**Village of Cordova**

**Board Meeting Minutes**

**Thursday October 19th, 2017**

**6:30 pm**

**Meeting was called to order by Jim Boone at 6:30pm.**

**Journal of proceedings:** Shannon made a motion to accept the Board meeting minutes from September 21st, 2017, the Special meeting minutes from September 28th, 2017, and the Committee meeting minutes from October 12th, 2017, Julie 2nd, 6 ayes.

**Bill Approval:** Shannon made a motion to accept the October 2017 write bill list, Della 2nd, 6 ayes. Shannon made a note that republic is high because they are not sending paper bills monthly. Christina is looking into the issue.

**Treasurer’s report:** Shannon made a motion to accept the September 2017 Treasurer’s report, Della 2nd, 6 ayes.

**Attorney:** None

**Audit approval:** Shannon made a motion to accept the Annual Financial Report and Independent Auditor’s Report for the year ended April 30th, 2017, Della 2nd, 6 ayes.

**Finance:** Julie & Shannon are waiting to hear back from Payroll service companies. Shannon will have a current YTD budget report done by Monday.

**Kubota Tractor:** Tractor has no 1st or 2nd gear. Jim would like the board’s approval to have it looked at by a certified Kubota tech. Board approves. No motion or vote.

**Park & Recreation:** Harvey let everyone know that the Skid loader project will be revisited on the 30th.

**Hi Viz equipment:** Jim presented information about the Hi Vis safety equipment. The Village needs 4 new lights to sit on top of the barricades. The Model 2006 runs on alkaline batteries that recharge in the light itself. They run $35.00 apiece. Jim would also like to give Rusty, Doug, and Jared a budget of $100.00 to purchase some Hi-Viz safety clothing. The board would also like to order 6 safety vest for Village use. Shannon made a motion to spend up to $700 for 4 safety lights, $100 per employee, and 6 safety vest, Della 2nd, 6 ayes.

**Christmas Party:** Della let everyone know Julie and her have visited Hillsdale Steakhouse and have decided on a menu. There will soup, salad, entrée, and 1 drink provided by the Village. There will be center pieces that will be given away with a drawing. The rough estimate of cost is $16.95/person plus 15% tip. The party is scheduled to be on December 9th, 2017.

**New Sign:** Pat made a motion to spend up to $1600.00 for a new Village Hall sign, Alvin 2nd, 5 ayes, 1 nay (Shannon).

**Water tower tank maintenance contract:** Alvin made a motion to spend up to $13000.00 for maintenance from Suez, Shannon 2nd, 6 ayes.

**Water Department:** None

**Rexco mini excavator:** Alvin motion to spend up to $400.00 for the Rexco bill, Della 2nd, 6 ayes. Paid out of sewer.

**Electric Doctor heat tracing job:** Electric doctor has come out and wired the heat tracer. They also installed lights on the end of the docks. When the bill comes in a motion will be made.

**Sewer Department:** None

**Streets & Alley’s:** Della let everyone know the concrete guys will be starting Monday if it does not rain. They have already been out to cut the current concrete. Della said it is looking like the storm drain project will be happening at the same time as the backroad project. Lynda Beard had copies of paper that Postmaster Julie Gray is taking to Des Moines to try and get the mailboxes moved for the Villa’s. If they are approved to move the boxes and Jim Massa agrees, the maintenance manager will move the boxes.

**Cold Patch:** Pat made a motion to spend $716.00 for a pallet of cold patch, Harvey 2nd, 6 ayes. The funds will be split 50% Sewer, 50% Streets & Alleys.

**Public Comments:** None

**Old Business:** There are many stop signs around town that need to have the post replaced. The maintenance department will take inventory of the post on hand as well as get pricing for new post. Pat made a motion to accept the bid from Rapids City for the electronic sign at the purchase price of $5500.00, Della 2nd, 6 ayes. Jim let everyone know they Lydens’ household has called to ask about the new ordinance. Jim will return their call on Friday.

**New Business:** Jim received a bid from Dave Lohman to remove all of the junk down by the cinder shed. Pat made a motion to pay $495 to Dave Lohman, Harvey 2nd, 4 ayes, 2 nays. (Shannon & Julie) Jim also let everyone know that in the next year the Village will need to purchase a new salt shed. The building it is in now is not made for salt and is already compromised. Christina asked if everyone would please pass along the message about Nixle to get more people signed up. Harvey would like to discuss benefits for Rusty. Alvin said it would need to be budgeted into the next year’s budget. Shannon said the Village should look into a municipal group plan.

**Closed Session:** None

**Shannon made a motion to adjourn, Julie 2nd. 6 ayes.**

**Meeting adjourned at 8:03 pm.**