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Putnam County Illinois Board Meeting Minutes

Minutes - May 2013

PUTNAM COUNTY REGULAR BOARD MEETING

MAY 13, 2013, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, May 13, 2013, 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, Chauntelle Biagi-Bruer, Sheila Haage, William Holmes, and Jordan Ellena answering.

It was then moved by board member Chauntelle Biagi-Bruer to approve the minutes from the April 8, 2013, Regular Board Meeting. Board member Jordan Ellena seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. It was then moved by board member Sheila Haage to approve the minutes from the May 9, 2013, Special Board 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.

At this point of the meeting, board chairman Duane Calbow requested that the board move up the New Business agenda item, "Dedication of Memorial Plaque for Donald "Donnie" Camatti". The remainder of the board agreed. A Memorial Plaque honoring the late Donnie Camatti for his friendship and 41 years of service to the people of Putnam County was presented to members of Mr. Camatti's family who were in attendance. The plaque will be hung in the courthouse in memory of Mr. Camatti. The family is also donating a bench which will be placed in front of the courthouse as a memorial for "Donnie" Camatti.

County Highway Engineer Edward Andrews reviewed his April report of County Highway Engineer and Maintenance Activities with the board. Mr. Andrews presented a draft of a "Resolution Awarding Bids For Various Township And County Maintenance Sections" to the board for their review and approval. After brief discussion, board member Chauntelle Biagi-Bruer moved to approve and adopt the resolution as written. Board member Jordan Ellena seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2013-11). Mr. Andrews also discussed the flood event of April 18th and a number of emergency road repairs that were made. Mr. Andrews also informed the board that on April 30th, IEMA Initial Damage Assessment Estimates were submitted to the respective Marshall and Putnam County ESDA directors. Mr. Andrews also informed the board that he was notified by the IDOT on May 1st that Federal Route Damage assessment estimates were due by May 3rd at Noon. Mr. Andrews also updated the board on the progress that has been made thus far on the Putnam County Highway Building renovation project. Mr. Andrews stated that he has received the traffic study report from Crawford, Bunte, and Brammeier (CBB) regarding the turn lane warrants at the Bottom Road and IL 89. Mr. Andrews also informed the board that Illinois Valley Surveying has completed the boundary survey of Putnam County and Hennepin Township sheds in support of site planning for a possible shared salt shed. Other County Highway Engineer activities have included attendance at various meetings and seminars. County Highway Maintenance activities have included checking roads, assisting with building renovation project, repairing damages to roads and culverts due to the flooding, 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 April Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that he has checked into the cost for replacing the flagpole in front of the "old" courthouse. He also informed the board that the American Flag

should be flown on one pole and the State and County Flags should be flown together on a separate pole. The total cost of the project would be \$2600 which would include two (2) concrete pads and two (2) flag poles. Mr. Doyle also presented to the board a draft of a "Solicitation" ordinance as requested by the county board. The ordinance requires door to door salespeople to register with the County Sheriff's Office. After brief discussion, board member Jordan Ellena moved that the board approve and adopt the ordinance as written. Board member William Holmes seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the ordinance (#2013-0-03). As part of Mr. Doyle's report, the board agreed to discuss the New Business agenda item "Resolution Authorizing The Execution Of The Illinois Telecommunicator Emergency Task Force Intergovernmental Agreement. The resolution provides that any power or powers, privileges, or authority exercised or which may be exercised by a unit of local government may be exercised jointly with any other unit of local government whether within or outside the State of Illinois as outlined in the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the resolution as written. Board member Sheila Haage seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2013-14). Mr. Doyle 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 April to the board. The General Fund's working balance for the month of April - 2013 was (\$6,577.36) compared to a working balance of (\$14,972.51) for the month of April - 2012. The General Fund Income for the month of April - 2013 was \$240,166.35 compared to \$219,622.19 for the month of April - 2012. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2013". The General Fund balance for the month of April - 2013 was \$71,445.55. The General Fund Savings balance for the month of April - 2013 was \$369,474.35. The Illinois Fund - General Fund balance for the month of April - 2013 was \$461,254.44. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending April 30, 2013. The actual versus budget variance percent target for the period is 0.42%. Mr. Kunkel informed the board that the property tax bills for tax year 2012 have been mailed out. Mr. Kunkel also discussed the additional, optional 457A Savings Plan (self-funded retirement plan) through Security Benefits. Mr. Kunkel informed the board that Security Benefits will provide on-site counseling for those individuals participating in the plan. After brief discussion with Mr. Kunkel, the board directed the Insurance Committee to meet with a representative from Security Benefits. Mr. Kunkel will schedule the meeting. (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 April and therefore was not present for the meeting.

County Probation Officer position is currently vacant. As a result, there is no report for the month of April.

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

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of April to the board. Mr. Burger informed the board that during the month of April his office issued four (4) building permits. There were nine (9) building permit inspections completed. Mr. Burger also informed the board that he met with the State's Attorney and Brian Gift from North Central Illinois Council of Governments to review the County Zoning Ordinance. Some changes were made to the wording and as a result, it was suggested to schedule another public hearing in the near future. Mr. Burger also informed the board that on April 25th he attended a meeting in Utica, Illinois with the Illinois Floodplain Manager, FEMA, and representatives from several of the towns affected by the recent flooding. After a damage assessment is completed, the Illinois Floodplain Manager and FEMA representatives will be available for a meeting with Putnam County residents affected by flooding to inform them of their available options. Mr. Burger also informed the board that on April 29th he assisted Putnam County EMA Coordinator Jim Goldasich notifying residents in the floodplain within Putnam County of the impending flooding situation. (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 March and April Death Investigator reports to the board. There were no deaths reported to his office during the month of March. There were four (4) deaths reported to his office during the month of April. Mr. Cofoid informed the board that has completed a training program on "Lead Homicide Investigator" in Champaign, Illinois. Mr. Cofoid also informed the board that he is working on a grant project that will be submitted to the State of Illinois. (Mr. Cofoid's reports are 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 April to the board. Mr. Goldasich informed the board that the monthly meeting of the EMA Advisory Committee was held at the EMA Building in Hennepin, Illinois on April 10th. Mr. Goldasich also discussed the Functional Exercise that was held at Mennie's Machine Company on April 14th. Mr. Goldasich also informed the board that work began on the renovation of the new EMA Building on April 15th and is expected to be completed with the next two (2) weeks. Mr. Goldasich also informed the board that he held damage assessment workshops in each of the villages and in Senachwine Township to address the flooding issues. Damage assessments forms were delivered to the IEMA Office in Dixon, Illinois on May 1st. Mr. Goldasich also informed the board of other various meetings he has attended during the month of April and thus far for the month of May. (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 Sheila Haage informed the remainder of the board that Mr. Terry Judd is retiring from the Putnam County Health Department after 27 years of service to the board. The board will send a letter of

recognition to Mr. Judd. Also, board member Jordan Ellena will replace former board member John O'Neill as Putnam County Board representative on the Tri-County Opportunities Council. There were no other reports from any of the board's other committee members.

Under "New Business" for Ordinance For Emergency Appropriation And Budget Amendment; the board reviewed the ordinance which amends the Fiscal Year 2013 Annual Appropriation Ordinance. The amendment increases Appropriation 30 - County Bridge Fund, Line Item #2 (Drainage Structures All Townships) to an amount of \$95,000. The amendment also increases Appropriation 5 - County Highway Fund, Line Item #2 (Equipment Purchases) to an amount of \$250,000. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the ordinance as written. Board member Willaim Holmes seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the ordinance (#2013-0-04).

Also under "New Business" for Ordinance Ascertaining Prevailing Wage Rates For The County of Putnam; the board reviewed the ordinance prepared by the State's Attorney which "regulates the wages of laborers, mechanics and other workers employed in any public works by State, County, City, or any public body or any political subdivision or by any one under contract for public works". After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve and adopt the ordinance as written. The approval is contingent upon the attachment of the June prevailing wages rates as soon as they are made available. Board member William Holmes seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the ordinance (#2013-0-05). The County Clerk is directed to send copies of the ordinance to the Illinois Department of Labor and Secretary of State's Office.

Also under "New Business" for McNabb Fire Protection District, Trustee Re-appointment; the board reviewed a letter of request from the McNabb Fire Protection District for the re-appointment of Mr. James Goldasich as trustee. The district recommends that Mr. Goldasich be reappointed for a three-year term which will expire on May 1, 2016. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the request for the re-appointment of Mr. James Goldasich as trustee for the McNabb Fire Protection District. Board member Sheila Haage seconded the motion and the motion was carried on a roll call 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 County Health Insurance, Contract Year July 1, 2013 thru June 30, 2014; Putnam County Clerk and Local Health Plan Representative Dan Kuhn presented to the board the information relative to the Fiscal Year 2014 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - LGHP, State of Illinois. The Health Insurance Plan's Group Rate Tier for Fiscal Year 2014 is A+. The Group Rate Tier for Fiscal Year 2013 was an A. As a result, the premiums will be decreased by nearly 5%. After further discussion, board member Chauntelle Biagi-Bruer moved to approve the Fiscal Year 2014 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - LGHP. Board

member William Holmes seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 absent. Mr. Kuhn will complete the required contractual paperwork and file it with the Department of Central Management Services, State of Illinois.

Also under “New Business” for Putnam County Website; the board discussed the progress being made with the overall content of the website. The addition of information, monitoring and updating will continue. The site’s address is www.co.putnam.il.us ([http://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 April. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of April. Board member William Holmes seconded the motion and the motion was carried on a roll call vote of 4 ayes, 0 nays, and 0 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 and information from the United Counties Council of Illinois.’

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 4 ayes, 0 nays, and 0 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, June 10, 2013, 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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