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Putnam County Illinois Board Meeting Minutes

Minutes April 2012

PUTNAM COUNTY REGULAR BOARD MEETING

APRIL 9, 2012, 4:00 P.M.

The regular meeting of the Putnam County Board was called to order at 4:00 P.M. on Monday, April 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 Tonzzi, 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 March 12, 2012 Regular Board Meeting. Board member Gil Tonzzi 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 March report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews informed the board that he has renewed the 2012/2013 salt contract at a tonnage of 750T. This amount includes quantity for Granville, Hennepin, and Senachwine Townships as well as the county. It was elected to maintain last year's price lock due to observed spike in trucking costs. Mr. Andrews also informed the board that MFT Program bidding opened on March 30, 2012. Road Oil and Pavement Maintenance Services were the two (2) bidders and both were higher than estimated, primarily driven by higher aggregate costs. The IDOT will support an award since we had two (2) bidders and low bid was 4.5% over estimate. Some of the townships may have to cut back on a portion of their program to keep within available funds. Other County Highway Engineer activities included conducting the annual bridge posting with the IDOT, initiating the bi-annual inspection of Putnam County bridges, and reviewing the status of Granville Township's pursuit of the EDP Grant for improvements to Greenhouse Road and IL Route 89. County Highway Maintenance activities have included checking roads, plowing snow, cindering roads, picking up new snow plow, reclaiming shoulders on roads, creating field entrance on Florid Road, 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 March Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle also informed the board that the air conditioning unit in the treasurer's office is beyond repair and a new unit will need to be installed. The new unit is on order and will be installed by the courthouse custodian. (Mr. Doyle's reports are on file at the Office of the County Clerk for review by any interested parties.)

County Treasurer Kevin Kunkel reviewed his financial reports for the month of March with the board. The General Fund's working balance for the month of March - 2012 was \$791.15 compared to a working balance of \$28,891.87 for the month of March - 2011. The General Fund Income for the month of March - 2012 was \$184,299.50 compared to \$206,605.84 for the month of March - 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 March - 2012 was \$26,849.88. The General Fund Savings balance for the month of March - 2012 was \$557,209.55. The Illinois Fund - General Fund balance for the month of March - 2012 was \$553,584.05. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending March 31, 2012. The actual versus budget variance percent target for the period is 33.33%. Mr. Kunkel also informed the board that 2011 property tax information will be available next week on the county's website. Property tax bills will be mailed out May 1st with

the first installment due June 1st and the second installment due September 4th. The date of the delinquent tax sale will be November 13th. (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 March and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of March. Mr. Burger informed the board that during the month of March his office issued nine (9) building permits. There were sixteen (16) building permit inspections completed. Mr. Burger also informed the board that with the new flood plain maps, Lake Thunderbird is now listed as being located in a flood plain. (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 March. There were no deaths to report during the month of March. Mr. Cofoid informed the board that "Operation Prom-ise 2012" will be presented at the Putnam County High School at 6:30 P.M. on May 9, 2012. Mr. Cofoid also informed the board that he is planning on attending the Illinois Association of County Officials Meeting in Springfield later this month. (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 March. Mr. Goldasich informed the board that the regular EMA Advisory Committee meeting was held at the Granville Fire Department on March 14th. Mr. Goldasich also informed the board that on March 22nd he hosted a meeting of the fire service personnel to update the county's Emergency Operations Plan for review for reaccreditation by the IEMA in May. Mr. Goldasich also updated the board on the tabletop exercise which was conducted at Marquis Energy on March 24th. Mr. Goldasich also informed the board that on April 2nd the TTX Planning Group met to discuss the tabletop and to begin developing the After Action Report which is due to IEMA in forty-five (45) days. Mr. Goldasich also informed the board that he attended other various meetings during the month of March and thus far for the month of April. (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; board / committee member Chauntelle Biagi-Bruer informed the remainder of the board that the RC&D has held their last meeting. Their federal funding was cut and they were forced to dissolve. Board / committee Chauntelle Biagi-Bruer also informed the remainder of the board that she attended a U of I Extension Meeting at which time the service's budget was discussed. Board / committee member Duane Calbow

discussed with the remainder of the board the county website which will be required to be taken to the next level. There were no other reports from any of the board's other committee members.

Under "New Business" for Henry Fire Protection District, Trustee Re-appointment (Proposed Resolution); the board reviewed a proposed resolution submitted by the Henry Fire Protection District requesting county board approval for the appointment of Mr. John Louis as Trustee for the Henry Fire Protection District. The term of the appointment will be for three (3) years commencing on the first Monday in May of 2012. After brief discussion, board member Gil Tonozzi moved that the board approve and adopt the resolution as written for the appointment of Mr. Louis as trustee for the Henry Fire Protection District. 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 (#2012-14) and send a letter to the district informing them of the board's decision.

Also under "New Business" for Granville-Hennepin Fire Protection District, Trustee Re-appointment; the board reviewed a letter of request from the Granville-Hennepin Fire Protection District for the re-appointment of Mr. Larry Brown as trustee. After brief discussion, board member John O'Neill moved that the board approve the request for the re-appointment of Mr. Brown as trustee for the Granville-Hennepin Fire Protection District. Board member Sheila Haage 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 a letter to the district informing them of the board's decision.

Also under "New Business" for Standard Fire Protection District, Trustee Re-appointment; the board reviewed a letter of request from the Standard Fire Protection District for the re-appointment of Mr. Alan Aimone as trustee. After brief discussion, board member Sheila Haage moved that the board approve the request for the re-appointment of Mr. Aimone as trustee for the Standard Fire Protection District. 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 send a letter to the district informing them of the board's decision.

Also under "New Business" for Cemetery Mowing Bids; the county board reviewed the two (2) sealed bids submitted for the mowing and trimming of the Old Granville, Florid, and Caledonia cemeteries. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board award the cemetery mowing and trimming job to Countryside Lawn Care which is owned and operated by Mr. Alan Christini. It was noted that Mr. Christini had submitted the lowest bid. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. It was also noted that Mr. Christini had submitted proof of liability insurance along with his bid. The Clerk of the County Board was directed to send letters to the bidders informing them of the board's decision. (The bids are now on file at the Office of the County Clerk and are available for public inspection and review.)

Also under "New Business" for County Board Proclamation for Motorcycle Safety & Awareness Month (May); Mr. Robert Ganze with the Starved Rock chapter of A.B.A.T.E. (A Brotherhood Aimed Toward Education) of Illinois, Inc. had submitted to the board a proclamation for review and approval for execution. A.B.A.T.E. of Illinois, Inc. is striving to provide a safe, unrestricted motorcycling environment in the State of Illinois, community by community. In an effort to enhance and promote motorcycle safety, education, and awareness, Monthly Safety and Awareness Month Proclamations are being presented to the leaders of the community, respectfully requesting the execution of the proclamation. A.B.A.T.E. of Illinois,, Inc. has proclaimed the month of May as Motorcycle Awareness Month. After brief discussion, board member Gil Tonzzi moved that the board approve and execute the proclamation for Motorcycle Awareness during the month of May in Putnam County. Board member John O'Neill 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 Approve Bills; the county board reviewed the bills for the month of March. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of March. Board member Gil Tonzzi seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

At 4:55 P.M., board member Sheila Haage moved that the board retire into Executive Session to discuss personnel issues. 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 board then retired into Executive Session.

EXECUTIVE SESSION

At 5:55 P.M., board member Sheila Haage moved that the board return to Regular Session. Board member Chauntelle Biagi-Bruer seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. (Board member Gil Tonzzi had excused himself from the meeting at 5:50 P.M.) The board then returned to Regular Session.

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.

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

At 6:05 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 3 ayes, 0 nays, and 1 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, May 14, 2012 at 7:00 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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