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Putnam County Illinois Board Meeting Minutes

Minutes - July 2012

PUTNAM COUNTY REGULAR BOARD MEETING

JULY 19, 2012, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, July 9, 2012, in the boardroom at the Putnam County Courthouse in Hennepin, Illinois by Putnam County Board Chairman, Duane A. Calbow.

Roll Call was taken by the Clerk of the County Board with Duane Calbow, Gil Tonozzi, Chauntelle Biagi-Bruer, Sheila Haage, and John O'Neill answering.

It was then moved by board member Chauntelle Biagi-Bruer to approve the minutes from the June 11, 2012 Regular Board Meeting. Board member Gil Tonozzi seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

County Highway Engineer Edward Andrews reviewed his June report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews informed the board that he is still waiting for a resolution from the IDOT on the Road Oil seal coat bid protest. The protest is still in process and there has not been any additional word back from the IDOT Chief Council's Office. Mr. Andrews also informed the board that the Highway Department completed the crack sealing on the Putnam County roads that were targeted for completion. Mr. Andrews also stated that he has obtained a quote of \$6,212 for hydraulic thumb attachments for the John Deere 410 backhoe. Mr. Andrews also informed the board that he is compiling inventory data of all Putnam County Highway assets for GASB 34 accounting and long-term budgeting. Other County Highway Engineer activities have included an initial review of the hydraulics for the replacement of Bottom Road Bridge with a box culvert. County Highway Maintenance activities have included checking roads, mowing roadsides (June 18 – June 27), crack sealing with Marshall County, patching holes and shoulders of county roads, taking in trucks for testing, 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.)

Sheriff Kevin Doyle presented his June Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that the new communication tower grant project is moving forward. Mr. Doyle also informed the board that he is looking into the tuck-pointing needs on certain areas of the "old courthouse". Mr. Doyle also informed the board that the cooling tower continues to function properly given the extreme hot weather and that currently there are no maintenance issues within the Courthouse Building Complex. Mr. Doyle had nothing further to report to the board. (Mr. Doyle's reports are on file at the Office of the County Clerk for review by any interested parties.)

County Treasurer Kevin Kunkel was not present for the meeting. The board reviewed his financial reports for the month of June. The General Fund's working balance for the month of June - 2012 was \$13,633.00 compared to a working balance of (\$2,567.27) for the month of June - 2011. The General Fund Income for the month of June - 2012 was \$161,716.50 compared to \$158,257.02 for the month of June - 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 June - 2012 was \$32,661.36. The General Fund Savings balance for the month of June - 2012 was \$556,367.22. The Illinois Fund - General Fund balance for the month of June - 2012 was \$286,926.73. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending June 30, 2012. The actual versus budget variance percent target for the period is 58.33%. (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 June and therefore was not present for the meeting.

County Probation Officer Andy Ceresa had nothing to report for the month of June and therefore was not present for the meeting.

County Supervisor of Assessments Tammy Mehalic had nothing to report for the month of June and therefore was not present for the meeting.

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of June. Mr. Burger informed the board that during the month of June his office issued four (4) building permits. There were fourteen (14) building permit inspections completed. Mr. Burger also informed the board that he has received several calls that are related to village zoning. Those individuals were referred to the proper village zoning officer. (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 reports for the months of May and June. There were two (2) deaths reported to his office during the month of May. There was one (1) reported to his office during the month of June. Mr. Cofoid also submitted a resolution for review and consideration by the board. The resolution authorizes the execution of a mutual aid agreement with the Illinois Coroners and Medical Examiners Association. It was decided by the board to have the resolution reviewed by the State's Attorney and the item placed on the agenda for the August 2012 board meeting for possible final approval.

Putnam County Emergency Management Agency Coordinator Jim Goldasich presented his agency's report for the month of June. Mr. Goldasich informed the board that on June 15th he met with Sue Coers, Region 2 IEMA Coordinator, to review the EOP for the next two (2) years. Ms. Coers recommended some revisions which have been made and the EOP will be resubmitted this week. Mr. Goldasich also informed the board that on June 27th he attended a "Vision 20/20" meeting in Dixon. The purpose of the meeting was to determine a course for the Illinois Emergency Management Agency for the next decade. Mr. Goldasich also informed the board that the monthly StarCom radio drill was conducted on July 3rd. Mr. Goldasich also informed the board that he attended other various meetings during the month of June and thus far for the month of July. (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.

Under "New Business" for County Insurance Update (Property Damage, Casualty and Liability); Mr. Michael Gonet with V.H. Gonet - Opper Insurance Agency reviewed with the board the county's Property Damage, Casualty and Liability Insurance and the renewal proposal for the 2012/2013 contract year commencing July 8, 2012. The premium total for 2012/2013 is \$48,089 compared to \$46,322 for 2011/2012. The \$1,700 increase includes a 3% increase in property limit. It was also noted that the new communication tower will need to be included as county property covered by the policy. Mr. Gonet recommended that the county consider adding earthquake coverage on the policy. Mr. Gonet stated that he would provide a quote for the additional coverage next week. The board discussed the proposal and requested the option to modify the premium with the addition of the earthquake coverage after authorization to renew. Mr. Gonet agreed to the request. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the proposal for the county's Property Damage, Casualty and Liability Insurance Plan for 2012/2013, with the option to modify the premium with the addition of the earthquake coverage after authorization to renew. Board member Sheila Haage 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 Industrial Promotion; Mr. J. William Shafer with Illinois Valley Surveying & Consultants, Inc. had provided further information on business development in Putnam County as a follow-up to the June regular board meeting. The board members reviewed this information prior to the meeting and have decided to move forward with meetings with the Illinois Valley Chamber of Commerce & Economic Development.

Board members Chauntelle Biagi-Bruer and Sheila Haage, along with State's Attorney James Mack, will represent Putnam County at these meetings with IVACED. After further discussion, it was agreed by the board to continue further review and to place the item on the agenda for the next regular board meeting in August.

Also under "New Business" for Certified Lists of Candidates to Serve as Election Judges; County Clerk and Election Authority Dan Kuhn presented to the board the Certified Lists of Election Judges as submitted by the county Democratic and Republican Central Committee Chairpersons. The lists are to be approved by the County Board prior to being submitted to the Circuit Court for the court's approval. Board member Sheila Haage moved that the board approve the Certified Lists of Election Judges. Board member John O'Neill seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 abstention.

Under "New Business" for Fish 'N Fun Request Of Approval For The Sale Of Beer And Wine At Annual Pancake Breakfast (August 5, 2012); the county board reviewed the letter of request from Fish 'N Fun for the board's approval for the sale of beer and wine at their annual pancake breakfast. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the request which is contingent upon the receipt of proof of liquor liability insurance for the event. Board member Gil Tonozzi 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 send the Fish 'N Fun Board of Directors a letter notifying them of the board's approval.

Also under "New Business for Putnam County Website; Putnam County Board Chairman Duane Calbow discussed the continuous progress being made with regards to the county's website. The possible addition of links to other websites was discussed. The website is still considered "work in progress". The site's address is www.co.putnam.il.us (<http://www.co.putnam.il.us/>).

Also under "New Business" for Approve Bills; the county board reviewed the bills for the month of June. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of June. Board member Gil Tonozzi 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. County Board Chairman Duane Calbow discussed a letter from the Illinois Liquor Control Commission regarding participation in their Basset (Beverage Alcohol Seller/Server Training) Program. The ILCC is offering a free training class on August 7, 2012 at the Bureau County Health Department in Princeton, Illinois. Mr. Calbow suggested sending notification of the training to all of the county establishments that sell and serve alcohol. The board agreed to have a letter drafted and sent along with the ILCC's training class information to all the county establishments serving and selling alcoholic beverages.

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

At 8:10 P.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, August 13, 2012 at 10:00 A.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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