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Putnam County Illinois Board Meeting Minutes

Minutes August 2012

PUTNAM COUNTY REGULAR BOARD MEETING

AUGUST 13, 2012, 10:00 A.M.

The regular meeting of the Putnam County Board was called to order at 10:00 A.M. on Monday, August 13, 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, and Sheila Haage answering. Board member John O'Neill was absent for the meeting.

It was then moved by board member Gil Tonozzi to approve the minutes from the July 9, 2012 Regular Board Meeting. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent.

It was agreed by the board to move up the "New Business" agenda item, "Imminent Litigation Concerning Tax Receipts / Consideration of Outside Council", for discussion with the State's Attorney.

At 10:05 A.M., board member Sheila Haage moved that the board retire into Executive Session to discuss litigation issues. 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 board then retired into Executive Session.

EXECUTIVE SESSION

At 10:20 A.M., board member Chauntelle Biagi-Bruer moved that the board return to Regular Session. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. The board then returned to Regular Session.

After brief discussion, board member Chauntelle Biagi-Bruer moved to retain outside council to address sales tax litigation, if necessary, at the discretion of the State's Attorney. Board member Gil Tonozzi seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent.

County Highway Engineer Edward Andrews reviewed his July report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews presented to the board a Request for County Aid for Township Drainage Structure(s) as submitted by the Commissioner of Highways for Senachwine Township. The request is for Senachwine County Aid Project #31 (repair of culverts in various locations at Lake Thunderbird) and for the appropriation from the County Bridge Fund of a sum to meet one-half of the expense required. The Senachwine Township Road District would furnish the other one-half of the required amount. The total cost of the project is estimated at \$90,000.00. After further discussion, it was moved by board member Gil Tonozzi to approve the request for the county aid project from the Senachwine Township Road District. 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 total cost of the project is estimated at \$90,000.00. Mr. Andrews informed the board that emergency repairs are needed to repair two (2) small sink holes along the inside shoulder of the Bottom Road. Advanced Asphalt has been contacted to obtain an estimate for the repairs. Mr. Andrews also informed the board he is programming the Bottom Road's bridge replacement project. Funding would be under Surface Transportation Rural (STR) and Federal Aid Matching. Mr. Andrews distributed to the board a correspondence from the IDOT's Office of the Chief Procurement Officer relative to the Final Determination of Suspension involving Road Oil, Inc.'s proven

violation of the "Responsible Bidder" requirement. As a result, Road Oil, Inc. is suspended for a period of two (2) years from participating on any contracts awarded by or requiring approval or concurrence of the Illinois Department of Transportation. Mr. Andrews also discussed with the board the construction plans for the proposed highway maintenance building expansion project. Mr. Andrews also informed the board that the Highway Department's John Deere 672A will require an engine rebuild. Martin Equipment is preparing an estimate that will be used for next year's budgeting cycle. Other County Highway Engineer activities have included the completion of the remaining Putnam County's biannual National Bridge Inspection Standards (NBIS) inspections. County Highway Maintenance activities have included checking roads, patching holes and shoulders of county roads, spreading chips on S. Mark and Fish N' Fun roads, cutting brush on Woody Walker hills, furnished grader for M-P Fair, taking both Tandems to Ottawa for repairs, 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 July Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that he is continuing to examine the tuck-pointing needs on certain areas of the "old courthouse". 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 Treasurer Kevin Kunkel presented his financial reports for the month of July to the board. The General Fund's working balance for the month of July - 2012 was (\$4,604.63) compared to a working balance of \$12,362.15 for the month of July - 2011. The General Fund Income for the month of July - 2012 was \$730,117.45 compared to \$147,024.11 for the month of July - 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 July - 2012 was \$22,416.51. The General Fund Savings balance for the month of July - 2012 was \$992,817.80. The Illinois Fund - General Fund balance for the month of July - 2012 was \$270,323.11. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending July 31, 2012. The actual versus budget variance percent target for the period is 66.67%. Mr. Kunkel also stated that the second installment of the 2011 property taxes will be due September 4th. (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 July and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger was not present for the meeting. The board reviewed his Zoning Officer Report for the month of July. Mr. Burger's report informed the board that during the month of July his office issued eight (8) building permits. There were fourteen (14) building permit inspections completed. Mr. Burger's report also informed the board that he posted two (2) violations for building without permits at Lake Thunderbird during the month of July. The individuals were fined accordingly and have since obtained their permits. (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 was not present for the meeting due to a funeral. It was noted that Mr. Cofoid had not submitted his Death Investigator's report for the month of July to the board prior to the meeting. It was also noted that the resolution Mr. Cofoid submitted for the authorization to execute a mutual aid agreement with the Illinois Coroners and Medical Examiners Association is still waiting on board approval. It has been reviewed by the State's Attorney and some changes have been made. The item will be placed on the agenda again for the September 2012 board meeting for possible final approval.

Putnam County Emergency Management Agency Coordinator Jim Goldasich was attending a funeral and was unable to be present for the meeting. The board reviewed his agency's report 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 Life And A.D. & D. Insurance For County Employees; Mr. Tony Vestal with Liberty National Life Insurance Company presented to the board "The Liberty National Worksite Advantage Plan" insurance program. The program would offer additional life and accidental death insurance for county employees on a voluntary basis. Premium payments for interested employees would be through payroll deductions. The board agreed to have the Insurance Committee review further with Mr. Vestal and report to the full board at the September 10th regular board meeting.

Also under "New Business" for Resolution Supporting the Putnam County Workforce Development System; Ms. Pam Furlon with the Business Employment Skills Team (BEST) agency presented to the board a model resolution supporting the North Central Illinois Works Workforce System and designating the week of August 26 through September 1, 2012, as "Workforce Development Week" in the County of Putnam. After brief discussion, board member Sheila Haage moved that the board approve and adopt the resolution supporting the Workforce Development System and designating the week of August 26 through September 1, 2012, as "Workforce Development Week" in the County of Putnam. 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 Clerk of the County Board was directed to process the resolution (#2012-20). Ms. Furlon also provided a "real life" example of how the BEST program benefited one local area resident. Ms. Furlon introduced Alissa Real of Putnam to the board. Alissa is a single mother with two (2) children who had always wanted to attend college and acquire a

degree in automotive mechanics. Pam Furlon and BEST assisted Alissa through the Workforce Development System and in December of this year, Alissa will have earned her degree in automotive mechanics. County Board Chairman Duane Calbow congratulated Ms. Real on her accomplishment and noted how the program had made a sincere change in the life of one of our local area residents.

Also under "New Business" for Putnam County Conservation District, Trustee Appointment, the board reviewed the two (2) applications submitted for the appointment. After brief discussion by the board, board members Gil Tonozzi and Sheila Haage agreed to interview each of the candidates and make their recommendation to the full board for decision at the September 10th regular board meeting.

Also under "New Business" for Industrial Promotion; meetings have been arranged with the Illinois Valley Chamber of Commerce & Economic Development to discuss strategies for actively promoting potential industrial sites in Putnam County. 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 September for an update.

Also under "New Business for Putnam County Website; Putnam County Board Chairman Duane Calbow briefly updated the remainder of the board on the continued progress being made to the county's website. The website is still considered "work in progress". 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 July. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of July. Board member Gil Tonozzi seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 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.

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

At 11:40 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 3 ayes, 0 nays, and 1 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, September 10, 2012 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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