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Putnam County Illinois Board Meeting Minutes

Minutes March 2012

PUTNAM COUNTY REGULAR BOARD MEETING

MARCH 12, 2012, 10:00 A.M.

The regular meeting of the Putnam County Board was called to order at 10:00 A.M. on Monday, March 12, 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 John O'Neill answering. Board member Sheila Haage was absent for Roll Call.

It was then moved by board member Chauntelle Biagi-Bruer to approve the minutes from the February 13, 2012 Regular Board Meeting. Board member John O'Neill 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 February report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews presented to the board a County Maintenance Resolution to be submitted to the Illinois Department of Transportation, appropriating \$400,000.00 from the Motor Fuel Tax allotment for the maintenance on county or state highways in Putnam County for the year beginning January 1, 2012 and ending December 31, 2012. After brief discussion, board member Gil Tonozzi moved that the board approve and pass the resolution appropriating the sum of \$400,000.00 from the Motor Fuel Tax allotment for the maintenance on county or state highways in Putnam County for the year beginning January 1, 2012 and ending December 31, 2012. 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 (#2012-09). Mr. Andrews also presented to the board a "Resolution of the County Board of Putnam County Requesting Approval of the Use of Money Allotted to the County Under the Provisions of the Motor Fuel Tax Law". The resolution allows for the board to appropriate the sum of thirty-nine thousand dollars (\$37,750.00) from the Motor Fuel Tax Fund to pay the monthly salary of the Putnam County Engineer for the year beginning January 1, 2012 and ending December 31, 2012. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and pass the resolution appropriating the sum of thirty-nine thousand dollars (\$37,750.00) from the Motor Fuel Tax Fund to pay the monthly salary of the Putnam County Engineer for the year beginning January 1, 2012 and ending December 31, 2012. Board member Gil Tonozzi 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 (#2012-10). Mr. Andrews also informed the board that the Motor Fuel Tax Program has been finalized and a summary was included in his report. Mr. Andrews also informed the board that he would to advance with preparing plans for siding and roof replacement at the County Highway Building. Other County Highway Engineer activities included the attendance at other various meetings. County Highway Maintenance activities have included checking roads, cutting and splitting wood for the shop, cleaning up the trucks after plowing and salt spreading roads, installing a slip-liner on the Bradford Blacktop, 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 was unable to attend the meeting. The board reviewed his February Sheriff's and Civil Processing Transaction Reports. (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 February with the board. The General Fund's working balance for the month of February - 2012 was \$28,363.43 compared to a working balance of \$28,224.94 for the month of February - 2011. The General Fund Income for the month of February - 2012 was \$185,147.07 compared to \$148,134.24 for the month of February - 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 February - 2012 was \$47,808.97. The General Fund Savings balance for the month of February - 2012 was \$628,348.39. The Illinois Fund - General Fund balance for the month of February - 2012 was \$497,789.77. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending February 29, 2012. The actual versus budget variance percent target for the period is 25.00%. (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 February and therefore was not present for the meeting.

County Probation Officer Andy Ceresa was present for the meeting and presented to the board his office's statistical information on the number of supervision and probation cases.

County Supervisor of Assessments Tammy Mehalic was present for the meeting and thanked the board for allowing her to remodel her office. Ms. Mehalic also informed the board that she has begun tracking the flow of public through her office.

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of February. Mr. Burger informed the board that during the month of February his office did not issue any building permits. There were eleven (11) building permit inspections completed. Mr. Burger also informed the board that the information on the Putnam County Ag District was sent to the Corp of Engineers. (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 February. There were two (2) deaths reported during the month of February. (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 February. Mr. Goldasich informed the board that on February 16th he attended the Region 2 Coordinator's meeting in Dixon. Damage assessment reporting was discussed. Workman's Compensation for volunteers was also discussed and in checking with Mike Gonet, he informed Mr. Goldasich that volunteers in Putnam County are covered under the county's insurance plan. Mr. Goldasich also informed the board that on March 9th he attended a meeting with the American Red Cross. County disaster shelters were reexamined using new guidelines which include the ADA requirements. The community room of the McNabb Fire Department is being added as a new disaster shelter. Mr. Goldasich also informed the board that the next monthly EMA meeting will be March 14th at the Granville Fire

Department. Mr. Goldasich also informed the board that he attended other various meetings during the month of February and thus far for the month of March. (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 had their federal funding cut and they are going to dissolve. Board / committee member Duane Calbow discussed with the remainder of the board issues involving the county website which include browser problems. Also the county will need to contract a new website administrator. IFocus 2 will There were no other reports from any of the board's other committee members.

Under "New Business" for Accessibility Of GIS (Mapping) On County Website; Colin Russell with Bruce Harris and Associates presented to the board information on his company and the GIS (mapping) services they provide to 55 of the 102 counties in the State of Illinois. Mr. Russell demonstrated how the mapping system can be made fully accessible to the public via the county's website. After further discussion with Mr. Russell, the board agreed to review further before making a final decision. Mr. Russell agreed to assist the board at a later date in reviewing the system further and discussing a possible contract.

Also under "New Business" for Resolutions For E.M.A. Building Grant; Mr. Jordan Ellena with the North Central Illinois Council of Governments presented two (2) resolutions for county board review and discussion. The resolutions are for the Illinois Community Development Assistance Program public facilities grant #11-203574 awarded to Putnam County for the construction of a building to house the county's Emergency Management Agency. The first resolution, a "Resolution to Enter into a Contract Agreement for Administrative and Coordination Services for a Community Development Assistance Program (CDAP) Grant #11-203574 on Behalf of Putnam County" was discussed. Mr. Ellena explained to the board the administrative and coordination services that NCICG would provide to the county relative to the new EMA building construction. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the resolution of the contract agreement with the NCICG as written. Board member Gil Tonozzi 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 (#2012-11). The next resolution, a "Resolution Authorizing Signature Authority for Community Development Assistance Program (CDAP) Grant Project" was discussed. Mr. Ellena explained to the board that the resolution would authorize the NCICG, as grant administrator, to sign all CDAP payment checks and grant modification requests, provided that the county has approved all such actions. After brief discussion, board member John O'Neill moved that the board approve and adopt the resolution authorizing the NCICG, as grant administrator, to sign all CDAP payment checks and grant modification requests. 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 (#2012-12).

Also under "New Business" for Resolution For Authorization To Execute Deeds Of Conveyance; Putnam County Clerk Dan Kuhn presented to the board the draft of a resolution authorizing the Chairman of the Putnam County Board to execute a deed of conveyance of the county's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase as it relates to specific delinquent tax properties acquired by the County of Putnam as Trustee for the Taxing Districts. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the resolution as written. Board member Jon O'Neill 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 (#2012-13)

Also under "New Business" for Approve Bills; the county board reviewed the bills for the month of February. Board member Gil Tonozzi then moved that the board approve the payment of the bills for the month of February. 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.

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. Board Chairman Duane Calbow also reviewed a correspondence requesting a "letter of support" for HB5479 which would impose an Amusement Tax in the State of Illinois. After brief discussion, board member Gil Tonozzi moved that the board comply with the request for the "letter of support". 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.

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

At 11:50 A.M., board member Gil Tonozzi 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, April 9, 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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