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Putnam County Illinois Board Meeting Minutes

Minutes July 11, 2016

PUTNAM COUNTY REGULAR BOARD MEETING

JULY 11, 2016, 7:00 P.M.

The regular meeting of the Putnam County Board was called to order at 7:00 P.M. on Monday, July 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 Sheila Haage to approve the minutes from the June 13, 2016, Regular Board Meeting. Board member Luke Holly seconded the motion and the motion was carried by a roll call board vote of 4 ayes, 0 nays, and 0 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 a budget agreement has allowed us to continue the County and Township projects that are currently underway, including those funded by Motor Fuel Tax, Township Bridge Program Funds, Federal Transportation Funds, and Major Bridge Funds. Projects include Power Plant Road widening/resurfacing and the Bottom Road Bridge replacement. Mr. Sloan also informed the board that the MFT asphalt paving work has been completed in Granville Township. Other County Highway Engineer activities have included scheduling the Magnolia Township culvert replacement on Stage Coach Road and assisting Granville Township with a road vacation. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, working on the edges of roads for seal coat, chipping the South Mark Road, mowing roadsides, weeding around signs and guardrails, and straightening signs. (The Putnam County Highway Engineer and Maintenance Activities Reports are on file at the Office of the County Clerk for review by any interested parties.)

Sheriff Kevin Doyle reviewed his June Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle also informed the board that he is continuing to canvass for bids for the replacement of the "old courthouse's" boiler / cooling tower. No bids have been received at this time. There is a current issue with the boiler / cooling tower resulting from a bad pump. The pump will be replaced. Mr. Doyle also discussed the pressure washing and sealing of the "old courthouse brick. It was suggested at the May meeting to pressure wash and seal the brick on the "old courthouse" first and complete the remainder of the courthouse at a later date. Mr. Doyle informed the board that he has signed the contract with Otto Baum for the pressure washing and sealing of the "old courthouse". The work will commence later this month. (The Sheriff's and Civil Processing Transaction 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 County Treasurer's Financial Reports for the month of June. The General Fund's working balance for the month of June - 2016 was (\$4,045.21) compared to a working balance of

(\$2,476.06) for the month of June - 2015. The General Fund Income for the month of June - 2016 was \$164,700.19 compared to \$154,403.88 for the month of June - 2015. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2016". The General Fund balance for the month of June - 2016 was \$8,579.44. The General Fund Savings balance for the month of June - 2016 was \$63,018.66. The Illinois Fund - General Fund balance for the month of June - 2016 was \$433,685.74. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending June 30, 2016. The actual versus budget variance percent target for the period is 58.33%. (The County Treasurer'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 for the month of June and therefore was not present for the meeting.

County Probation Officer Patricia Hohulin had nothing to report 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 was not present for the meeting. The board reviewed his County Zoning Officer Report for the month of June. Mr. Burger's report informed the board that there were seven (7) building permits issued and eighteen (18) building permit inspections completed during the month of June. Mr. Burger's report also informed the board that there were three (3) final inspections completed; one for a deck, one for a pole building, and one for a unit at Walnut Grove. (The County Zoning Officer Report is on file at the Office of the County Clerk for review by any interested parties.)

County Death Investigator Robert Cofoid presented his June Death Investigator's report to the board. There were three (3) deaths reported to his office during the month of June. Mr. Cofoid also informed the board that he is planning on attending the Illinois Coroners and Medical Examiners Association's Medicolegal Death Investigation Conference in Collinsville, Illinois next month (August). (The County Death Investigator 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 E.M.A. Report for the month of June to the board. Mr. Cofoid's report highlighted the attendance at various meetings, training, and other activities the agency sponsored and/or participated in. (The PCEMA Coordinator 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 Luke Holly informed the remainder of the board that he attended a University Of Illinois Extension Service meeting. Routine business was discussed. Board/committee member Holly also informed the remainder of the board that the Department of Commerce is moving forward with the Bureau-Putnam

Enterprise Zone application process. Board/committee member Steven Malavolti informed the remainder of the board that he attended a meeting with BEST. They are currently working on their budget. There were no reports from any of the board's other committee members.

Under "New Business" for County Insurance Update (Property Damage, Casualty and Liability); Mr. Michael Gonet with V.H. Gonet - Opper Insurance Agency reviewed with the board the county's Property Damage, Casualty and Liability Insurance and the renewal proposal for the 2016/2017 contract year commencing July 8, 2016. The premium total for 2016/2017 is \$56,068 compared to \$54,748 for 2015/2016 which equates an approximate 3% increase. 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 2016/2017. 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.

Also under "New Business" for Fish 'N Fun Request Of Approval For The Sale Of Beer And Wine At Annual Pancake Breakfast (August 7, 2016); 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 Luke Holly 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 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 send the Fish 'N Fun Board of Directors a letter notifying them of the board's approval.

Also under "New Business" for McNabb Fire Protection District, Trustee appointment; the board reviewed a letter of recommendation from the McNabb Fire Protection District for the appointment of Mr. Bart Whitney to the Board of Trustees for the McNabb Fire Protection District. The county board understands that Mr. Whitney will fill the trustee position left vacant due to the resignation of Ms. Barbara Chambers and will serve the remainder of a three year term which will expire May 1, 2019. After brief discussion, board member Sheila Haage moved that the board approve the recommendation for the appointment of Mr. Bart Whitney as Trustee for the McNabb Fire Protection District. 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 Clerk of the County Board was directed to send a letter to the district informing them of the board's approval.

Also under "New Business" for Certified Lists of Candidates to Serve as Election Judges; County Clerk and Election Authority Dan Kuhn presented to the board the Certified Lists of Election Judges as submitted by the county Democratic and Republican Central Committee Chairpersons. The lists are to be approved by the County Board prior to being submitted to the Circuit Court for the court's approval. Board member Steven Malavolti moved that the board approve the Certified Lists of Election Judges. Board member William Holmes seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent.

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. Any and all updates should be forwarded to Ms. Susan Grady with Connecting Point Computer Centers. Her e-mail address is SGrady@cpointcc.com (<mailto:SGrady@cpointcc.com>) .

At 7:45 P.M., board member Sheila Haage moved that the board retire into Executive Session to discuss personnel issues (5ILCS 120/2). 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 board then retired into Executive Session.

EXECUTIVE SESSION

At 8:20 P.M., board member Sheila Haage moved that the board return to Regular Session. 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 board then returned to Regular Session.

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 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; there were no members of the public present for any comments.

At 8:25 P.M., board member Sheila Haage moved to adjourn the meeting. 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 next Regular Meeting of the Putnam County Board is scheduled for Monday, August 8, 2016, 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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