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Putnam County Illinois Board Meeting Minutes

Minutes - December 11, 2017

PUTNAM COUNTY REGULAR BOARD MEETING

DECEMBER 11, 2017, 9:00 A.M.

The regular meeting of the Putnam County Board was called to order at 9:00 A.M. on Monday, December 11, 2017, in the boardroom at the Putnam County Courthouse in Hennepin, Illinois by Putnam County Board Vice-Chairman Luke Holly.

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

It was moved by board member Sheila Haage to approve the minutes from the November 13, 2017, Regular Board 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 2 absent. It was then moved by board member William Holmes to approve the minutes from the November 27, 2017, Special Board Meeting. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent.

The board agreed to allow Sheriff Kevin Doyle to move up on the agenda and review his November Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle 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.)

The board also agreed to allow Robert Cofoid to move up on the agenda and present his Death Investigator's report for the month of November to the board. There were no deaths reported to his office during the month of November. Mr. Cofoid also informed the board that he attended the Illinois Coroners and Medical Association Meeting / Training in Chicago. (The County Death Investigator Report is on file at the Office of the County Clerk for review by any interested parties.)

The board also agreed to allow Robert Cofoid to move up on the agenda and present his PCEMA Coordinator's report for the month of November 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 November. (The PCEMA Coordinator Report is on file at the Office of the County Clerk for review by any interested parties.)

The board also agreed to move up on the agenda the New Business item for “Resolution To Change The Office Name Of The Putnam County Emergency Management Agency To The Putnam County Office Of Emergency Management”. After brief discussion, it was moved by board member Sheila Haage to approve and adopt the resolution that changes the name of the Putnam County Emergency Management Agency to the Putnam County Office Of Emergency Management. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent. The Clerk of the County Board was directed to process the resolution (#2017-17).

County Highway Engineer Pat Sloan presented his November report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that the hydraulic design for the Bottom Road Bridge Replacement Project was approved last month. The consultant is working on finalizing the preliminary design. Mr. Sloan also informed the board that he has authorized Illinois Valley Surveying to begin Right of Way survey work on S. Mark Road between 700N and 850N. The plan is to increase the Right of Way to the same width between 850N and Rt. 71 (60'). Mr. Sloan also informed the board that the Bradford Road is being put on the Federal Multiyear Program for resurfacing in late 2020. The road was paved in 2001 and is at the end of its useful life. Other County Highway Engineer activities have included putting a notice (see County Board Report for Notice) in the paper concerning encroachment on Right of Ways. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, getting the trucks and equipment prepared for snow and ice removal, performing shoulder work on McNabb Blacktop and Illinois Power Road, ditching and cutting down berms on S. Mark Road, and putting tractor and mower away for the 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.)

County Treasurer Kevin Kunkel was present for the meeting and discussed setting up the property tax payment software program to allow for individuals to prepay the property taxes. Mr. Kunkel also informed the board that he is still having issues generating his financial reports with the new budgetary / fund accounting system.

County Circuit Clerk Cathy Oliveri had nothing to report for the month of November and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of November to the board. Mr. Burger informed the board that there were no building permits issued during the month of November. There were eight (8) building inspections completed during the month of November. There were no final inspections during the month of

November. Mr. Burger had nothing of further interest to report to the board. (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 for the month of November.

Under "New Business" for Resolution To Change The Office Name Of The Putnam County Emergency Management Agency To The Putnam County Office Of Emergency Management ; the "New Business" agenda item was moved up and covered earlier in the meeting as agreed to by the board.

Also under "New Business" for Ambulance Service Contract Between The County Of Putnam And The McNabb Fire Protection District (December 1, 2017 thru November 30, 2018); Mr. John Cimei, McNabb Fire Protection District President and Mr. Andy Jackson, Putnam County Ambulance Service Director, were present and presented a draft of the contract for renewal of the Putnam County Ambulance Service Contract between the County of Putnam and the McNabb Fire Protection District for a one-year period from December 1, 2017, through November 30, 2018. There are no changes to the contract from the last contract year. After reviewing the draft of the contract, board member William Holmes moved that the board approve the Putnam County Ambulance Service Contract between the County of Putnam and the McNabb Fire Protection District. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 absent. Mr. Cimei also addressed the board and discussed the McNabb Fire Protection District - PC EMS Comparative Schedule of Revenues and Expenditures for all Funds for Years Ended April 30, 2017, 2016, 2015, and 2014. Revenues have decreased and expenditures have increased. Mr. Jackson also addressed the board and gave an update on the Putnam County Ambulance Service's activities. The service responded to just under 500 calls in 2017.

Also under "New Business" for Marshall-Putnam Extension Service Update; Ms. Jill Guynn, County Director with the University of Illinois Extension Service for Bureau, LaSalle, Marshall and Putnam Counties, was present for the meeting and gave an update on the service's programs and activities. Also present with Ms. Guynn were some of the service's educators and program coordinators; Susan Glassman, Briane Torrez, and Daryl Wragge. Each discussed the classes and programs they are involved with. Ms. Guynn also discussed the partnership with Illinois Valley Community College and the service's hub office location on the college's campus. Ms. Guynn also discussed the service's budget for the next fiscal year. Ms. Guynn also thanked the board for the county's financial support.

Also under "New Business" for Cash Renting Part Of The Putnam County Conservation District's Natural Lands Area (PCCD Board Members); board members from the Putnam County Conservation District addressed the board to inform them of the district's desire to cash rent, for farming purposes, two (2) small parcels of the district's natural lands area. The funds

generated would be used for future district projects. After discussion, the board agreed to table the item for a future meeting after the State's Attorney has reviewed the matter and informed the board of any issues or concerns that may exist.

Also under "New Business" for Schedule Regular Board Meeting Dates For Year 2018; the board reviewed the work sheet prepared prior to the meeting and agreed on the scheduled meeting dates. The board then discussed the scheduled times for the meetings and agreed to schedule all meetings at 5:30 P.M. The Clerk of the County Board was directed to distribute and publish the schedule as required.

Also under "New Business" for Putnam County Website (www.co.putnam.il.us (<http://www.co.putnam.il.us>)); the board discussed information updates submitted for posting to the website. The addition and / or 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>).

Also under "New Business" for Approve Bills; the county board reviewed the bills for the month of November. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of November. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 3 ayes, 0 nays, and 2 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 Vice-Chairman Luke Holly 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 10:20 A.M., board member Sheila Haage moved to suspend 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 2 absent. The meeting was suspended. The next Regular Meeting of the Putnam County Board is scheduled for Monday, January 8, 2018, at 5:30 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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