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Putnam County Illinois Board Meeting Minutes

Minutes, Amended, May, 2014

PUTNAM COUNTY REGULAR BOARD MEETING

MAY 12, 2014, 7:00 P.M.

(*Amended July 7, 2014, to correct the omission of board member Jordan Ellena's resignation from the Putnam County Board)

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, May 12, 2014, in the boardroom at the Putnam County Courthouse in Hennepin, Illinois by Putnam County Board Chairman, Duane 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 moved by board member Chauntelle Biagi-Bruer to approve the minutes from the April 14, 2014, Regular Board Meeting. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent.

County Highway Engineer Pat Sloan reviewed his April report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan presented a draft of a "Resolution Awarding Bids For Various Township And County Maintenance Sections" to the board for their review and approval. The bids were received at a letting held on March 28, 2014, and were within the IDOT guidelines to award. Mr. Sloan recommends the award of the contracts to the low responsible bidder as listed in the resolution and as approved by the IDOT on April 15, 2014. 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 board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2014-04). Other County Highway Engineer activities have included completion of the routine biennial bridge inspections, sought quotes for 1-ton truck budgeted for replacement this year, cooperating with Marshall County to complete fourteen (14) miles of crack-filling during the month of June (nine (9) miles in Marshall and six (6) miles of the Hennepin-Florid Road, and spray-patching this week utilizing the county crew and Ace-in-the-Hole's spray-patching services. County Highway Maintenance activities have included servicing the Highway and Sheriff Department's vehicles, removing snow plow's wings and spreaders, repairs to Mark Road, and repairs to all other county roads. (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 the cooling tower motor has failed and has been taken to Complete Industrial to determine rebuild or replacement. Mr. Doyle also informed the board that he is looking into upgrading the entire courthouse security camera system. (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 financial reports for the month of April to the board. The General Fund's working balance for the month of April - 2014 was \$12,371.77 compared to a working balance of (\$6,577.36) for the month of April - 2013. The General Fund Income for the month of April - 2014 was \$242,222.90 compared to \$240,166.35 for the month of April - 2013. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2014". The General Fund balance for the month of April - 2014 was \$125,938.90. The General Fund Savings balance for the month of April - 2014 was \$373,559.29. The Illinois

Fund - General Fund balance for the month of April - 2014 was \$557,958.36. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending April 30, 2014. The actual versus budget variance percent target for the period is 41.667%. Mr. Kunkel also informed the board that the 2013 Property Tax bills were sent out last week with the first installment being due June 9, 2014. (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 Nicole Tonioni had nothing to report to the board for the month of April and therefore was not present for the meeting.

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 three (3) building permits. There were nine (9) building permit inspections completed. Mr. Burger also informed the board that he revisited a cabin at Walnut Grove to further inspect flood damage and inspected the elevating of a cabin next to the harbor area. Mr. Burger also informed the board that he assisted a resident of Lake Thunderbird on completing a Letter of Map Amendment for floodplain requirements. The resident will also need a certificate of elevation from a surveyor to verify that the residence is not in the floodplain. This is a result of the new Floodplain Map developed by the Corps of Engineers. Mr. Burger also discussed an attachment to his report with information on Senate Bill SB3263. If passed, the bill would eliminate county control of wind turbine regulations and siting. (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 also noted that Mr. Cofoid had not submitted his Death Investigator's report for the month of April to the board prior to the meeting.

Putnam County Emergency Management Agency Coordinator John Ehrhardt presented the agency's report for the month of April to the board. Mr. Ehrhardt informed the board that he went to the IEMA Region 2 office in Dixon, Illinois to go over the 2014-2016 Emergency Operations Plan first draft with the Regional Officer and to submit the 2nd Quarter Reimbursement Report. Mr. Ehrhardt also informed the board that an all-day FEMA Boot Camp training session was held at the PCEMA Building for ICS 100/200/700/800 with twenty (2) people in attendance. Mr. Ehrhardt also informed the board of other various meetings that he attended during the month of April and thus far for the month of May. Mr. Ehrhardt also informed the board that work continues on the PCEMA building, the garage facilities, the communications tower, the Emergency Operations Center, and the Emergency Operations Plan. (Mr. Ehrhardt's PCEMA report is on file at the Office of the County Clerk for review by any interested parties.)

Under “Old Business” for committee reports; County Health Committee member Sheila Haage distributed to the remainder of the board the Bureau & Putnam County Health Departments’ Report to the Community for 2013. The report includes the financial reports for each county’s health department. The board also discussed Operation Prom-ise which was held at the Putnam County High School on May 9, 2014.

Under “New Business” for Ethics Commissioner Appointment; a vacancy exists on the Ethics Commission as a result of the death of Mr. James Goldasich. Board member Chauntelle Biagi-Bruer informed the board that she discussed filling the vacancy with Mr. John Ehrhardt who replaced Mr. Goldasich as Putnam County EMA Coordinator. Mr. Ehrhardt said that he would accept the Ethics Commissioner appointment. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board appoint Mr. John Ehrhardt as Ethics Commissioner. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. Ethics Commission Advisor Dan Kuhn then informed the board that Mr. Robert Dawe was contacted and that he has decided to resign his position as Ethics Commissioner resulting in a new vacancy on the commission. The board agreed to identify a candidate. The board also directed the Clerk of the County Board to place the item on the agenda for the June 9, 2014, Regular Meeting of the Putnam County Board.

Also under “New Business” for Ordinance Setting The Per Diem And Travel Expenses For Grand And Petit Jurors; the board reviewed approved the ordinance for the Juror Fees which were approved at the last meeting in April in accordance with the FY2013-2014 Budget/Appropriation Ordinance (#2013-0-07). The Clerk of the County Board was directed to process the ordinance for the Juror Fees (#2014-0-01).

Also under “New Business” for Marshall-Putnam-Stark County Chief Probation Supervising Officer Retirement Announcement And Replacement; Ms. Marty Sloan-Kruse, Marshall-Putnam-Stark County Chief Probation Supervising Officer, addressed the board and informed them that she is retiring from her officer’s position. Ms. Sloan-Kruse also announced that Ms. Megan Spradling will be appointed to fill the position

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 anyone 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 2014 prevailing wages rates as soon as they are made available. 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 ordinance (#2014-0-02). The County Clerk is also directed to send a copy of the ordinance to the Illinois Department of Labor. A copy is no longer required to be sent to the Secretary of State’s Office.

Also under "New Business" for Marshall - Putnam River Conservancy District Trustee Re-appointment; the board reviewed a letter from the Marshall - Putnam River Conservancy District recommending the re-appointment of Mr. John Peterson for a five (5) year term to their board of trustees. The term will expire April 30, 2019. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the recommendation for the re-appointment Mr. John Petersen as trustee for the Marshall-Putnam River Conservancy District. 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 send a letter to the district informing them of the board's approval.

Also under "New Business" for Standard Fire Protection District, Trustee Appointment; the county board reviewed a letter of recommendation for the appointment of Mr. Joseph Ellena for a three (3) year term to the Board of Trustees for the Standard Fire Protection District. The term will expire April 30, 2017. After brief discussion, board member Chauntelle Biagi-Bruer moved that the board approve the recommendation for the appointment of Mr. Joseph Ellena to the Board of Trustees for the Standard Fire Protection District. 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 send a letter to the Standard Fire Protection District informing them of the board's approval.

Also under "New Business" for Magnolia Cemetery Board, Trustee Appointments; the board received a letter from the Magnolia Cemetery Board Association requesting the approval of the board member's names and terms as listed in the letter. The board requested the State's Attorney to investigate any possible legality relative to cemetery boards and advise the county board of their next course of action. The item will be placed on the agenda for discussion and possible approval at the next Regular Meeting of the Putnam County Board in June.

*At this point of the meeting, board member Jordan Ellena submitted his letter of resignation from the Putnam County Board. Mr. Ellena informed the remainder of the board that he has accepted a job position in Independence, Missouri that requires him to move out of the county and that today's meeting will be his final as a member of the board.

Also under "New Business" for Term Salaries For Elected County Officials; the board initiated discussion on Term Salaries for Elected County Officials. At 8:10 P.M., board member Sheila Haage moved that the board retire into Executive Session to discuss personnel issues (5ILCS 120/2). Board member Jordan Ellena 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 8:17 P.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 4 ayes, 0 nays, and 0 absent. The board then returned to Regular Session.

After brief discussion, board member Sheila Haage moved that the board approve a 2% salary increase per year for four (4) years for elected county officials commencing December 1, 2014. Board member William Holmes seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. After further discussion and conferring with the State's Attorney, Board Chairman Duane Calbow informed the board that in order to finalize the term salaries, a special meeting will be required. Board member Sheila Haage rescinded her prior motion and the board agreed to hold a special meeting at 6:30 A.M. on Friday, May 16, 2014, at which time the term salaries for elected officials will be determined and approved. *Board member Jordan Ellena stated that he will attend the May 16th and will change the date of his resignation from the county board from May 12th to May 16th.

Also under "New Business" for County Health Insurance, Contract Year July 1, 2014 thru June 30, 2015; Putnam County Clerk and Local Health Plan Representative Dan Kuhn presented to the board the information relative to the Fiscal Year 2015 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 2015 is A+, unchanged from Fiscal Year 2014. However, the premiums will increase by 5.9% for Fiscal Year 2015. After further discussion, board member Chauntelle Biagi-Bruer moved to approve the Fiscal Year 2015 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - LGHP. 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. 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 overall content and administration of the website. The addition of information, monitoring and updating will be on-going. Ms. Sandra Woest is the administrator of the website. Updates and additional information for posting to the website should be forwarded to Ms. Woest. Her new e-mail address is slwoest42@yahoo.com (<mailto:slwoest42@yahoo.com>) or swoest.8.60@gmail.com (<mailto:swoest.8.60@gmail.com>) .

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. Board Chairman Duane Calbow informed the remainder of the board that he received a request from the Putnam County Achievement Services to have the Putnam County Board Meeting Dates posted on their calendar. Board Chairman Duane Calbow also reviewed a letter from Mr. John Heider who donates his services in reconditioning old, neglected cemeteries. He has requested to work at reconditioning the Florid Cemetery.

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

At 8:45 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 next Regular Meeting of the Putnam County Board is scheduled for Monday, June 9, 2014, 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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