



120 North 4th Street, Hennepin, IL 61327

Search ...

Hours: Monday - Friday 9:00 - 4:00

Illinois County Map of COVID-19 Positive Cases

(<https://www2.illinois.gov/sites/coronavirus/map>)

[Home_\(!\)](#)

[Calendar_\(!calendar\)](/calendar)

[Contact Us_\(!contact-us\)](/contact-us)

[Resource Links_\(!links\)](/links)

[Employment_\(!employment\)](/employment)



[_\(!http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e\)](http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e)



[Board Minutes \(!county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes)





[Board Agendas \(/county-offices/county/board-meeting-agendas\)](#)



[Public Notices \(/communities/public-notice\)](#)



[Ordinances & Resolutions \(/county-offices/document-library/ordinances-resolutions\)](#)

You are here: [Home \(/\)](#) / [Government \(/county-offices\)](#) /

[County Board \(/county-offices/county\)](#) /

[Board Meeting Minutes \(/county-offices/county/board-meeting-minutes\)](#) /

[Minutes January 11, 2016 \(/\)](#)

Putnam County Illinois Board Meeting Minutes

Minutes January 11, 2016

PUTNAM COUNTY

REGULAR BOARD MEETING

JANUARY 11, 2016, 4 00 P.M.

The regular meeting of the Putnam County Board was called to order at 4:00 P.M. on Monday, January 11, 2016, 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 Steven Malavolti to approve the minutes from the December 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.

It was agreed by the board to move the County Circuit Clerk Cathy Oliveri up on the agenda for discussion at this point of the meeting. Ms. Oliveri presented to the board a Digital Imaging Agreement with Family Search, a Utah non-profit corporation affiliated with The Church of Jesus Christ of Latter-day Saints. Family Search will come to Putnam County and scan old probate records, naturalization records and wills. The original documents will still remain with the county and we will also receive a copy of the images. In return, Family Search will put our information on their web site. After brief discussion, board member Luke Holly moved to approve the Digital Imaging Agreement with Family Search. 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.

Sheriff Kevin Doyle presented his December Sheriff's and Civil Processing Transaction Reports to the board. Mr. Doyle informed the board that currently there are no existing maintenance issues within the courthouse. The prior issues with the boiler have been corrected and it is operating efficiently. (Mr. Doyle's reports are on file at the Office of the County Clerk for review by any interested parties.)

County Highway Engineer Pat Sloan reviewed his December report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan presented to the board three (3) resolutions for discussion and approval. The first resolution was a Request for County Aid for Township Drainage Structure. The request is for County Aid Project #303 which would appropriate from the County Board Bridge Fund a sum sufficient to meet one-half the expense for Culvert Replacement on Stage Coach Road in Magnolia Township. The Magnolia Township Road District will furnish the other one-half of the amount (total cost of project is \$50,000). After brief discussion, board member Steve Malavolti moved to approve and adopt the resolution as

written. 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 Clerk of the County Board was directed to process the resolution (#2016-01). Mr. Sloan then presented to the board a County Maintenance Resolution to be submitted to the Illinois Department of Transportation, appropriating an amount of \$230,000.00 from the Motor Fuel Tax allotment for the maintenance on county or state highways in Putnam County for the year beginning January 1, 2016 and ending December 31, 2016. After brief discussion, board member Luke Holly moved that the board approve and pass the resolution appropriating the sum of \$230,000.00 from the Motor Fuel Tax allotment for the maintenance on county or state highways in Putnam County for the year beginning January 1, 2016 and ending December 31, 2016. 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 (#2016-02). Mr. Sloan then presented to the board a "Resolution of the County Board of Putnam County Requesting Approval of the Use of Money Allotted to the County Under the Provisions of the Motor Fuel Tax Law". The resolution allows for the board to appropriate the sum of \$38,000.00 from the Motor Fuel Tax Fund to pay the monthly salary of the Putnam County Engineer for the year beginning January 1, 2016 and ending December 31, 2016. After brief discussion, board member William Holmes moved that the board approve and pass the resolution appropriating the sum of \$38,000.00 from the Motor Fuel Tax Fund to pay the monthly salary of the Putnam County Engineer for the year beginning January 1, 2016 and ending December 31, 2016. 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. The Clerk of the County Board was directed to process the resolution (#2016-03). Other County Highway Engineer activities have included working with the Township Highway Commissioners to complete their Motor Fuel Tax planning for the year and advertising the new snow plow truck for bids when the Motor Fuel Tax plans are completed. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, washing down the trucks, spreader and backhoe, and cleaning & organizing 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.)

County Treasurer Kevin Kunkel was not present for the meeting. The board reviewed his financial reports for the month of December. Mr. Kunkel's reports show that the General Fund's working balance for the month of December - 2015 was \$64,679.59 compared to a working balance of (\$9,796.48) for the month of December - 2014. The General Fund Income for the month of December - 2015 was \$279,232.55 compared to \$146,952.96 for the month of December - 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 December - 2015 was \$28,601.65. The General Fund Savings balance for the month of December - 2015 was \$722,395.60. The Illinois Fund - General Fund balance for the month of December - 2015 was \$252,863.78. (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's update was given earlier in the meeting.

County Probation Officer Patricia Hohulin had nothing to report to the board for the month of December and therefore was not present for the meeting.

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

County Zoning Officer Jim Burger presented Zoning Officer Report for the month of December to the board. Mr. Burger informed the board that there were no building permits issued and only two (2) building permit inspections completed during the month of December. Mr. Burger also informed the board that even with the heavy rains there has been no flood damage to primary residences or business's in Putnam County. (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 December to the board. There were three (3) deaths reported to his office during the month of December. 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 December to the board. Mr. Cofoid's report highlighted the attendance at various meetings, training, and other activities the agency sponsored and/or participated in. Mr. Cofoid also included some additions and corrections for his January 2016 report. (The PCEMA Coordinator's report is on file at the Office of the County Clerk for review by any interested parties.) The board also opened the sealed construction bids for the PCEMA Building roof replacement. The roof is in need of replacement due to hail damage. Of the three (3) bids submitted, Judd Construction submitted the low bid of \$23,850.00. After brief discussion, board member Steven Malavolti moved for the board to accept the low bid of \$23,500.00 for the roof replacement project. 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 bids are now on file at the Office of the County Clerk and are available for public inspection and review.)

Under "Old Business" for committee reports; there were no reports from any of the board's committee members.

Under "New Business" for Putnam County Zoning Board of Appeals Appointment; the board reviewed a letter of recommendation from the Putnam County Zoning Officer Jim Burger for the appointment of Mr. Matthew Holmbeck to the Putnam County Zoning Board of Appeals. The appointment is to fill the vacancy of an unexpired 5-year term on the board and will be for a term of three (3) years. After brief discussion, board member Sheila Haage moved that the board approve the recommendation for the appointment of Mr. Matthew Holmbeck to the Putnam County Zoning Board of Appeals. 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 send Mr. Holmbeck a letter informing him of the board's approval of the recommendation for appointment.

Also under “New Business” for Putnam County Recycling Program; the county board reviewed a “Resolution to Enter into an Agreement for Implementing Coordination of Recycling Services on Behalf of Putnam County” submitted by the North Central Illinois Council of Governments. The resolution enters the county into an agreement with the NCICG to provide the county with services needed for annual registration of haulers and annual reporting as part of the county’s overall solid waste management efforts. After brief discussion, board member Steven Malavolti moved that the board approve and adopt the resolution of agreement with the NCICG as written. 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. The Clerk of the County Board was directed to process the resolution (#2016-04).

Also under “New Business” for Putnam County Board Committee Assignments for Fiscal Year 2015 - 2016, Board Chairman Duane Calbow reviewed the board committee assignments for the Fiscal Year 2015 thru 2016. After brief discussion, the membership of the committees was finalized and the Clerk of the County Board was directed to update the committee list and distribute accordingly.

Also under “New Business” for Putnam County Website (www.co.putnam.il.us (<http://www.co.putnam.il.us>)); the board discussed the information updates recently submitted. The addition of information, monitoring and updating will be on-going. The Clerk of the County Board was directed to have the current fiscal year’s budget posted to the website. Ms. Susan Grady with Connecting Point Computer Centers has taken over the duties of updating and maintaining the website. Any and all updates should be forwarded to Ms. Susan Grady. Her e-mail address is SGrady@cpointcc.com (<mailto:SGrady@cpointcc.com>) .

Also under “New Business” for Approve Bills; the county board reviewed the bills for the month of December. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of December. 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. Board Chairman Duane Calbow also reviewed additional correspondences that he had received.

Also under “New Business” for Public Comment Period; Mr. Pat Sloan discussed electronics recycling with the board. There were no other members of the public present for any further comments.

At 5:15 P.M., board member Sheila Haage moved to adjourn the meeting. Board member Luke Holly 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, February 8, 2016, 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**

Copyright © 2012- 2023 Putnam County Illinois

[Terms of Use \(/terms-of-use\)](#)

[Privacy \(/privacy\)](#)

[Sitemap \(/sitemap\)](#)

[Search \(/search\)](#)

[Accessibility Statement \(/accessibility-statement\)](#)

**Website Design by
Connecting Point Computer Centers**

(<http://www.cpointcc.com>)

Hosting by IVNet (<http://www.ivnet.com/>)

