

MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

January 16, 2017 – 7 p.m.

Cordova Township Office

Pending Approval February 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 January 16, 2017.

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

Also present: Pam Bruner, Clerk, Holly Rogers, Civic Center Manager, and Chris Filbert, Highway Commissioner.

Supervisor Kavanaugh led The Pledge of Allegiance.

Morris McLaughlin made a motion, seconded by Bonnie Hanna, to approve the December 19, 2016, Cordova Township Regular Monthly Minutes as presented. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Communications:**

**TOI 2017 Nuts and Bolts of Township Finance Class:** Deadline will be before next meeting the board determined no one would go this time as we will have training in spring for newly appointed officials.

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

**Approval of Bills/Financial Reports:**

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

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

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

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

The Cordova Cemetery statements of revenue and expenses for December, 2016, were reviewed. Bonnie Hanna made a motion, seconded by JoAnne Boone, to approve the Cemetery statements of revenue and expenses for December, 2016. 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.

**Flag Pole Project:** Regalia stated that the flag pole quoted is always in stock and that they will honor the quoted price.

**2017 Cemetery Lawn Care/Maintenance Contract Bid:** Legal has reviewed the contract and made changes as necessary. Jon Kavanaugh stated that the painting of the markers would have to be done by the Cemetery Manager as painting would require paying out at prevailing wage. Bids will be opened at February meeting. Jon Kavanaugh made a motion, seconded by JoAnne Boone, to remove the painting of markers from the Lawn/Maintenance contract. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Civic Center Report:** Holly Rogers, Civic Center Manager, had submitted a written report to the Board. Holly asked if the Cordova Boosters could be refunded their cleaning deposit as a youth activity. Jon Kavanaugh made a motion, seconded by Robert Coers, to approve waiving the \$40.00 cleaning fee for the Cordova Boosters. Ayes: Boone, Coers, Hanna, McLaughlin and Kavanaugh. No's: none. Motion carried.

**Highway Commissioner's Report:** Highway Commissioner Filbert had submitted a written report to the Board. Ms. Filbert also gave a heads up that Steve still may require surgery for his ankle so the claim is still open. Highway Commissioner Filbert also informed the board of a dumping incident that is going on. Samples of the material being dumped was given to Toppert Jetting to determine if the product is hazardous. Toppert determined that the product was nonhazardous.

**Youth Committee:** No report.

**Senior Committee:** No report.

**Cordova Park Board:** The next Park Board Meeting date is January 25, 2017.

**Executive Session:** Not needed.

**New Business:**

**Supervisor's Comments:** Jon stated that we are waiting for the Park Board to have their meeting in January to determine what action needs to be taken.

**Any other business to come before the Board that will be added on next month's agenda:** Annual Town Meeting, Hoffman & Tranel Audit Agreement, Salaries for 2017, Open Bids for Cemetery Lawn/Maintenance contract.

**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 7:45p.m.

Respectfully submitted

Pam Bruner, Cordova Township Clerk