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Putnam County Illinois Board Meeting Minutes

Minutes - December 2012

PUTNAM COUNTY REGULAR BOARD MEETING
DECEMBER 10, 2012, 10:00 A.M.

The regular meeting of the Putnam County Board was called to order at 10:00 A.M. on Tuesday, December 10, 2012, in the boardroom at the Putnam County Courthouse in Hennepin, Illinois by the Clerk of the Putnam County Board and Acting Board Chairman, Daniel S. Kuhn.

Mr. Kuhn began the meeting by asking for a moment of silence in reverence for all deceased, former Putnam County Board members.

Roll Call was taken by the Clerk of the County Board with Duane Calbow, Chauntelle Biagi-Bruer, Sheila Haage, William Holmes, and Jordan Ellena answering.

The next order of business was for the county board to nominate and elect a board chairman. The Clerk of the County Board and Acting County Board Chairman opened the floor for nominations. Board member Sheila Haage nominated Duane Calbow to serve as County Board Chairman. Board member Chauntelle Biagi-Bruer seconded the motion. With no further nominations, board member Chauntelle Biagi-Bruer then moved that the nominations be closed. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 5 ayes, 0 nays, and 0 abstentions. As a result, the board cast a vote for Duane Calbow to serve as County Board Chairman with 4 ayes, 0 nays, and 1 abstention. The next order of business was for the board to nominate and elect a County Board Vice-Chairman. The Clerk of the County Board and Acting County Board Chairman opened the floor for nominations. Board member Sheila Haage nominated Chauntelle Biagi-Bruer to serve as County Board Vice-Chairman. Board member Jordan Ellena seconded the motion. It was then moved by board member Jordan Ellena that the nominations be closed. Board member Duane Calbow seconded the motion and the motion was carried on a board vote of 5 ayes, 0 nays, and 0 abstentions. As a result, the board cast a vote for Chauntelle Biagi-Bruer to serve as County Board Vice-Chairman with a vote of 4 ayes, 0 nays, and 1 abstention. At this point of the meeting, board member Duane Calbow was asked to take the chair and preside as County Board Chairman.

The next order of business was for the County Clerk and Clerk of the County Board to hold a lottery for the term of office for each of the board members. The lottery resulted in two (2) year terms for Duane Calbow, Chauntelle Biagi-Bruer, and Jordan Ellena. Four (4) year terms were drawn by Sheila Haage and Willie Holmes.

It was then moved by board member Chauntelle Biagi-Bruer to approve the minutes from the November 13, 2012, Regular Board Meeting and the November 28, 2012, Special Board Meeting . Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

Sheriff Kevin Doyle presented his November Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that the remaining items to be completed on the new communication tower are the installation of the back-up generator and grounding equipment. When these items are completed, the tower will be fully functional. Eventually, a fence will also be erected around the tower. Mr. Doyle also stated that there are no current maintenance issues within the courthouse complex and that he had nothing further to report to the board at this time. (Mr. Doyle's reports are on file at the Office of the County Clerk for review by any interested parties.)

County Highway Engineer Edward Andrews reviewed his November report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews informed the board that he

has reviewed the final plans for upgrade and subsequent notice from Marquis Energy of pending work on Power Plant Road culvert crossing starting on December 10th. Closure should be limited to one (1) week. Mr. Andrews also informed the board that he has had a follow-up discussion with the Village of Granville regarding jurisdictional limits and roadway maintenance / snow plowing limits. The village, county, and Granville Township have agreed to work informally to insure that there are no gaps in coverage. Mr. Andrews also informed the board that at the request of the Supervisor of Assessments, he has transmitted AutoCad linework of Granville Township to Moran Economic Development for their assistance to the Village of Granville. Mr. Andrews also reviewed the Highway Maintenance Building project with the board. The project includes roof and siding repairs to the old part of the building and the new addition of two (2) bays. CAD Construction of Tremont, Illinois will complete the project. After brief discussion, the board agreed to have the Highway Committee review the details of the project before final approval by the board. Other County Highway Engineer activities have included closing out the 2012 Motor Fuel Tax Programs for the county and the townships as well as starting 2013 MFT Programs for the same and continued discussion with Granville Township concerning the road re-routing at Mid-American Growers. County Highway Maintenance activities have included checking roads, reclaiming shoulders on the Gehm and School Road, hooking up all snow plows and checking all hydraulic hoses for leaks, dropping off backhoe at Martin's to have thumb put on, cleaning up shop and rearranging to get equipment inside, and servicing the highway and sheriff's vehicles. (The County Highway Engineer and Maintenance Activities report is on file at the Office of the County Clerk for review by any interested parties.)

County Treasurer Kevin Kunkel presented his financial reports for the month of November to the board. The General Fund's working balance for the month of November - 2012 was (\$7,021.01) compared to a working balance of \$37,660.11 for the month of November - 2011. The General Fund Income for the month of November - 2012 was \$280,628.96 compared to \$185,213.87 for the month of November - 2011. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2012". The General Fund balance for the month of November - 2012 was \$62,298.56. The General Fund Savings balance for the month of November - 2012 was \$1,038,794.32. The Illinois Fund - General Fund balance for the month of November - 2012 was \$298,839.05. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending November 30, 2012. The actual versus budget variance percent target for the period is 100.00%. Mr. Kunkel also informed the board that the debt certificates for the "new" Sheriff's Department / Jail and 911 Emergency Facility have been paid in full; twelve (12) years ahead of schedule. (Mr. Kunkel's financial reports are on file at the Office of the County Clerk for review by any interested parties.)

County Circuit Clerk Cathy Oliveri had nothing to report for the month of November and therefore was not present for the meeting.

County Probation Officer Andy Ceresa had nothing to report for the month of November and therefore was not present for the meeting. (Note: Mr. Ceresa has taken an appointment with the LaSalle County Probation Department effective December 1, 2012. As of December 12, 2012, Mr. Gregory Duffy has been appointed as Putnam County Probation Officer.)

County Supervisor of Assessments Tammy Mehalic was present for the meeting to congratulate and welcome the new board members and thank the board for their approval for the availability of the GIS Mapping Program information on the county website.

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of November to the board. Mr. Burger informed the board that during the month of November his office issued only one (1) building permit. There were nine (9) building permit inspections completed with two (2) being a final inspections for a three-season room and a lean-to. Mr. Burger also informed the board that he checked into two (2) complaints this month. One complaint was for building without a permit, which turned out to be the replacing of an existing deck and interior remodeling. The second complaint involved a trailer and the condition of the lot. A letter was sent to the property owner informing them of the complaint. Mr. Burger also informed the board that he is fabricating building permit holders that can be mounted to a metal fence post making the permits more accessible. (Mr. Burger's report is on file at the Office of the County Clerk for review by any interested parties.)

County Death Investigator Robert Cofoid presented his Death Investigator's report for the month of November to the board. There were two (2) deaths reported to his office during the month of November. Mr. Cofoid also presented to the board the final draft of "A Resolution Authorizing The Execution Of A Mutual Aid Agreement With The Illinois Coroners And Medical Examiners Association". After brief discussion, board member Jordan Ellena moved that the board approve and adopt the resolution as written. Board member Chauntelle Biagi-Bruer seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2012-26). Mr. Cofoid also informed the board that in November he attended the Illinois Association of County Officials Conference in Chicago. (Mr. Cofoid's report is on file at the Office of the County Clerk for review by any interested parties.)

Putnam County Emergency Management Agency Coordinator Jim Goldasich presented his agency's report for the month of November to the board. Mr. Goldasich informed the board that the monthly meeting of the EMA Advisory Committee was held at the Magnolia Fire Station on November 14th. Mr. Goldasich also informed the board that he attended the Region 2 EMA Coordinator's quarterly meeting held in Dixon, Illinois on November 15th. New training requirements were discussed and a presentation was given on a possible Public Alert and Warning System (IPAWS) which is currently under exploration. Mr. Goldasich also informed the board that on November 28th he attended the PCEMS Ambulance Board meeting at which time the need for new revenue sources was discussed. A committee has been identified to further examine the topic. Mr. Goldasich also briefly discussed the future site of the new EMA facility which will be located at the current site of the "old" United Steelworkers Union Hall. Grant money from the State will fund the purchase of the building and also fund the construction of a building to house the EMA's equipment. Mr. Goldasich also informed the board of other various meetings he has attended during the month of November and thus far for the month of December. (Mr. Goldasich's report is on file at the Office of the County Clerk for review by any interested parties.)

Under "Old Business" for Committee Reports; there were no reports from any of the board's committee members that were present.

Under "New Business" for Tax Redemptions; State's Attorney James Mack discussed with the board the release by the county of its interest in delinquent property tax liens located in the Village of Magnolia. The Village of Magnolia has expressed interest in the purchase of the tax properties. Mr. Mack informed the board that a resolution will be forthcoming to address this issue.

Under "New Business" for Putnam County Recycling Program; the county board reviewed a "Resolution to Enter into an Agreement for Implementing Coordination of Recycling Services on Behalf of Putnam County" submitted by the North Central Illinois Council of Governments. The resolution enters the county into an agreement with the NCICG to provide the county with services needed for annual registration of haulers and annual reporting as part of the county's overall solid waste management efforts. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the resolution of agreement with the NCICG as written. Board member Jordan Ellena seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2012-25).

Also under "New Business" for Alternative Energy Services; Mr. Charles Dana with Rock River Energy Services was requested to provide further information to the board prior to the meeting. Mr. Dana was not present for the meeting. After brief discussion, it was agreed by the board that they are not prepared to make a decision whether or not to pass an ordinance which would place a public question on the ballot at the April 9, 2013 Consolidated Election.

Also under "New Business" for Schedule Regular Board Meeting Dates For Year 2013; the board reviewed the work sheet prepared prior to the meeting and agreed on the scheduled dates and times for the meetings for the year 2013. The Clerk of the County Board was directed to distribute and publish the schedule as required.

Also under "New Business" for Putnam County Website; the board discussed the progress being made with the overall content of the website. The addition of information, monitoring and updating will continue. The site's address is www.co.putnam.il.us.

Also under "New Business" for Approve Bills; the county board reviewed the bills for the month of November. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of November. Board member Chauntelle Biagi-Bruer seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

Also under "New Business" for Correspondences and Reports; the board reviewed the monthly reports from the County Clerk's Office and the Regional Office of Education. The board also reviewed the legislative reports from the Illinois Association of County Board Members and Commissioners and information from the North Central Illinois Council of Governments and the United Counties Council of Illinois.

Also under "New Business" for Public Comment Period; there were no members of the public present at the meeting.

At 11:15 A.M., board member Sheila Haage moved to adjourn the meeting. Board member Chauntelle Biagi-Bruer seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, January 14, 2013 at 4:00 P.M.

Respectfully submitted,

DANIEL S. KUHN
Clerk of the Putnam County Board

Putnam County Illinois
120 North 4th Street
Hennepin, IL 61327

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