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Putnam County Illinois Board Meeting Minutes

Minutes - August 14, 2017

PUTNAM COUNTY

REGULAR BOARD MEETING

AUGUST 14, 2017, 9:00 A.M.

The regular meeting of the Putnam County Board was called to order at 9:00 A.M. on Monday, August 14, 2017, at the Putnam County E.M.A. Building in Hennepin, Illinois by Putnam County Board Chairman Steven Malavolti.

Roll Call was taken by the Clerk of the County Board with Sheila Haage, William Holmes, Steven Malavolti, and Luke Holly answering. Board member Duane Calbow was absent for the Roll Call.

It was moved by board member Sheila Haage to approve the minutes from the July 10, 2017, Regular Board Meeting contingent upon correction. Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent.

County Highway Engineer Pat Sloan presented his July report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that three (3) road maintenance projects remain for the year. They include; Magnolia Township seal coating, paving on Lake Senachwine Road in Senachwine Township, and ditch grading on the Bottom Road in Granville Township. Mr. Sloan also informed the board that the new mower has been delivered and ditch mowing has resumed. Mr. Sloan also informed the board that the PTO clutch in the tractor is starting to go out and \$3000 will be budgeted for Fiscal Year 2017-2018 for the repairs over the winter. Mr. Sloan also informed the board that the bids for the construction (building and foundation) of the new salt shed were opened on August 8, 2017. Only one (1) bid was submitted for the building in the amount of \$30,152.47. Two (2) bids were submitted for the building foundation. One bid at \$67,235 and one bid at \$54,455. After brief discussion, the board agreed to table the decision on the awarding of the bids pending further review of the bids by the board. Other County Highway Engineer activities have included the bidding process for the construction of the salt shed building and reaching an agreement with Rumbold & Kuhn Grain Elevator to share the costs for part of the Senachwine Road paving and ditch grading. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, finishing up wash-outs on School Road, taking grader to the Marshall-Putnam Fair, starting to patch road shoulders where needed, beginning the removal of the old salt shed, and mowing the yard at the shop. (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 July Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle informed the board that the fence around the courthouse's cooling tower has been erected. Gravel and block to retain is yet to be placed. Mr. Doyle also informed the

board that currently there are no courthouse maintenance issues that need to be addressed. Mr. Doyle had nothing of further interest to discuss with the board. (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 unable to be present for the meeting. The board reviewed his July financial report for "Details of General Fund Income".

County Circuit Clerk Cathy Oliveri addressed the board to discuss a budgetary item requiring board approval. The item was tabled for decision by the board at the July meeting. Ms. Oliveri informed the board at the July meeting that her office has implemented the Illinois Supreme Court mandated e-filing system and that after remittance of payment for the e-filing system, her Court Automation Fund does not have enough funds to pay for the 6-month maintenance fees for her office's required AS400 computer system. After brief discussion, board member Sheila Haage moved that \$3,012 be re-appropriated from Appropriation #31 (Contingencies), Line Item #1 (Miscellaneous Expenses) to the Circuit Clerk Automation Fund with the remainder of the payment from Appropriation #7 (Courts), Line Item #4 (Operating Materials & Expenses). Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 0 absent. Ms. Oliveri also discussed the traffic school sponsored by the Bureau County Farm Bureau. The county board chairman's signature is required for Putnam County's participation. It was agreed to allow the Clerk of the County Board to sign the required paperwork for the county's participation. Ms. Oliveri also informed the board that Mr. Jim Whitaker has donated (on loan) to the courthouse an antique clock which she has mounted in her office.

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

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

County Zoning Officer Jim Burger was unable to be present for the meeting. It was noted that Mr. Burger had not submitted his County Zoning Officer's Report for the month of July for board review.

County Death Investigator Robert Cofoid presented his Death Investigator report for the month of July to the board. There was one (1) death reported to his office during the month of July. Mr. Cofoid also informed the board that he attended the Illinois Coroners and Medical Examiners Association's Medicolegal Death Investigation Conference in Fairview Heights, Illinois. Mr. Cofoid also informed the board that he attended Senior's Day at the Marshall-Putnam Fair in Henry, Illinois. (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 PCEMA Coordinator's report for the month of July 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 June. (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; there were no reports from any of the board's committees.

Under "New Business" for Resolution Supporting the Putnam County Workforce Development Week; Ms. Pam Furlon with the Business Employment Skills Team (BEST) agency presented to the board a model resolution Supporting Putnam County Workforce Development System and recognizing the week of August 28th through September 3rd of the year 2017, as "Workforce Development Week" in the County of Putnam. The Putnam County Board encourages individuals, businesses, and government organizations to visit and promote the programs and services offered through local Workforce Investment Boards. After brief discussion, board member Sheila Haage moved that the board approve and adopt the resolution Supporting Putnam County Workforce Development System and designating the week of August 28th through September 3rd, 2017, as "Workforce Development Week" in the County of Putnam. 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 Clerk of the County Board was directed to process the resolution (#2017-06). Ms. Furlon also reviewed the program's upcoming activities for the year July 1, 2017 thru June 30, 2018, and discussed some of the success stories of individuals that have utilized the BEST program.

Also under "New Business" for Economic Development Corporation Of North Central Illinois (EDCNCI) Invoice #17119; an invoice has been received from the EDCNCI in the amount of \$4,122 for the services provided to Putnam County for economic development. After brief discussion, board member Luke Holly moved that the board approves the payment of Invoice #17119 for the amount of \$4,122. 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.

Also under "New Business" for Marshall/Putnam/Stark County S.E.T. Program Update; Tiffany Moodie and Chauntelle Biagi-Bruer with the Marshall/Putnam Farm Bureau updated the board on the activities and resources provided by the Stronger Economics Together (SET) program.

Also under "New Business" for Resolution Relating To Participation By Elected Officials In The Illinois Municipal Retirement Fund; the Clerk of the County Board and Authorized IMRF Agent for Putnam County, Dan Kuhn, presented to the board a draft of a resolution required by the Illinois Municipal Retirement Fund for the participation by Putnam County elected officials. The resolution confirms the participation by elected officials requiring performance of duty for 1000 hours per year. After brief discussion, board member William Holmes moved that the board adopt the resolution 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 resolution (#2017-07).

Also under "New Business" for Putnam County Website (www.co.putnam.il.us); the board discussed the information updates recently submitted. The addition and revising 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 \(mailto:SGrady@cpointcc.com\)](mailto:SGrady@cpointcc.com) .

Also under “New Business” for Approve Bills; the county board reviewed the bills for the month of July. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of July. 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 Steven Malavolti also reviewed other 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 10:15 A.M., board member Sheila Haage moved to adjourn the meeting. Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 1 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, September 11, 2017, 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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