

# MINUTES OF CORDOVA TOWNSHIP REGULAR MONTHLY MEETING

October 17, 2022 – 7:00 pm.  
Cordova Township Office  
910 3<sup>rd</sup> Ave South Cordova, IL 61242

Approved November 21, 2022

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 October 17, 2022.

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

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

Supervisor Holly Rogers led the Pledge of Allegiance.

Dean Bruner made a motion, seconded by Holly Rogers, to approve the September 19, 2022, Cordova Regular Meeting Minutes. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

## **Communications:**

**Citizens Wishing to Address Board:** Kiel Arduini from Wilbert Memorials introduced himself and talked about the options the Board has for putting in a cremation garden at the Cemetery. The Board has been interested in being good stewards of the land at the Cemetery and putting in a cremation niche sounds to be a good option. Kiel will work with the Board to come up with a design for the area.

## **Approval of Bills/Financial Reports:**

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

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

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

The Cordova Cemetery statements of revenue and expenses for October 2022, were reviewed. Holly Rogers made a motion, seconded by Dean Bruner, to approve the Cemetery statements of revenue and expenses for October 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.

**Cleaning Up Planter and Sign-** It is to late in the season to get this project done and will be moved to early spring.

**Joint Lawncare Contract with Park Board-** Discussion ensued about a combined lawncare contract with the Park Board. An intergovernmental agreement would be needed, and the benefits and risks are being considered. Holly Rogers will contact Margaret Bennett and discuss the possibility and get back to Kristie Guardia so she can place the ad calling for bids. The goal is to open bids at the November regular monthly meeting.

**Extension of Caretaker Time on Lawn Contract** – Discussion ensued about extending the current lawn care contract for the caretaker portion. Currently the caretaker portion ends at the same time as lawn care. Extending the caretaker portion would make someone available to free roads of branches and set flags for holidays and veteran interments. Holly Rogers made a motion, seconded by Dean Bruner, to approve extending the caretaker portion of contract to run from April 1 through March 31<sup>st</sup>. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

**Shed Cleaning** –Progress is being made in the shed. Bryan agreed to load and take items in need of being disposed of to the dumpster clean up day at the end of the month.

### **Civic Center Report:**

**Civic Center Report:** Crystal Beale, Civic Center Manager, submitted a report.

**Quote for Outside Faucet:** A quote was received for \$200 to put in a outside water faucet to facilitate having outside of building cleaned. Discussion ensued and was stated that an isolation valve was requested to be added to the quote not to exceed \$75. Holly Rogers made a motion, seconded by Dean Bruner, to approve spending a not to exceed amount of \$275 to install an outside faucet with isolation valve. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

**Carpet Cleaning:** A quote was submitted for \$385 to clean the carpeted area of the Civic Center. Amy Zwicker-Johnston made a motion, seconded by Celine Neumiller, to approve spending \$385 to clean the carpet in the Civic Center. Ayes: Bruner, C. Neumiller, Rogers, and Zwicker-Johnston. No's: none. Motion carried.

**PTO Riverdale Free Rental:** Discussion ensued about the Non-Profit cleaning fee only for events. The Board typically allows a cleaning fee only for Cordova based non-profit and feels they need to stick to the policy. The Board will not extend this policy at this time.

**Parking Lot Project:** There isn't an update currently as we are waiting on Precision Builders to get back to us with updates. It was discussed that we should block out the dates of 6/11/2023 through 7/28/2023 for the project and no events should be scheduled during that time frame.

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

James stated that the dumpsters will be at Civic Center parking lot for October 29<sup>th</sup> and 30<sup>th</sup> until full. The solar project is continuing and the road behind 3M is open.

**Youth Committee:** No Activity - Covid

**Senior Committee:** The Fall Senior lunch will be November 4th.

**Executive Session:** Not needed.

**New Business:**

**Policies and Procedures:** No action taken.

**Committee Assignments:** No action taken.

**Levy:** The Board has a copy and will vote on Levy at the November hearings.

**Levy Numbers:** Levy numbers will be sent to Board to allow the allotted time to review before the Levy Hearings before November meeting.

**Supervisor's Comments:** Holly has not received anything from EPA but discussed with the Board adding water testing to the Levy. Discussion ensued about the cost and what is the best option for residents.

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

**Adjournment:**

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

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Pam Bruner, Cordova Township Clerk