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Putnam County Illinois Board Meeting Minutes

Minutes, May 11, 2015

PUTNAM COUNTY REGULAR BOARD MEETING

MAY 11, 2015, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, May 11, 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 April 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 April report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan presented to the board the Tabulation of Bids from the Illinois Department of Transportation for the County-Wide Sign Update Project. Of the two (2) bids submitted, MD Solutions came in with the lowest bid of \$70,544.87. After brief discussion, board member Steven Malavolti moved to award the County-Wide Sign Update Project to MD Solutions who submitted the lowest bid. Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. Mr. Sloan informed the board that the weight limit on the Bottom Road Bridge (#078-3002) has been decreased to eleven (11) tons for two-axle vehicles, fifteen (15) tons for three (3) and four (4) axle trucks, and sixteen (16) tons for five (5) or more axles. New weight limit signs will be put in place this month. Mr. Sloan also stated that he is pursuing funding and will likely start engineering on the bridge's replacement. Mr. Sloan also informed the board that the Magnolia Township County Aid Project on 1300E was completed on May 1st. Mr. Sloan also informed the board that Motor Fuel Tax maintenance contractors have started with grinding, earth, and gravel work. Other County Highway Engineer activities have included attending the Spring County Engineer's Conference and one of the IDOT Listening Sessions, and preparing for this year's crack-filling program which will again be a cooperative venture between Marshall and Putnam County Highway Departments. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, placing a field entrance on the McNabb Blacktop, taking the snow-wings off of the trucks, reclaiming shoulders on the County Line Road, patching pot holes, and mowing grass. (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 April Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that May 29th is the target date for the completion of the "old" courthouse restoration project. The repair to the damage of the concrete sealant on the front steps of the courthouse has been slow due to the in climate weather. Three (3) good, dry days are needed and will allow for the completion of the repair. Mr. Doyle also informed the board that currently there are no maintenance issues within the courthouse and that he 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 April with the board. The General Fund's working balance for the month of April - 2015 was (\$6,964.19) compared to a working balance of \$12,371.77 for the month of April - 2014. The General Fund Income for the month of April - 2015 was \$219,973.99 compared to \$242,222.90 for the month of April - 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 April - 2015 was \$78,959.89. The General Fund Savings balance for the month of April - 2015 was \$784,511.12. The Illinois Fund - General Fund balance for the month of April - 2015 was \$113,925.56. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending April 30, 2015. The actual versus budget variance percent target for the period is 41.67%. Mr. Kunkel also informed the board that the Real Estate Property Tax Bills were sent out May 1st with the 1st installment due June 1st. At this point of the meeting, the board agreed to move up the "New Business" agenda item, Courthouse Computer System's Wiring / Network Problems. Mr. Kunkel informed the board that offices have been experiencing problems with the courthouse computer network. Connecting Point Computer Centers was contacted and was able to isolate and correct the problem. Connecting Point suggested that the system's wiring be mapped in order to expedite the troubleshooting of future computer network problems. Mr. Kunkel presented to the board Connecting Point's proposal of \$4,350 for the mapping project. After brief discussion, board member Steven Malavolti moved to approve Connecting Point's proposal and proceed with the mapping project. 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. (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 was present to discuss a "Resolution Fixing Juror Compensation and Jury Trial Demand Fee". The resolution amends the Counties Code Act effective June 1, 2015, and requires county board approval and adoption. The board informed Ms. Oliveri that because the item was not specifically on the meeting's agenda, the board would not be able to approve. As a result, the board will be required to hold a special meeting to approve the resolution prior to June 1, 2015.

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 there were no building permits issued during the month of April. There were twenty-two (22) building permit inspections completed of which eighteen (18) were at the Marquis Energy's ethanol plant. Mr. Burger also informed the board that he issued a "stop work" at Lake Thunderbird. A home owner had a contractor replacing a roof without a permit. The owner has since obtained his required permits and paid the associated county 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 presented his Death Investigator's report for the month of April to the board. There was one (1) death reported to his office during the month of April. Mr. Cofoid also informed the board that he attended the Illinois Association of County Officials Conference in Springfield on April 27-29. Mr. Cofoid also informed the board that he is currently working on the presentation for Prom Wreck 2015. (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 the agency's report for the month of April to the board. Mr. Cofoid informed the board of various meetings, drills, and training sessions that he and other members of the PCEMA attended during the month of April. (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 Steven Malavolti informed the remainder of the board that he recently attended a meeting with BEST and learned that they are applying for new grants. Board/committee member Sheila Haage informed the remainder of the board that as a follow-up to the discussion with the Economic Development Corporation of North Central Illinois (EDCNCI) at the April Regular Meeting of the Putnam County Board, the participation by the county with the EDCNCI will require a Letter of Commitment approved by the board and forwarded to the EDCNCI. After brief discussion, the board agreed to schedule a special meeting on Friday, May 15, 2015, at 6:30 P.M. to discuss and approve the Letter of Commitment to the EDCNCI. The agenda for the special meeting will also include the discussion, approval, and adoption of the Resolution Fixing Juror Compensation and Jury Trial Demand Fee as discussed earlier in the meeting with Circuit Clerk Cathy Oliveri. There were no other reports from any of the other board committees.

Under "New Business" for Ordinance Ascertainning 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 Sheila Haage moved that the board approve and adopt the ordinance as written. The approval is contingent upon the attachment of the June 2015 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 (#2015-0-01). 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 Standard Fire Protection District, Trustee Appointment; the county board reviewed a letter of recommendation for the appointment of Mr. Michael Richetta for a three (3) year term to the Board of Trustees for the Standard Fire Protection District. The term commenced May 1, 2015 and will expire April 30, 2018. Mr. Richetta replaces Mr. Alan Aimone who has decided to retire from the board after many years of service. After brief discussion, board member Luke Holly moved that the board approve the recommendation for the appointment of Mr. Michael Richetta to the Board of Trustees for the Standard Fire

Protection District. Board member Steven Malavolti 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 Courthouse Computer System's Wiring / Network Problems; the agenda item was discussed earlier in the meeting and decided upon as part of the County Treasurer's report.

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 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 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 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 8:40 P.M., board member Sheila Haage moved to adjourn the meeting. Board member William Holmes 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 8, 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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