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Putnam County Illinois Board Meeting Minutes

Minutes, October 13, 2015

PUTNAM COUNTY REGULAR BOARD MEETING

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

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Tuesday, October 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, Steven Malavolti, and Luke Holly answering.

It was moved by board member Sheila Haage to approve the minutes from the September 14, 2015, Regular Board Meeting. 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.

The board agreed to move the Probation Officer's report up on the agenda for discussion at this point of the meeting. Chief Probation Officer for the Marshall-Putnam-Stark Probation District, Megan Spradling, introduced Patricia Hohulin as the new Putnam County Probation Officer. She replaces Nicole Tonioni whose resignation was effective August 13, 2015. Ms. Hohulin's official start date was October 6, 2015.

County Highway Engineer Pat Sloan reviewed his September report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan informed the board that we have received the annual Consolidated County distribution of \$93,916. The Motor Fuel Tax allocations are still not being distributed due to the budget impasse in Springfield. Mr. Sloan also informed the board that the "no passing" zones have been marked on the county roads in preparation for the striping contractor. Mr. Sloan also informed the board that he submitted the Power Plant Road Project for Truck Access Route Program (TARP) funding. We should hear the decision on this in March or April of next year. Mr. Sloan also informed the board that the Bottom Road Bridge Project was submitted for a Major Bridge Program grant. We won't hear the results of the application until June of next year. Other County Highway Engineer activities have included work on the FY2015-2016 Budget, meeting with CIT Group to discuss the Kenworth tandem snow plow/dump truck, and contacting all the jurisdictions that are participating in the Sign Upgrade Program. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, finishing up the seasonal mowing of the roadsides, and initiating the installation of the new posts and signs along the roadways. (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 September Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle shared with the board information that he has received from the Gonet-Opper Insurance Agency regarding insurance coverage for the antique gun collection that is on display in the Sheriff's Department's waiting area. Mr. Doyle stated that he will continue to research the guns in order to identify their value for insurance purposes. Mr. Doyle also informed the board that the pressure washing and application of water repellent to the brick on the "old" courthouse building, the 1994 building addition, and the Sheriff's Department building by Otto Baum Company will be budgeted for the spring of 2016. 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 was not present for the meeting. The board reviewed his financial reports for the month of September. The General Fund's working balance for the month of September - 2015 was (\$712.35) compared to a working balance of \$39,275.14 for the month of September - 2014. The General Fund Income for the month of September - 2015 was \$470,973.75 compared to \$538,707.54 for the month of September - 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 September - 2015 was \$19,961.77. The General Fund Savings balance for the month of September - 2015 was \$891,826.66. The Illinois Fund - General Fund balance for the month of September - 2015 was \$315,863.01. Mr. Kunkel's report also reviewed the budget for the current fiscal year for the period ending September 30, 2015. The actual versus budget variance percent target for the period is 83.33%. (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 September and therefore was not present for the meeting.

The County Probation Officer update was discussed earlier in the meeting.

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

County Zoning Officer Jim Burger presented Zoning Officer Report for the month of September to the board. Mr. Burger informed the board that there was one (1) building permit issued and forty (40) building permit inspections completed during the month of September. Twenty-six (26) of the building permit inspections were at the Ethanol Plant. Mr. Burger also informed the board that the Nextel Cell Tower on Illinois Highway 71, located on the Bruch property, met the demolition requirements and has been removed. (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 September. Mr. Cofoid's report stated that there were no deaths reported to his office during the month of September. Mr. Cofoid's report also informed the board that he is planning on attending ICMEA training later this year. (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. Assistant Coordinator Chauntelle Biagi-Bruer presented the PCEMA report for the month of September to the board. Mr. Cofoid's report highlighted the attendance at various meetings, training, and other activities the agency participated in. Mr. Cofoid's report also

stated that the full-scale disaster drill that was held on Sunday, September 20th was well attended with approximately 115 participants. (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 members William Holmes and Luke Holly informed the remainder of the board that they attended a meeting with the County Highway Department to discuss the purchase of a new tandem snowplow/dump truck. Board/committee member Steven Malavolti informed the remainder of the board that he attended a meeting with the Tri-County Opportunity Council. There were no other reports from any of the other board / committee members.

Under "New Business" for Putnam County Ambulance Service Update; Putnam County Ambulance Director Andy Jackson was unable to be present for the meeting to give an update. The board agreed to table the agenda item for a later date.

Also under "New Business" for S.E.T. Program; S.E.T. Program representatives Tiffany Moodie and Chauntelle Biagi-Bruer presented to the board an overview and timeline of the S.E.T. Program. The S.E.T. Program enables rural counties to work together in developing and implementing an economic development plan in order to enhance current and emerging economic strengths of the region. Ms. Moodie informed the board that a S.E.T. Program Application was sent to the U.S.D.A. Rural Development on behalf of the Marshall, Putnam, and Stark S.E.T. Program Committee on May 15, 2015. The committee received a letter from the Illinois Director of Rural Development Secretary Colleen Callahan on August 6, 2015, stating that the committee had been chosen to participate in the S.E.T. Program. In August and September, a core group began meeting with key community leaders, public officials, and concerned citizens in an effort to make the program work for our counties. On September 23, 2015, a Community Forum was held at Henry-Senachwine High School and the community input is being reviewed and evaluated by the U.S.D.A. Rural Development. The next meeting will be held on October 29, 2015, at the P.C.E.M.A. Building at which time the results from the Community Forum will be discussed.

Also under "New Business" for Budget Meetings For Fiscal Year 12/1/2015 – 11/30/2016; the board discussed the continuation of the budgetary process for next fiscal year. The board agreed to schedule the next budget meeting for October 19, 2015, at 8:30 A.M. The office holders and department heads will be scheduled to meet with board to discuss their individual budgets.

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. It was noted that the P.C.E.M.A. is lacking information on the website. P.C.E.M.A. Coordinator Robert Cofoid will be directed to provide the information that is lacking. 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 September. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of September. 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. A correspondence was also reviewed from Operation Promise requesting a donation. Board Chairman Duane Calbow also discussed a correspondence from the North Central Illinois Council of Governments requesting the county’s share for the 2015-2016 Economic Development District Funding.

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

At 8:00 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, November 9, 2015, at 7:00 P.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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