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Putnam County Illinois Board Meeting Minutes

Minutes, August 10, 2015

PUTNAM COUNTY REGULAR BOARD MEETING

AUGUST 10, 2015, 9:00 A.M.

The regular meeting of the Putnam County Board was called to order at 9:00 A.M. on Monday, August 10, 2015, 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, Sheila Haage, William Holmes, Steven Malavolti, and Luke Holly answering.

It was moved by board member Sheila Haage to approve the minutes from the July 13, 2015, Regular Board Meeting. Board member Steven Malavolti 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 July report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan informed the board that he has finalized the Township Bridge Program Fund paperwork for the Magnolia Township culvert replacement project on Meridian Road. A check was received from the State of Illinois in the amount of \$41,558.64. This is our FY2012 allotment. Next year approximately \$160,000 will be available for construction by accessing FY2013, 2014, 2015, and 2016 Township Bridge Program funds. The engineering agreement with Fehr-Graham has been executed and they will get the project ready for construction next year. Mr. Sloan also informed the board that the County Aid Project #202 for the culvert liner on ESK Road has been completed and all costs processed. Mr. Sloan then presented to the board for their approval, a Preliminary Engineering Agreement for the Bottom Road Bridge Replacement Project. The approximate cost for the contract with Mauer-Stutz, Inc. of Peoria, Illinois is \$52,000. After brief discussion, board member Steven Malavolti moved to approve the Preliminary Engineering Agreement with Mauer-Stutz, Inc. for the Bottom Road Bridge Replacement Project. Board member Luke Holly seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. Other County Highway Engineer activities have included setting up the seal coating and skip paving work which is expected to begin by the end of August and coordinating the Sign Upgrade Program with participating jurisdictions. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, patching holes and the edges on roads, finishing the crack sealing project with Marshall County, taking the grader to the Marshall-Putnam Fair and bringing it back, and mowing the grass at the shop. (The Putnam 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 July Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that repairs were made to the heating/air conditioning pump. Mr. Doyle also informed the board that the entry-way and coal shoot on the south side of the "old" courthouse have been removed. When the stone bands are delivered, they will be installed and the brick work completed. Mr. Doyle stated that currently there are no maintenance issues within the courthouse. Mr. Doyle had nothing further to report. (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 July with the board. The General Fund's working balance for the month of July - 2015 was (\$8,669.18) compared to a working balance of (\$13,895.26) for the month of July - 2014. The General Fund Income for the month of July - 2015 was \$719,840.62 compared to \$764,039.89 for the month of July - 2014. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2015". The General Fund balance for the month of July - 2015 was \$7,641.16. The General Fund Savings balance for the month of July - 2015 was \$895,319.70. The Illinois Fund - General Fund balance for the month of July - 2015 was \$253,439.95. Mr. Kunkel also informed the board that the county will not receive any reimbursements from the State of Illinois until the state's budget is agreed to and finalized. Mr. Kunkel also informed the board that the second installment of property taxes is due September 1, 2015. Mr. Kunkel also reviewed the budget for the current fiscal year for the period ending July 31, 2015. The actual versus budget variance percent target for the period is 66.67%. (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 to the board for the month of July and therefore was not present for the meeting.

At this point of the meeting, it was agreed by the board to move up the "Putnam County Probation Officer" new business agenda item for discussion. Megan Spradling, Chief Probation Officer for the Marshall-Putnam-Stark Probation District, was in attendance to discuss the recent resignation of Putnam County Probation Officer Nikki Tonioni. Ms. Spradling informed the board that an employment opportunity has been published in the local newspapers and the deadline for applications is August 21st of this month. For the interim, Ms. Spradling stated that she and the Marshall County Probation Officer will cover the probation duties for Putnam County until a new probation officer is identified. Ms. Spradling also requested that the part-time Probation Office Secretary be allowed to work an extra day to assist with the probation duties. Ms. Spradling also discussed the effect that the short term vacancy will have on the Probation Officer budget.

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

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of July to the board. Mr. Burger informed the board that there were eight (8) building permits issued during the month of July. There were seventy (70) building permit inspections completed of which fifty (50) were at the Marquis Energy's ethanol plant. Mr. Burger also discussed the flooding of the Illinois River during the middle of June. The river crested at 30.35 feet on June 30th. The flooding did not pose any real threat to residences along the river. Mr. Burger also informed the board that he attended the Hazard Mitigation Plan meeting in Spring Valley, Illinois. The meeting explained the procedures for obtaining grants for the repair of flood damages to critical services located in the flood zone. Fortunately, Putnam County does not have any critical services (fire and police stations, sheriff's offices, medical services, etc.) in the flood zone. (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 July to the board. There were four (4) deaths reported to his office during the month of July. Mr. Cofoid had nothing further to report. (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 Robert Cofoid presented his PCEMA report for the month of July to the board. Mr. Cofoid's report highlighted the attendance at various meetings and other activities the agency participated in. Mr. Cofoid also informed the board that the I.D. card machine is now located at the PCEMA Building. Anyone needing an I.D. badge or replacement should contact Mr. Cofoid. (The PCEMA Coordinator'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 Steve Malavolti informed the remainder of the board that he attended a Tri-County Opportunities Council meeting. Budgetary issues were discussed. Mr. Malavolti informed the board that he will serve the on the Tri-County Opportunities Council until the end of the year. Mr. Malavolti also informed the remainder of the board that he attended a BEST meeting. Government funding not utilized by BEST is returned to the government. There were no other reports from any of the board's committees.

Under "New Business" for Resolution Supporting the Putnam County Workforce Development Week; Ms. Pam Furlon with the Business Employment Skills Team (BEST) agency presented to the board a model resolution Supporting Putnam County Workforce Development System and designating the week of August 31st through September 6th of the year 2015, as "Workforce Development Week" in the County of Putnam. The Putnam County Board encourages individuals, businesses, and government organizations to visit and promote the programs and services offered through local Workforce Investment Boards. After brief discussion, board member Steven Malavolti moved that the board approve and adopt the resolution Supporting Putnam County Workforce Development System and designating the week of August 31 through September 6, 2015, as "Workforce Development Week" in the County of Putnam. 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. The Clerk of the County Board was directed to process the resolution (#2015-12). Ms. Furlon also informed the board that the Illinois Senate has passed a bill for the funding of the Workforce Innovation and Opportunity Act (WOIA). Ms. Furlon also reviewed the program's upcoming activities for the year July 1, 2015 thru June 30, 2016, and discussed some of the success stories of individuals that have utilized the BEST program.

Also under "New Business" for Putnam County Probation Officer; the agenda item was moved up for discussion earlier during the meeting.

Also under "New Business" for Putnam County Conservation District, Trustee Appointment; the board reviewed the one (1) application submitted for the appointment. After brief discussion, board member Luke Holly moved that the board approve the appointment of Mr. William Duke to the Board of Trustees for the P.C.C.D. (The appointment is for a five (5) year term that will

expire in July of 2020.) 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 Mr. Duke, and the Putnam County Conservation District informing them of the board's decision.)

Also under "New Business" for Putnam County Website; the board discussed the information updates recently submitted. The addition of information, monitoring and updating will be on-going. Any and all updates should be forwarded to Ms. Sandy Woest. Her e-mail address is **[swoest.8.60@gmail.com \(mailto:swoest.8.60@gmail.com\)](mailto:swoest.8.60@gmail.com)** .

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

Also under "New Business" for Correspondences and Reports; the board reviewed 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. Correspondences were also reviewed from the Illinois Soybean Association, North Central Illinois Council of Governments and the Illinois Valley Chamber of Commerce. Board Chairman Duane Calbow discussed with the remainder of the board information received that the IDOT is looking at the long-term feasibility of Interstate 180 and the possibility of changing the road to two lanes from the current four lanes. More information will be sought after. If considered, it would be a major issue for Bureau and Putnam Counties.

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

At 9:56 A.M., board member Sheila Haage moved to adjourn the meeting. Board member Steve Malavolti 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, September 14, 2015, at 9:00 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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