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Putnam County Illinois Board Meeting Minutes

Minutes April 10, 2017

PUTNAM COUNTY REGULAR BOARD MEETING

APRIL 10, 2017, 4:00 P.M.

The regular meeting of the Putnam County Board was called to order at 4:00 P.M. on Monday, April 10, 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, and Steven Malavolti answering. Board members Duane Calbow and Luke Holly were absent for the meeting. (Due to the absence of a quorum at this meeting, all agenda items requiring a board decision or approval will be tabled until the next board meeting when a quorum is present.)

The approval of the minutes from the March 13, 2017, Regular Board Meeting was tabled until the next board meeting (April 17, 2017).

County Highway Engineer Pat Sloan reviewed his March report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that the bids for Motor Fuel Tax work were opened on March 15, 2017. (The bids are attached to Mr. Sloan's March report.) Seal Coat bids were awarded to Pavement Maintenance for the County, Hennepin Township, and Senachwine Township. Seal Coating for Magnolia Township was awarded to Steffen's 3-D. The Paving bid was awarded to Advanced Asphalt for Granville Township, Hennepin Township, and Magnolia Township. Mr. Sloan also informed the board that the Power Plant Road Widening and Resurfacing Project is scheduled to commence on May 1st of this year. Mr. Sloan also informed the board that the Spring Marshall-Putnam Electronics Collection event will be held in Toluca, Illinois on April 21, 2017, from 1 P.M. to 5 P.M. and on April 22, 2017, from 8 A.M. to 12 Noon. Other County Highway Engineer activities have included working with the Illinois Department of Transportation on an audit for MFT and TBP projects for 2013, 2014, 2015, and 2016. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, and beginning road patching and ditch work. (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 was unable to be present for the meeting. The board reviewed his March Sheriff's and Civil Processing Transaction Reports. (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 financial reports for the month of March with the board. The General Fund's working balance report for the month of March - 2017 was unavailable at the time of the meeting. The General Fund Income for the month of March - 2017 was \$153,626.75 compared to \$190,715.86 for the month of March - 2016. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2017". The General Fund balance for the month of March - 2017 was \$54,188.65. The General Fund Savings balance for the month of March - 2017 was \$8,250.55. The Illinois Fund - General Fund balance for the month of March - 2017 was \$393,821.36. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending March 31, 2017. The actual versus budget variance percent target for the period is 33.33%. Mr. Kunkel also informed the board that the County Clerk has completed Property Tax Extension and submitted the Property Tax Certification to the Treasurer's Office. Tax bills will be mailed out the first week in May. Mr. Kunkel had nothing of further interest to discuss with the board. (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 March and therefore was not present for the meeting.

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

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

County Zoning Officer Jim Burger presented his County Zoning Officer's Report for the month of March to the board. Mr. Burger informed the board that there was one (1) building permit issued during the month of March. There were five (5) building inspections completed during the month of March of which one (1) was a final inspection. Mr. Burger also informed the board that he will be continuing to monitor potential flooding in the low lying areas of the county. 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 presented his Death Investigator report for the month of March to the board. There were three (3) deaths reported to his office during the month of March. Mr. Cofoid also informed the board that the annual PC Awareness Program for the high school students will be held on April 20, 2017. (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 March 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 December. (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 Bureau/Putnam County Health Department is in the process of identifying items for the board to work focus on. There were no other reports from any of the board’s committees.

Under “New Business” for Resolution Abating Taxes Imposed On Certain Real Property Located Within The Bureau/Putnam Area Enterprise (2017) Zone; the agenda item was tabled until the next board meeting (April 17, 2017).

Also under “New Business” for Home Owner Exemption On Rental Property; the agenda item was tabled until the next board meeting (April 17, 2017).

Also under “New Business” for Marshall/Putnam River Conservancy District Trustee Reappointment; the agenda item was tabled until the next board meeting (April 17, 2017).

Also under “New Business” for Cemetery Mowing Bids; the agenda item was tabled until the next board meeting (April 17, 2017).

Also under “New Business” for Lake Thunderbird Association Request For Approval For The Sale Of Beer And Wine At Annual Corn Boil (August 5, 2017); the agenda item was tabled until the next board meeting (April 17, 2017).

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 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>) .

Also under “New Business” for Approve Bills; the agenda item was tabled until the next board meeting (April 17, 2017).

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 4:30 P.M., the meeting was suspended. A Special Meeting of the Putnam County Board will be held on Monday, April 17, 2017, at 9:00 A.M. at which time the April 10, 2017, meeting agenda items requiring board approval will be completed. The next Regular Meeting of the Putnam County Board is scheduled for Monday, May 8, 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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