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Putnam County Illinois Board Meeting Minutes

Minutes June 13, 2016

PUTNAM COUNTY REGULAR BOARD MEETING

JUNE 13, 2016, 9:00 A.M.

The regular meeting of the Putnam County Board was called to order at 9:00 A.M. on Monday, June 13, 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 May 9, 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 May report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan informed the board that Putnam County has received funding for the Bottom Road Bridge replacement project under the Major Bridge Program. The grant is \$1,070,000 which is 80% of the construction estimate. A 20% match in local funds is required. The project is currently scheduled for FY2021. Mr. Sloan also informed the board that MFT work has started. Gravel work in Granville Township has been completed and asphalt paving work will be completed by the end of June. Mr. Sloan also informed the board that the Magnolia Township Box Culvert Replacement Project bids were opened on May 17th. (The bid tabulation was attached to Mr. Sloan's report.) A resolution was presented to the board awarding the project to the low responsible bidder, Otto Baum Company, Inc. from Morton, Illinois in the amount of \$348,985. LaSalle County will be funding 50% of the project. Township Bridge Program allotments of \$167,517 will be used and the balance split between county and township. After further discussion, board member Steven Malavolti moved for the board to approve and adopt the resolution awarding the bid for the Magnolia Township Box Culvert Replacement Project to Otto Baum Company, Inc. at a cost of \$348,985. 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 (#2016-09). Other County Highway Engineer activities have included further investigation of the maintaining of Timberline Road and whether or not Motor Fuel Tax funds are available for the maintenance of the road. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, cutting and chipping brush on "Bradford Hill", finishing erecting signs on Putnam-Bradford Blacktop and Lake Senachwine Roads, filling potholes, mowing roadsides, and replacing field entrance

culverts on the Hennepin-Florid Road. (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 May 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 cooling tower and furnace. No bids have been received at this time. Mr. Doyle also discussed the pressure washing and sealing of the courthouse brick. It was suggested to pressure wash and seal the brick on the "old courthouse" first and complete the remainder of the courthouse at a later date. After further discussion, board member Sheila Haage moved that the board approve proceeding with the pressure washing and sealing of the brick on the "old courthouse" first at a cost of \$10,350. 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. Mr. Doyle also informed the board that he is replacing the obsolete camera systems in all six (6) squad cars at a cost of \$34,000. The funding will come from the Sheriff's funds with no tax dollars being used. (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 reviewed his County Treasurer's Financial Reports for the month of May with the board. The General Fund's working balance for the month of May - 2016 was \$18,438.34 compared to a working balance of (\$5,168.62) for the month of May - 2015. The General Fund Income for the month of May - 2016 was \$164,067.31 compared to \$219,973.99 for the month of May - 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 May - 2016 was \$14,430.65. The General Fund Savings balance for the month of May - 2016 was \$172,998.75. The Illinois Fund - General Fund balance for the month of May - 2016 was \$498,626.09. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending May 31, 2016. The actual versus budget variance percent target for the period is 50.00%. Mr. Kunkel also informed the board that he will be completing a tax distribution during the first part of July. The board inquired about the property tax error effecting CUSD #535. An incorrect tax levy for a bond fund was used in calculating the property tax for the district. Mr. Kunkel and County Clerk Dan Kuhn informed the board that corrective action procedures have been initiated. Meetings were held with the District Superintendent and the State's Attorney. The school district's legal counsel is currently investigating what course of action it will take. (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 May and therefore was not present for the meeting.

County Probation Officer Patricia Hohulin was present and presented to the board a budget amendment for Line Item #6-Sick Time under Appropriation #39-Probation Office. The line item needs to be amended reflecting an increase of \$115.08. After brief discussion, board member

Sheila Haage moved that the board approve the budget amendment for the Probation Office. 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 Supervisor of Assessments Tammy Mehalic was present and updated the board on the current activities of her office. The Board of Review is scheduled to meet in August and the final abstract of assessments for Tax Year 2016 should be ready by September.

County Zoning Officer Jim Burger presented his County Zoning Officer Report for the month of May to the board. Mr. Burger informed the board that there were seven (7) building permits issued and seventeen (17) building permit inspections completed during the month of May. Mr. Burger also informed the board that he issued a stop work order on a deck that was being built without a permit. Mr. Burger also informed the board that due to the resignation of a member of the Zoning Board of Appeals, he is in the process of identifying a new member from the McNabb/Magnolia area. (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 was not present for the meeting. The board reviewed his County Death Investigator's Report for the month of May which was submitted to the board prior to the meeting. There were two (2) deaths reported to his office during the month of May. (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 was not present for the meeting. The board reviewed his E.M.A. Report for the month of May which was submitted to the board prior to the meeting. (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 Sheila Haage informed the remainder of the board that the Putnam County Achievement Center is experiencing financial difficulties due to the lack funding as a result of the budget impasse in Springfield. Board/committee member Duane Calbow informed the remainder of the board that he met with the PCEMA Coordinator and his assistant to discuss security issues and clean-up around the PCEMA building. There were no reports from any of the board's other committee members.

Under "New Business" for Resolution For A Boundary Modification To The North Central Illinois Economic Development District; Mr. Kevin Lindeman with the North Central Illinois Council of Governments presented to the board a resolution for boundary modification of the North Central Illinois Economic Development District (NCIEDD). The NCIEDD is applying to the United State Department of Commerce-Economic Development Administration for a boundary modification to add Livingston County to the boundaries of the NCIEDD. After brief discussion, board member Luke Holly moved that the board approve and adopt the resolution agreeing with the addition of Livingston County to the boundaries of the NCIEDD. Board member Sheila Haage 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 resolution (#2016-

10). Mr. Lindeman also discussed with the board the Bureau/Putnam Enterprise Zone which expires in June of 2017. We are waiting on the approval from Springfield for the extension of the zone.

Also under "New Business" for County Health Insurance, Contract Year July 1, 2016 thru June 30, 2017; Putnam County Clerk and Local Health Plan Representative Dan Kuhn presented to the board the information relative to the Fiscal Year 2017 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - LGHP, State of Illinois. The Health Insurance Plan's Group Rate Tier for Fiscal Year 2017 is A+, unchanged from Fiscal Year 2016. The premiums will be increased by 8.2 % for Fiscal Year 2017. After further discussion, board member Steven Malavolti moved to approve the Fiscal Year 2017 Intergovernmental Agreement for the county's Health Insurance Plan through the Department of Central Management Services - LGHP. 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. Mr. Kuhn will complete the required contractual paperwork and file it with the Department of Central Management Services, State of Illinois.

Also under "New Business" for Budget Amendment, Probation Office; the agenda item was discussed earlier in the meeting as part of the Probation Officer's report.

Also under "New Business" for Lake Thunderbird Association Request For Approval For The Lake Thunderbird's Annual Fireworks Display (July 2, 2016); the county board reviewed the letter of request from the Lake Thunderbird Association for the board's approval of their Annual Fireworks Display. After brief discussion, board member Luke Holly moved that the board approve the request contingent upon the return of the completed permit along with the additional required documentation as provided for the fireworks display in 2015. Board member Steve 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 insure that the required permit and additional documentation is on file. Once filed, a letter of approval from the board will then be sent to the Lake Thunderbird Association.

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>) .

Also under "New Business" for Approve Bills; the county board reviewed the bills for the month of May. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of May. 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. David Mallery was present for comments concerning the property tax error effecting CUSD #535. Mr. Mallery requested that the board directs the County Clerk and County Treasurer to rescind the tax bills for Tax Year 2015 and re-issue corrected tax bills. Also present for comments was Mr. Wally Sprague. Mr. Sprague is the Highway Commissioner for Senachwine Township. Mr. Sprague brought it to the board’s attention that a property tax error resulted in a shortage of tax dollars allocated for the township’s road and bridge fund. County Clerk Dan Kuhn informed Mr. Sprague that he was aware of the error and that corrective action will be taken. A prior year adjustment will be made in Tax Year 2016 to correct the shortage. There were no other members of the public present for any other comments.

At 10:30 A.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, July 11, 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

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