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Putnam County Illinois Board Meeting Minutes

Minutes March 13, 2017

PUTNAM COUNTY REGULAR BOARD MEETING

MARCH 13, 2017, 9:00 A.M.

The regular meeting of the Putnam County Board was called to order at 9:00 A.M. on Monday, March 13, 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 Duane Calbow, Sheila Haage, William Holmes, Steven Malavolti, and Luke Holly answering.

It was moved by board member Sheila Haage to approve the minutes from the February 14, 2017, Regular Board Meeting. Board member Duane Calbow seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent.

County Highway Engineer Pat Sloan reviewed his February report of County Highway Engineer and Maintenance Activities to the board. Mr. Sloan informed the board that he held a pre-construction meeting with Advanced Asphalt and the IDOT in preparation for the Power Plant Road Resurfacing Project scheduled to commence on May 1st of this year. Mr. Sloan also informed the board that he has met with the Marshall-Putnam Farm Bureau, the USDA, and Hennepin Township to discuss the 1.28 miles of Power Plant Road and ESK Road between the railroad tracks at the Marquis Energy entrance and the county's portion of Power Plant Road. The section of road is in poor condition and the township does not have the resources for repair and long-term care. Mr. Sloan stated that he will explore possible grant program funds and submit applications with the USDA Rural Development and the TARP (Truck Access Route Program) for 2018. The total estimate for the project is \$624,000. Other County Highway Engineer activities have included the working on the County-Wide Motor Fuel Tax bid package in preparation for the bid opening that is tentatively scheduled for March 15, 2017, at 10:00 A.M., at the Marshall County Highway Department. County Highway Maintenance activities have included checking the roads, completing a survey of rural reference signs that are missing or need to be replaced, servicing the Highway and Sheriff Department's vehicles, salting the roads, washing the trucks and equipment, straightening-up signs, and cleaning culverts. (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 February Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle also discussed the quote from Otto Baum for the pressure washing and water repellent application for the courthouse. Last year the original courthouse was completed. The intent was to complete the 1994 courthouse addition and the Sheriff's Office this year. Mr. Doyle informed the board that Otto Baum has contacted him inquiring whether or not the board intended to have the remainder of the courthouse done this year. Mr. Doyle stated that he has been contacted by a local contractor requesting that he be allowed to bid on the project. The board agreed to accept bids from other contractors besides Otto Baum. Mr.

Doyle also informed the board that recent law changes now require police officers to acquire eight (8) mandated classes to be certified in the State of Illinois. The training can be completed on-line through the Police Law Institute. Mr. Doyle also informed the board that there are no current maintenance issues within the courthouse. Mr. Doyle had nothing of further interest to report to 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 reviewed his financial reports for the month of February with the board. The General Fund's working balance report for the month of February - 2017 was unavailable at the time of the meeting. The General Fund Income for the month of February - 2017 was \$78,246.06 compared to \$184,684.74 for the month of February - 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 February - 2017 was \$50,961.71. The General Fund Savings balance for the month of February - 2017 was \$34,247.67. The Illinois Fund - General Fund balance for the month of February - 2017 was \$431,395.14. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending February 28, 2017. The actual versus budget variance percent target for the period is 25%. Mr. Kunkel has 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 February and therefore was not present for the meeting.

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

County Supervisor of Assessments Tammy Mehalic Mehalic was present and addressed the board to discuss whether or not a home owner should be granted a Home Owner's Tax Exemption on rental property. Ms. Mehalich discussed the effect on the Equalized Assessed Value of property in the county. The board requested to have the item place on the agenda for the April meeting for further discussion and decision.

County Zoning Officer Jim Burger presented his County Zoning Officer's Report for the month of February to the board. Mr. Burger informed the board that there was one (1) building permit issued during the month of February. There were four (4) building inspections completed during the month of February of which two (2) were final inspections. 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 was unable to be present for the meeting. The board reviewed his Death Investigator's reports for the months of January and February. There were five (5) deaths reported to his office during the month of January and three (3) deaths reported to his office during the month of February.

Putnam County Emergency Management Agency Coordinator Robert Cofoid was unable to be present for meeting. The board reviewed his PCEMA Coordinator's reports for the months of January and February.

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

Under "New Business" for Annual Report, Regional Office Of Education (LaSalle, Marshall, Putnam); Mr. Christopher Dvorak, Regional Superintendent of Education, presented the Annual Report for the Regional Office of Education to the board. Mr. Dvorak's 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. Mr. Dvorak's report also included a financial summary and selected statistics for the school districts in the region. (Mr. Dvorak's ROE Annual Report is on file at the Office of the County Clerk for review by any interested parties.)

Also under "New Business" for Granville-Hennepin Fire Protection District, Trustee Re-appointment; the board reviewed a letter of request from the Granville-Hennepin Fire Protection District for the re-appointment of Mr. Steven W. Haun to their board of trustees. The term of the re-appointment will be for three (3) years commencing on the first Monday in May of 2017 and will expire April 30, 2020. After brief discussion, board member Duane Calbow moved that the board approve the request for the re-appointment of Mr. Haun as trustee for the Granville-Hennepin Fire Protection District. Board member Sheila Haage seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to send a letter to the district informing them of the board's approval.

Also under "New Business" for Request For A Permit To Sell Fireworks In Putnam County; Mr. Eric Siembab with B & E Fireworks addressed the board and requested a permit to set up a 20` by 30` tent and sell fireworks at the junction of Illinois Highway Routes 71 and 89. Mr. Siembab was unaware that the property on the south side of Route 89 is owned by the State of Illinois (ROW). Mr. Siembab was informed that the board would have no jurisdiction over that area and therefore would be unable to grant Mr. Siembab's request.

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 county board reviewed the bills for the month of February. The board discussed the payment of two (2) bills from Ficek Electric for work on telephone lines. It was agreed that the Probation Office would pay one of the bills out of the Probation Office's budget and the other bill would be paid out of Appropriation#48 – Building Complex, Line #1 – Utilities and Telephone. Board member Sheila Haage then moved that the

board approve the payment of the bills for the month of February. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent.

At 10:05 A.M., board member Duane Calbow moved that the board retire into Executive Session to discuss personnel issues (5ILCS 120/2). Board member Sheila Haage seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. The board then retired into Executive Session.

EXECUTIVE SESSION

At 10:40 A.M., board member Duane Calbow moved that the board return to Regular Session. Board member Luke Holly seconded the motion and the motion was carried on a board vote of 4 ayes, 0 nays, and 0 absent. The board then returned to Regular Session.

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 10:50 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 4 ayes, 0 nays, and 0 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, April 10, 2017, 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**

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