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Hours: Monday - Friday 9:00 - 4:00

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[Home_\(!\)](#)

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[Employment_\(/employment\)](/employment)



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[Board Minutes \(/county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes)





[Board Agendas \(/county-offices/county/board-meeting-agendas\)](/county-offices/county/board-meeting-agendas)



[Public Notices \(/communities/public-notice\)](/communities/public-notice)



[Ordinances & Resolutions \(/county-offices/document-library/ordinances-resolutions\)](/county-offices/document-library/ordinances-resolutions)

You are here: [Home \(/\)](#) / [Government \(/county-offices\)](/government/) /

[County Board \(/county-offices/county\)](/county-offices/county/) /

[Board Meeting Minutes \(/county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes/) /

[Minutes - September 11, 2017 \(/\)](#)

Putnam County Illinois Board Meeting Minutes

Minutes - September 11, 2017

PUTNAM COUNTY

REGULAR BOARD MEETING

SEPTEMBER 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, September 11, 2017, in the boardroom at the Putnam County Courthouse 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 August 14, 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 1 absent. It was then moved by board member Luke Holly to approve the minutes from the September 1, 2017, Special 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 1 absent.

County Highway Engineer Pat Sloan presented his August report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that seal coating on the McNabb Blacktop and Woody Walker Hill roads will be completed this week. The paving project in Putnam at the intersection of Rt. 29 and County Highway 13 (Lake Senachwine Road) was completed during August. This was a joint project with the Rumbold & Kuhn Grain Elevator in Putnam. Other County Highway Engineer activities have included working with our consultant on the preliminary plans for the Bottom Road Bridge Replacement Project. The project is scheduled for bid on November 18, 2018. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, installing a couple of field entrances, tearing down and removing the old salt shed, patching road shoulders, and mowing the roadsides. (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 August Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle informed the board that the courthouse cooling tower project has been completed. 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 present for the meeting and discussed tax collection and tax distribution. Mr. Kunkel informed the board that the 2016 tax collection has generated a \$511,000 distribution to the county with \$376,000 deposited in the General Fund. Mr. Kunkel also informed the board that delinquent tax parcels will be published the third week of October with delinquent tax judgment scheduled for November 2nd and the delinquent tax sale scheduled for November 3rd.

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

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

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

County Zoning Officer Jim Burger presented his Zoning Officer report for the month of August to the board. Mr. Burger informed the board that there were five (5) building permits issued during the month of August. Three (3) were for decks, one (1) each for a garage addition and a new home with a detached garage. There were also eleven (11) building inspections completed during the month of August. Three (3) of the inspections were final inspections; two (2) for garages and one (1) for a home addition. 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.)

County Death Investigator Robert Cofoid was unable to be present for the meeting. It was noted that Mr. Cofoid had not submitted his Death Investigator's report for the month of August to the board for their review.

Putnam County Emergency Management Agency Coordinator Robert Cofoid was unable to be present for the meeting. It was noted that Mr. Cofoid had not submitted his PCEMA Coordinator's report for the month of August to the board for their review. Prior to the meeting Mr. Cofoid had requested the board's approval for a privacy fence to be erected at the Putnam County E.M.A. building. Mr. Cofoid submitted an estimate for materials and installation at a cost of \$3000. After brief discussion, board member Luke Holly moved that the board approve the cost estimate for the privacy fence at the E.M.A. building. 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.

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

Under "New Business" for Ordinance Prohibiting Possession Of Cannabis; State's Attorney Christina Judd-Mennie submitted to the board an ordinance for board discussion and approval prior to the meeting. (Ms. Judd-Mennie was unable to be present for the meeting.) Said ordinance prohibits within Putnam County the possession of up to but not exceeding ten (10)

grams or less of any substance containing cannabis and violation of the ordinance is subject to a fine of \$200. If the fine is paid in full within fourteen (14) days of the issuance of the ordinance violation, then the overall fine is reduced to \$100. Eighty percent of the fine monies shall be deposited into the Putnam County Sheriff's Office Drug Fine Fund with the remaining twenty percent being deposited into the county's general fund. After brief discussion, board member William Holmes moved that the board approve and adopt the 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 for the County Board was directed to process the ordinance (#2017-0-02). (Said ordinance will be on file at the Office of the County Clerk for review by any interested parties.)

Also under "New Business" for Budget Request / Education Updates; Mr. Christopher Dvorak, Regional Superintendent of Education and Assistant Superintendent Mr. Matt Winchester presented the Annual Report for the Regional Office of Education to the board. The Annual Report highlighted many of the programs and services that were offered by the LaSalle, Marshall, Putnam Regional Office of Education over the past year. The report also included a financial summary and selected statistics for the school districts in the region. Mr. Dvorak also provided to the board members the ROE's 2017-2018 Directory. (The ROE Annual Report is on file at the Office of the County Clerk for review by any interested parties.)

Also under "New Business" for Recommendation For Appointment Due To Resignation, Zoning Board Of Appeals; Putnam County Zoning Officer Jim Burger informed the board that Mr. Kenneth Hakenjos has resigned from the Putnam County Zoning Board of Appeals. As a result, the Zoning Board of Appeals is requesting county board approval of their recommendation for the appointment of Mr. Brook Stanbary to fill Mr. Hakenjos five-year unexpired term which expires November 30, 2018. After brief discussion, board member William Holmes moved that the board approves the Putnam County Zoning Board of Appeals recommendation for the appointment of Mr. Brook Stanbary to their board. 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.

Also under "New Business" for Budget Meetings For Fiscal Year 12/1/2017 – 11/30/2018; the board directed the Clerk of the County Board send a memo to all office holders and department heads requesting them to submit a preliminary draft of their budget for the Fiscal Year December 1, 2017 through November 20, 2018, by September 22, 2017. The first budget meeting will be held on September 25, 2017 at 7:00 A.M. The memo will also request that all offices attempt to reduce operating expenses at much as possible.

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

Also under “New Business” for Approve Bills; the county board reviewed the bills for the month of August. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of August. 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 9:40 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 Tuesday, October 10, 2017, 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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