



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 October 11, 2016 \(/\)](#)

Putnam County Illinois Board Meeting Minutes

Minutes October 11, 2016

PUTNAM COUNTY REGULAR BOARD MEETING

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

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

It was moved by board member Sheila Haage to approve the minutes from the September 12, 2016, Regular Board Meeting contingent upon correction. Board member Steven Malavolti seconded the motion and the motion was carried by a roll call board vote of 3 ayes, 0 nays, and 1 absent.

County Death Investigator Robert Cofoid presented his September Death Investigator's report to the board. There were two (2) deaths reported to his office during the month of September. Mr. Cofoid also informed the board that he attended the 23rd Medicolegal Death & Homicide Investigation Conference in Fairview Heights, Illinois. Mr. Cofoid also informed the board that he assisted the LaSalle and Marshall County Coroners with death notifications to family members. Mr. Cofoid also informed the board that he will be attending the Illinois Association of County Officials Conference in Peoria, Illinois at the end of November. (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 September to the board. Mr. Cofoid's report highlighted the attendance at various meetings, training, and other activities the agency sponsored and/or participated in during the month of September. (The PCEMA Coordinator Report is on file at the Office of the County Clerk for review by any interested parties.)

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 the concrete work for the Magnolia Township project has been completed. The contractor is re-grading the road and installing several smaller culverts. The road (1600E) should be reopened during the third week of October. Mr. Sloan also informed the board that the 1990 scrap dump truck and the 2007 snow plow truck are currently being advertised for sealed bids which are due October 31, 2016. Mr. Sloan also informed the board that Magnolia Township is requesting

county assistance for the repair of a large culvert on Swaney Road. A resolution for the county aid project will be on the agenda for board approval at the November 2016 regular board meeting. Mr. Sloan also presented to the board a draft of a Budget Amendment Ordinance for the Federal Aid Matching Fund and the County Bridge Fund. The amendment supersedes Ordinance #2016-0-03 and revises general line items to the Federal Aid Matching Fund and the County Bridge Fund. After brief discussion, board member Steven Malavolti moved that the board approve and adopt the revised Budget Amendment Ordinance as written. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the ordinance (#2016-0-04). Other County Highway Engineer activities have included finalizing the plans and specifications for the Power Plant Road Resurfacing Project. The project will be on the January 20, 2017, State Bid Letting. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, taking new tandem truck to Cooksville for snow wing, patching roads, mowing roadsides, and working on preparing the new tandem truck for winter. (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 September Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle also informed the board that the Xcell Mechanical Services bid for the replacement of the "old courthouse's" boiler / cooling tower is complete. Mr. Doyle also informed the board that there are no current maintenance issues within the courthouse. (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 September. The General Fund's working balance report for the month of September - 2016 was unavailable at this time due to the implementation of the new accounting software. The General Fund Income for the month of September - 2016 was \$482,940.66 compared to \$470,973.75 for the month of September - 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 September - 2016 was \$54,698.05. The General Fund Savings balance for the month of September - 2016 was \$580,679.22. The Illinois Fund - General Fund balance for the month of September - 2016 was \$362,264.45. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending September 30, 2016. The actual versus budget variance percent target for the period is 83.33%. (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 September and therefore was not present for the meeting.

County Probation Officer Patricia Hohulin had nothing to report for the month of September and therefore was not present for 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 his County Zoning Officer's Report for the month of September to the board. Mr. Burger informed the board that there were two (2) building permits issued and eleven (11) building permit inspections completed during the month of September. Mr. Burger also informed the board that there were three (3) final inspections completed; one (1) for a pole building, one (1) for a pole building / garage, and one (1) for a storage building. (The County Zoning Officer Report is on file at the Office of the County Clerk for review by any interested parties.)

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

Under "New Business" for Illinois Counties Risk Management Trust (ICRMT) Worker's Compensation Renewal Proposal; the board reviewed the worker's compensation insurance renewal proposal from ICRMT for program year 12/01/2016 – 12/01/2017. After brief discussion, board member Steven Malavolti moved that the board approve the proposal from ICRMT for the worker's compensation insurance. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the required paperwork for the worker's compensation insurance renewal.

Also under "New Business" for Resolutions (7) For Authorization By County Board Chairman To Execute Deeds Of Conveyance; Putnam County Clerk Dan Kuhn presented to the board the drafts of seven (7) resolutions authorizing the Chairman of the Putnam County Board to execute deeds of conveyance of the county's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase as it relates to specific delinquent tax properties acquired by the County of Putnam as Trustee for the Taxing Districts. After brief discussion, board member Steven Malavolti moved that the board approve and adopt the seven (7) resolutions as written. Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the resolutions (#2016-13 thru #2016-19).

Also under "New Business" for Resolutions (2) For Authorization By County Board Chairman To Assign Mobile Home Tax Sale Certificates Of Purchase; Putnam County Clerk Dan Kuhn presented to the board the drafts of two (2) resolutions authorizing the Chairman of the Putnam County Board to assign Mobile Home Tax Sale Certificates of Purchase as to the described mobile homes in exchange for payment to the Putnam County Treasurer of the sums of \$614 and \$250 which shall be disbursed according to law. After brief discussion, board member Sheila Haage moved that the board approve and adopt the two (2) resolutions as written. Board member William Holmes seconded the motion and the motion was carried on a board vote of 3 ayes, 0 nays, and 1 absent. The Clerk of the County Board was directed to process the resolutions (#2016-20 thru #2016-21).

Also under “New Business” for Budget Meetings For Fiscal Year 12/1/2016 – 11/30/2017; the board directed the Clerk of the County Board send a memo to the remaining four (4) office holders and department heads requesting them to meet with the board to review the initial draft of their budget for the Fiscal Year December 1, 2016 through November 20, 2017. The budget meeting will be held on October 31, 2016 at 8:00 A.M.

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 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 3 ayes, 0 nays, and 1 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 one of which was a thank you for the donation to Character Counts.

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

At 7:28 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 roll call board vote of 3 ayes, 0 nays, and 1 absent. The next Regular Meeting of the Putnam County Board is scheduled for Monday, November 14, 2016, at 4:00 P.M.

Respectfully submitted,

DANIEL S. KUHN
Clerk of the Putnam County Board

**Putnam County Illinois
120 North 4th Street
Hennepin, IL 61327**

[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/>)