017:**  
Put on March Agenda.

**Supervisor's Comments:** Jon stated that Park Board will be moving forward with the transfer.

**Any other business to come before the Board that will be added on next month's agenda:** Annual Town Meeting Agenda, Salaries for 2017, Tentative Budget

**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 7:53p.m.

Respectfully submitted

Pam Bruner, Cordova Township Clerk