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Putnam County Illinois Board Meeting Minutes

Minutes September 2012

PUTNAM COUNTY REGULAR BOARD MEETING

SEPTEMBER 10, 2012, 10:00 A.M.

The regular meeting of the Putnam County Board was called to order at 4:00 P.M. on Monday, September 10, 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, and Sheila Haage answering. Board members Chauntelle Biagi-Bruer and John O'Neill were absent for the meeting. (Note: due to the lack of a quorum, items requiring a board vote will be voted on at the next meeting.)

County Highway Engineer Edward Andrews reviewed his August report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews informed the board that the emergency repairs on the Bottom Road culverts were completed by Advanced Asphalt on August 31st. Mr. Andrews also informed the board that as a result of the Road Oil, Inc. suspension, the IDOT has extended the allowance to make award of Seal Coat to the second low bidder, Pavement Maintenance Services. (Road Oil, Inc. has been 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). Hennepin and Senachwine Townships have elected to award the original program and Granville and Magnolia Townships and Putnam County have elected not to proceed this season. Mr. Andrews stated that the bond and contract award will require the County Board Chairman's signature. Mr. Andrews also informed the board that he has received detailed repair estimates for the 1979 John Deere 672A road grader/maintainer. Those estimates from Martin Equipment were shared with the board. Two (2) items that will require attention before the winter season are repairs to the front wheel drive and the hydraulic fluid leak in/under the engine. Mr. Andrews informed the board that the equipment replacement budget has sufficient funds to cover the repairs. Other County Highway Engineer activities have included the preliminary preparation of next fiscal year's budget for County Highway and other County Highway related appropriations. County Highway Maintenance activities have included checking roads, cutting brush on Florid, Power Plant and Fish 'N Fun Roads, mowing roadsides, working on a waterway to alleviate flooding on the McNabb Blacktop Road east of McNabb , assisting AAC on Bottom Road work, 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 August Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that the new communication tower has been erected with the remainder of detailed installation to be completed before tower is functional. Mr. Doyle also informed the board that the Sheriff's Department will be open to the public as a receiving center for the disposal of unused or expired medications on Saturday, September 29th from 10 A.M. to 2:00 P.M. Mr. Doyle also informed the board that he has received complaints from the public concerning the discharge of firearms in close proximity to their property. The county currently has no ordinance for guidelines relative to the discharge of firearms. 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 August to the board. The General Fund's working balance for the month of August - 2012 was \$79,631.05 compared to a working balance of \$18,811.76 for the month of August - 2011. The General Fund Income for the month of August - 2012 was \$175,492.89 compared to \$713,342.05 for

the month of August - 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 August - 2012 was \$8,887.18. The General Fund Savings balance for the month of August - 2012 was \$938,100.27. The Illinois Fund - General Fund balance for the month of August - 2012 was \$264,820.72. Mr. Kunkel also informed the board that the 2nd installment of 2011 property taxes was collected on September 4th and the distribution to the taxing districts will commence shortly. Mr. Kunkel also reviewed the budget for FY2011 – 2012. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending August 31, 2012. The actual versus budget variance percent target for the period is 75.00%. (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 August and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of August to the board. Mr. Burger's report informed the board that during the month of August his office issued seven (7) building permits. There were twenty (20) building permit inspections completed. Mr. Burger's report also informed the board that he posted one (1) violation for building without a permit at Lake Thunderbird during the month of August. The contractor has since obtained the permit and paid the fine. (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. It was noted that Mr. Cofoid had not submitted his Death Investigator's report for the month of August 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. The item will be placed on the agenda again for the October 2012 board meeting for possible final approval.

Putnam County Emergency Management Agency Coordinator Jim Goldasich presented his agency's report for the month of August to the board. Mr. Goldasich informed the board that he attended the Annual IEMA Conference in Springfield on September 4th, 5th, and 6th and at that time received his re-certification for having met the requirements for the Illinois Professional Emergency Manager designation. The certification is in effect for a 3-year period. Mr. Goldasich also informed the board that our accreditation as a certified EMA Program has been submitted and we should receive our certificate in October. Mr. Goldasich also informed the board of other various meetings he has attended during the month of August and thus far for the month of September. (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 that were present.

At this point of the meeting, it was determined by the board members present that no further business would be conducted due to the absence of the remainder of the board. It was agreed by the board members present that the meeting would be recessed and reconvened at 4:00 P.M. on September 17, 2012.

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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