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**[Minutes, July 13, 2015 \(/\)](#)**

# Putnam County Illinois Board Meeting Minutes

## Minutes, July 13, 2015

PUTNAM COUNTY REGULAR BOARD MEETING

JULY 13, 2015, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, July 13, 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, and Steven Malavolti answering. Board member Luke Holly was absent from the meeting.

It was moved by board member Steven Malavolti to approve the minutes from the June 8, 2015, Regular Board Meeting. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent.

It was then moved by board member Steven Malavolti to approve the minutes from the July 1, 2015, Special County Board Meeting. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent.

County Highway Engineer Pat Sloan reviewed his June report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan informed the board that the co-operative crack sealing project has been completed in Putnam County and has now begun in Marshall County. Mr. Sloan also informed the board that he is putting together specifications for bids on a new snow plow truck. It was recommended by the County Highway Foreman that the new snow plow truck is a higher priority than the salt shed replacement project. Mr. Sloan also informed the board that the county is required to use their Township Bridge Program allotment within four (4) years. The FY2012 funds allotted to the program amounts to \$41,558.64. Upon review of the township structures that are eligible, Mr. Sloan recommended to proceed with replacing a bridge on 1600 E. Meridian Road in Magnolia Township. Mr. Sloan presented to the board for their approval, a resolution for County Aid Project #302 (Magnolia Township Bridge Replacement). The total cost of the project is estimated at \$300,000 of which the county's share would be approximately \$22,500. After brief discussion, board member Steven Malavolti moved to approve the resolution for County Aid Project #302. Board member William Holmes seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the resolution (#2015-11). Mr. Sloan also presented to the board for their approval, the Preliminary Engineering Agreement for the Magnolia Township Bridge Replacement Project. The not-to-exceed amount for the contract with Fehr-Graham is \$52,000. Will request \$41,600 from the Township Bridge Program and the balance to be split by the county and Magnolia Township. After brief discussion, board member Steven Malavolti moved to approve the Preliminary Engineering Agreement with Fehr-Graham for the Magnolia Township Bridge Replacement Project. Board member William Holmes seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. Other County Highway Engineer activities have included working with Granville and Hennepin Townships on culvert replacement projects and research with Hennepin Township on methods to cost-effectively alleviate future erosion problems. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, cold patching the edges of the S. Mark Road, finishing crack

sealing, removing debris from culverts due to flooding, and mowing grass at the shop and along the roadsides. (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 June Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board 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 June with the board. The General Fund's working balance for the month of June - 2015 was (\$2,476.06) compared to a working balance of (\$19,251.18) for the month of June - 2014. The General Fund Income for the month of June - 2015 was \$154,403.88 compared to \$193,651.96 for the month of June - 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 June - 2015 was \$130,697.40. The General Fund Savings balance for the month of June - 2015 was \$604,856.33. The Illinois Fund - General Fund balance for the month of June - 2015 was \$90,461.76. Mr. Kunkel also presented to the board the estimate from Connecting Point for computer wire mapping of the Circuit Clerk and State's Attorney offices. Mr. Kunkel also reviewed the budget for the current fiscal year for the period ending June 30, 2015. The actual versus budget variance percent target for the period is 58%. (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 June and therefore was not present for the meeting.

County Probation Officer Nicole Tonioni had nothing to report to the board for the month of June and therefore was not present for the meeting.

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

County Zoning Officer Jim Burger presented his Zoning Officer Report for the month of June to the board. Mr. Burger informed the board that there were two (2) building permits issued during the month of June. There were twenty (20) building permit inspections completed of which fourteen (14) were at the Marquis Energy's ethanol plant. Mr. Burger also discussed the flooding of the Illinois River during the middle of June. At this time the flooding has not posed any real threat to residences along the river. Mr. Burger also informed the board that he had a sign removed along Illinois Highway 89, north of Toedter Oil Company. The sign was found to be in the right-of-way. (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. The board reviewed his Death Investigator's report for the month of June. There were three (3) deaths reported to his office during the month of June. Mr. Cofoid's report also informed the board that in August

he is planning on attending the Illinois Coroners and Medical Examiners Association's Medicolegal Death Investigation Conference in Collinsville, Illinois. (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 was not present for the meeting. The board reviewed the agency's report for the month of June. (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; there were no other reports from any of the board's committees.

Under "New Business" for County Insurance Update (Property Damage, Casualty and Liability); Mr. Michael Gonet with V.H. Gonet - Oppen Insurance Agency reviewed with the board the county's Property Damage, Casualty and Liability Insurance and the renewal proposal for the 2015/2016 contract year commencing July 8, 2015. The premium total for 2015/2016 is \$54,748 compared to \$55,343 for 2014/2015. After brief discussion, board member Steven Malavolti moved that the board approve the proposal for the county's Property Damage, Casualty and Liability Insurance Plan for contract year 2015/2016. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent.

Also under "New Business" for Ordinance Authorizing Putnam County To Enter Into The Illinois Public Works Mutual Aid Network (IPWMAN) Mutual Aid Agreement; at the June 8, 2015 Regular Meeting of the Putnam County Board, Putnam County E.M.A. Coordinator Robert Cofoid discussed Putnam County becoming a member of the Illinois Public Works Mutual Aid Network (IPWMAN). In order to become a member of the IPWMAN, Putnam County is required to submit a signed copy of an ordinance, resolution, or other legally binding document authorizing the county to enter into the IPWMAN Mutual Aid Agreement. The county will also need to submit a signed copy of the IPWMAN Mutual Aid Agreement, a completed application form, a list of mutual aid resources submitted to its local accredited/certified E.M.A., and the payment of dues. The required documentation was reviewed by the State's Attorney and is ready for county board decision. After brief discussion, board member Willie Holmes moved that the board approves and adopts the "Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement" (IPWMAN). Board member Steve Malavolti seconded the motion and the motion was carried on a roll call vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the ordinance (#2015-0-2).

Also under "New Business" for Fish 'N Fun Request Of Approval For The Sale Of Beer And Wine At Annual Pancake Breakfast (August 2, 2015); the county board reviewed the letter of request for the board's approval for the sale of beer and wine at the Fish 'N Fun Annual Pancake Breakfast. After brief discussion, board member Willie Holmes moved that the board approves the request. The approval is contingent upon the county clerk's receipt of proof of liquor liability insurance prior to the event. Board member Steve Malavolti seconded the motion

and the motion was carried on a roll call vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to send the Fish 'N Fun Board of Directors a letter notifying them of the board's approval.

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 June. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of June. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 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 North Central Illinois Council of Governments and the Illinois Valley Chamber of Commerce.

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

At 8:10 P.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 3 ayes, 0 nays, and 1 absent. The next Regular Meeting of the Putnam County Board is scheduled for Monday, August 10, 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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