

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING
January 15, 2018 – 7:00 pm.
Cordova Township Office

Approved February 19, 2018

Supervisor Morris McLaughlin called the regular monthly meeting of the Cordova Township Board of Trustees to order at 7:00 pm. in the Cordova Township Office on January 15, 2018.

Roll Call: Supervisor Morris McLaughlin, Robert Coers-absent, Sandra Gustafson, Bonnie Hanna, and Celine Neumiller, Trustees.

Also present: Pam Bruner, Clerk, Holly Rogers, Civic Center Manager, James Stratton, Highway Commissioner, and Karen Lonergan, Cordova Library Director.

Supervisor Morris McLaughlin led the Pledge at the previous meetings.

Bonnie Hanna made a motion, seconded by Sandra Gustafson, to approve the December 18, 2017, Cordova Township Regular Meeting Minutes. Ayes: Gustafson, Hanna, McLaughlin, and Neumiller. No's: none. Motion carried.

Bonnie Hanna made a motion, seconded by Morris McLaughlin, to approve the December 18, 2017, Cordova Township Tax Levy Hearing. Ayes: Gustafson, Hanna, McLaughlin, and Neumiller. No's: none. Motion carried.

Bonnie Hanna made a motion, seconded by Morris McLaughlin, to approve the December 18, 2017, Cordova Road and Bridge Tax Levy Hearing. Ayes: Gustafson, Hanna, McLaughlin, and Neumiller. No's: none. Motion carried.

Communications:

Citizens Wishing to Address the Board: Karen Lonergan addressed the Board to introduce herself as the new Director for the Cordova Library. She stated that she is excited about her new position and would like to work with the Township to present programs to the community as joint events.

Approval of Bills/Financial Reports:

The Road District statements of revenue and expenses for January, 2018, were reviewed. Sandra Gustafson made a motion, seconded by Bonnie Hanna, to approve for payment the January, 2018, Road District bills. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

The Town Fund statements of revenue and expenses for January, 2018, were reviewed. Sandra Gustafson made a motion, seconded by Celine Neumiller, to approve for payment the

January, 2018, Town Fund bills. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

The General Assistance statements of revenue for January, 2018, were reviewed. Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve the General Assistance financial s for January, 2018. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

The Civic Center statements of revenue and expenses for January, 2018 were reviewed. Sandy Gustafson, made a motion, seconded by Celine Neumiller, to approve for payment the Civic Center bills as presented for January, 2018. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

The Cordova Cemetery statements of revenue and expenses for January, 2018, were reviewed. Sandra Gustafson made a motion, seconded by Bonnie Hanna, to approve the Cemetery statements of revenue and expenses for January, 2018. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

Old Business, Discussion and Approval Motions:

Cemetery Report: Kristie Guardia, Cemetery Manager, was not present for the meeting. Discussion ensued about the responsibility of the flag. The Cordova Legion had requested that they be responsible for the raising and lowering of the flag. A policy was to be devised as to how it would be handled, but on further investigation the board feels it should be the responsibility of the Cemetery Manager. Ultimately the Township is responsible for all flag raising and lowering for Holiday's as well as Governor and Presidential orders. The only way to make sure that happens is to have the Cemetery Manager be responsible.

Civic Center Report: Holly Rogers, Civic Center Manager, had submitted a written report to the Board. Discussion ensued over the idea to update the Civic Center decor. Celine Neumiller will contact a decorator and set up a meeting.

Also discussed was the need for marketing and possible use of Facebook to promote the Civic Center.

Highway Commissioner's Report: Highway Commissioner Stratton had submitted a written report to the Board. Jim stated that he had met with the County Engineer and had discussed the bridge issues. Commissioner Stratton will be working on bids for a building.

Youth Committee: No report.

Senior Committee: No report.

Executive Session: Not needed.

New Business:

Budget Adjustments for 2017-2018 Budget: Morris McLaughlin stated that we need to revise the budgets and he will be working on this as it needs to be done before the end of the fiscal year in March 2018.

Exelon Tax Agreement: The Board is waiting to receive updated Exelon Tax Agreement.

2018 Pay Increases: Bonnie Hanna made a motion, seconded by Celine Neumiller, to approve the pay increases effective April 1, 2018 as presented for Cemetery Manager, Civic Center Manager, and Janitorial. Ayes: Gustafson, Hanna, McLaughlin, and Neumiller. No's: none. Motion carried. (Copy of chart attached)

Hoffman and Tranel Audit Agreement: Bonnie Hanna made a motion, seconded by Sandra Gustafson, to approve the 2017 audit quote of \$4,540.00. Ayes: Gustafson, Hanna, McLaughlin, and Neumiller. No's: none. Motion carried.

Supervisor's Comments: Morris stated he wants bids for improvements that need to be put in the 2018-2019 Budget.

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

Adjournment:

Bonnie Hanna made a motion, seconded by Sandra Gustafson, to adjourn this meeting. Ayes: Gustafson, Hanna, McLaughlin and Neumiller. No's: none. Motion carried.

Meeting adjourned at 8:16 pm.

Respectfully submitted

Pam Bruner, Cordova Township Clerk