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Putnam County Illinois Board Meeting Minutes

Minutes November 2012

PUTNAM COUNTY REGULAR BOARD MEETING

NOVEMBER 13, 2012, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Tuesday, November 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 Tonzzi, Chauntelle Biagi-Bruer , Sheila Haage, and John O'Neill answering.

It was then moved by board member Gil Tonzzi to approve the minutes from the October 9, 2012, Regular 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 October Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that all the electrical work has been completed on the new communication tower. The items remaining to be completed are the grounding equipment and the installation of a propane tank for heating the control room. When these items are completed, the tower will be fully functional. 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 Supervisor of Assessments Tammy Mehalic was present for the meeting and discussed the GIS Mapping Program and requested the board's approval for the accessibility of the program information by the public via the county's website. Ms. Mehalich stated that her budget would currently enable her to pay for the addition to the website. She requested that the board would consider appropriating an additional \$3600 for Fiscal Year 2013 thru 2014 to pay for one-half of the yearly costs for the contracted web hosting service fees through Bruce Harris and Associates. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the contract with Bruce Harris & Associates for web-hosting the GIS on the Putnam County website. 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.

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of October to the board. Mr. Burger informed the board that during the month of October his office issued seven (7) building permits. There were fifteen (15) building permit inspections completed with one (1) being a final inspection for a storage shed. Mr. Burger also informed the board that the Public Hearing to examine the new Putnam County Zoning Ordinance was held on October 7, 2012 at 7:00 P.M. at the courthouse. After making few grammatical corrections, the Putnam County Zoning Board unanimously recommends final approval by the Putnam County Board. (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 July, August, September, and October to the board. There were two (2) deaths reported to his office during the month of July, two (2) deaths reported to his office during the month of August, one (1) death reported to his office during the month of September, and two (2) deaths reported to his office during the month of October. Mr. Cofoid also informed the board that he attended the 19th Annual Medicolegal Death Investigation Conference in Collinsville, Illinois in August. Mr. Cofoid also informed the board that he attended and

completed a 40-hour training course offered by the Illinois State Police Training and Standards Board in Champaign, Illinois. (Mr. Cofoid's report is on file at the Office of the County Clerk for review by any interested parties.)

At this point of the meeting, the board agreed to move up the "New Business" agenda item Putnam County Death Investigator Appointment (Current Appointment Expires 11/30/12). Board member Gil Tonozzi moved that the board re-appoint Mr. Robert L. Cofoid as Putnam County Death Investigator for a four (4) year term which will expire on November 30, 2016. 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.

Putnam County Emergency Management Agency Coordinator Jim Goldasich presented his agency's report for the month of October to the board. Mr. Goldasich informed the board that the monthly meeting of the EMA Advisory Committee was held at the McNabb Fire Station on October 10th. The committee is purchasing communication software that will enable the EMA to program its own radios. Mr. Goldasich also informed the board that he held an Exercise Planning Committee meeting on October 29th at Mennie's Machine Company to familiarize the members with the area for the exercise to be held in the spring of 2013. Mr. Goldasich also informed the board that on November 2nd a meeting was held at the McNabb Fire Station for the Tactical Interoperability Communications Plan. A communications drill will be held on January 23, 2013 to finalize the plan. Mr. Goldasich also informed the board of other various meetings he has attended during the month of October and thus far for the month of November. (Mr. Goldasich's report is on file at the Office of the County Clerk for review by any interested parties.)

County Highway Engineer Edward Andrews reviewed his October report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews informed the board that he finalized out the day labor reimbursement for the two (2) county's assistance for crack sealing this past summer. Putnam County netted approximately \$5K. Marshall County has tentatively approved the purchase of a CrafCo 125 "tar kettle" unit in FY2013. Will review the possibility of Putnam County purchasing a 185 cfm air compressor and continue to reimburse each county for use of manpower and equipment per the IDOT day labor rates. Mr. Andrews also informed the board that he is continuing to update Modified GASB accounting of highway infrastructure for roadways, bridges, and equipment fleet. Draft copies were available for review by the board. Mr. Andrews also informed the board that he has received and reviewed the time and materials bill from Trovero Construction for the Bottom Road project. Payment will be appropriated from the original MFT estimate. Mr. Andrews also informed the board that the 1979 John Deere 672A road grader/maintainer has been brought back from Martin Equipment. Fuel tank and radiator were also found to need service and as a result, overall repairs ran approximately 10% higher than original estimate. Other County Highway Engineer activities have included the issuing of the plans for quotation on October 24th with walk through held on November 2nd for the County Highway Building repairs (siding and roof) and bay addition. Quotations will be opened and evaluated on November 9th. There are sixteen (16) plan holders. County Highway Maintenance activities have included checking roads, start splitting and stacking wood for winter months, finish mowing roadsides, routine maintenance for all

equipment for upcoming winter months, assisting Varsity Striping with painting/stripping a few roads, 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 was not present for the meeting. The board reviewed his financial reports for the month of October. The General Fund's working balance for the month of October - 2012 was \$4,813.35 compared to a working balance of \$15,784.74 for the month of October - 2011. The General Fund Income for the month of October - 2012 was \$163,663.07 compared to \$535,436.85 for the month of October - 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 October - 2012 was \$44,752.29. The General Fund Savings balance for the month of October - 2012 was \$1,143,530.43. The Illinois Fund - General Fund balance for the month of October - 2012 was \$221,111.56. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending October 31, 2012. The actual versus budget variance percent target for the period is 91.67%. (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 October and therefore was not present for the meeting.

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

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 Revised Ordinance For Animal Control Fees (Rabies Tags); Putnam County Animal Control Officer Ms. Allison Spayer, along with State's Attorney James Mack, discussed with the board a revised ordinance which pursuant to 510 ICLS 5/1 et seq. of the Animal Control Act, the County of Putnam is authorized by ordinance to require rabies inoculation for dogs, to require a registration tag to be issued, and to establish a fee for such registration. Said ordinance details the inoculation requirements, the registration fees, and the penalty for violation of any section or provision of the ordinance. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the revised Ordinance for Dog Inoculation and Registration. 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 process the revised ordinance (#2012-0-04).

Also under "New Business" for Alternative Energy Services; Mr. Charles Dana with Rock River Energy Services, addressed the board to discuss alternative energy sources provided through an electrical aggregation program. Mr. Dana also discussed a draft of a model ordinance for the board to consider. The ordinance would provide for submission to the electors of Putnam County, a public question whether or not the County of Putnam would have the authority to arrange for the supply of electricity for the residential and small commercial retail customers who have not opted out of such program. If the ordinance is approved by the board, the public

question would appear on the ballot at the April 9, 2013 Consolidated Election. After further discussion, it was agreed by the board to examine further. Mr. Dana will provide further information to the board prior to the December board meeting.

Under “New Business” for Resolution / State’s Attorneys Appellate Prosecutor; State’s Attorney James Mack reviewed and explained to the board the resolution which supports the continued operation of the Office of the State’s Attorneys Appellate Prosecutor and designates the Office of the State’s Attorneys Appellate Prosecutor as its agent to administer the operation of appellate offices and process said appellate court cases for Putnam County. Board member Sheila Haage moved that the board approve and adopt the resolution as written. 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 process the resolution (#2012-23).

Also under “New Business” for Putnam County Website; the board discussed the progress being made with the overall content of the website. Monitoring and the addition of information will continue. 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 October. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of October. Board member Gil Tonozzi seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

At 8:20 P.M., board member Chauntelle Biagi-Bruer moved that the board retire into Executive Session to discuss real estate transaction issues. 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 board then retired into Executive Session.

EXECUTIVE SESSION

At 8:45 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 4 ayes, 0 nays, and 0 absent. 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 and information from the North Central Illinois Council of Governments.

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

Prior to adjournment, Board Chairman Duane Calbow recognized board members Gil Tonozzi and John O’Neill who are retiring from the board effective December 1st. Mr. Calbow thanked each of them for their years of hard work and dedication to the board and the citizens of Putnam County.

At 8:55 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, December 10, 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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